AFC Region III

October 1, 2019 - September 30, 2020



AFC Region III 2020 Officers

Director: Charlene Latimer, Daytona State College **Director-Elect:** Mary Heikkinen, Lake-Sumter State College











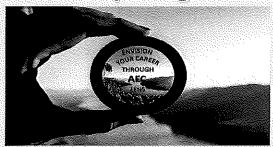


Region III Activities



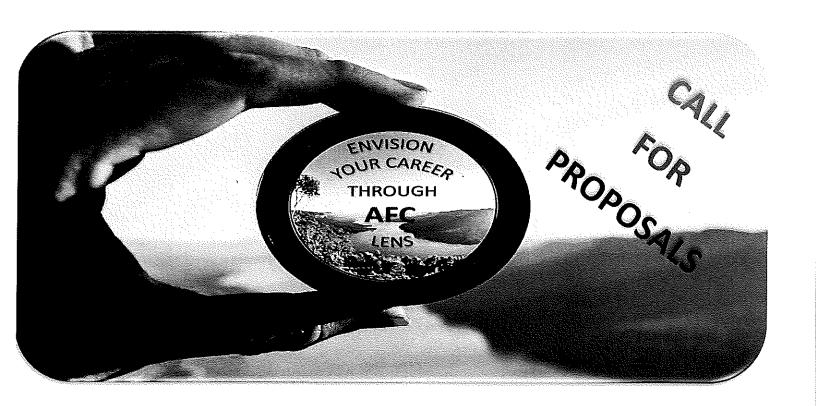
Region III/LRC Joint Virtual Conference & Service Project	Friday, April 10, 2020
Region III Cares Service Project	Month of May 2020
Region III/CPEC Webinar - Time	Thursday, May 28, 2020
Management while working remotely	
Disney Trivia Night	Friday, May 29, 2020
Sitcoms Trivia Night	Wednesday, August 5, 2020
Region Directors Name That Tune Trivia Night	Thursday, June 18, 2020
Region Business Meeting @ Leadership Conference	Thursday, January 30, 2020
Chapter Presidents Meetings	Feb. 18, April 2, April 16, May 22, July 17, and Sept. 25th.
CCP Scholarship Program	May 2020
Total Points	50

AFC Region III/LRC 2020 Virtual Spring Conference



Friday, April 10, 2020

	Conference Agenda				
Time	Title	Presenter(s)			
9:00 AM - 9:10 AM	Welcome and Introductions	Charlene Latimer and Mercedes Clement, Daytona State College			
9:10 AM – 9:30 AM	Legislative Report	Marsha Kiner, AFC			
9:35 AM – 10:00 AM	Online and Ready to Help: Synchronous Chatting for Academic Support	Dana Davidson, Elizabeth Barnes, Kristen Bales and AJ Delgado, Daytona State College			
10:05 AM - 10:30 AM	Meet Generation Z; Who are they and how do they learn?	Gabi Booth, Daytona State College			
10:35 AM - 11:00 AM	Let's Give Them Something to Talk About: AFC Membership	Kim Sellers, College of Central Florida			
11:05 AM - 11:30 AM	Communications in the Aftermath of Hurricane Michael	Chris Thomes, Daytona State College			
11:35 AM - 12:00 PM	EBSCO Information Services	Walker Godin, EBSCO			
12:00 PM - 1:00 PM	LUNCH and Group Chat	All Participants			
1:05 PM - 1:30 PM	CPEC 101	Tracy Glidden, Eastern Florida State College			
1;35 PM – 2:00 PM	Pearson: Supporting Our Students	Megan Cowart, Pearson			
2:05 PM – 2:30 PM	Tips for Professional Advancement in the Florida College System	John Brady and Michelle Goldys, Daytona State College			
2:35 PM - 3:00 PM	Wolters Kluwer / Ovid: Information Services for Colleges and Students	Diane Campagnes, Wolters Kluwer/Ovid			
3:05 PM - 3:30 PM	First Impressions Matter: Impacting Student Success w/Career Readiness	LaTonya Polk, Daytona State College			
3:30 PM - 4:00 PM	Q & A, thank you and Closing	Charlene Latimer and Mercedes Clement, Daytona State College			



2020 – AFC REGION III & LRC SPRING CONFERENCE

"Envision Your Career Through AFC Lens"

Suggested Topics:

Technology	Curriculum	Employee Benefits
Administration	Self-Care	Recruitment
Retention	Online Learning	Faculty/Instructional Services

Submit proposal descriptions to:

charlene.latimer@daytonastate.edu

or

mercedes.clement@daytonastate.edu







AFC REGION III

Show you Care with Cards of Ercouragement

Get together with your AFC chapter and Region III to send cards to local healthcare workers.

May 2020

Create or purchase cards of encouragement and gratitude to send to our local hospitals for those who are working tirelessly to keep our community safe and healthy.

> Contact Charlene Lationer at charlene Lationer adayto cautate edu or your Chapter Prosident.



AFC REGION III MOVIE TRIVIA NIGHT

Show off your knowledge of Disney animated movies - from the classics all the way through the latest Pixar movies. We'll be using Kahoot to play, so be sure to join the Zoom meeting from your computer and have your mobile device handy for playing the game.

Friday

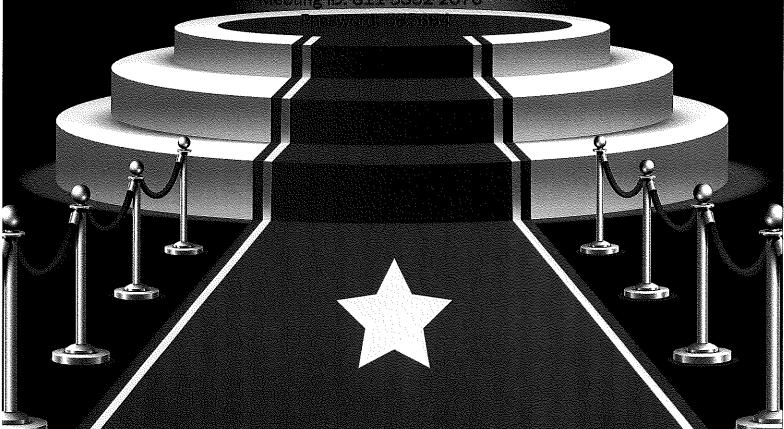
May 29th

6:00 PM

Join Zoom Meeting

MML5352207/67pwd=RDV/0eEIM@SchartschAkkVfr chainschAkk

Meeting ID: 811 5352 2076



ROLLIN' BACK TO THE 90'S +



Join us as we roll back to the 90's & 2000's and recall some of our favorite sitcoms for Virtual Trivia:

Friends, Fresh Prince, Raymond, Seinfeld & more!

When: Wednesday, August 5th at 7:00 PM Click here to register!

Hosted by Region III

Contact Region III Director

Charlene.Latimer@daytonastate.edu or your AFC Chapter

President for more info.



Music Through the Decades

"NAME THAT TUNE"

Hosted by your AFC Region Directors



Thursday, June 18th at 7:00 p.m. (EST)

Join us on Zoom

We will be playing Kahoot, so it is ideal to have your phone and another device to play along.

1st and 2nd place prizes (for each decade) for those who can guess the most 70's, 80's and 90's music.

JOIN US FOR SOME FUN and PRIZES!

For more information contact: Charlene.latimer@daytonastate.edu

Region III Business Meeting

AFC Leadership & Planning Conference January 30, 2020

In attendance:

Daytona State - Charlene Latimer, Mercedes Clement, Max Swanton College of Central Florida - Marjorie McGee, Rory Wells, Cara Bennett Seminole State - Arlene Gonzalez Eastern Florida - Christine Tripp, Tracy Glidden

Spring Conference planning:

April 10, 2020 at Daytona State in collaboration with Learning Resources Commission at the new student building.

Theme idea: "Envision your career with an AFC lens" Goal for attendance is 90+ members

There will be a 5G workshop on interpersonal relationships at DSC the day before, considering a social event for those who attend or arrive the night before.

Registration cost should be around \$50, and the hotel price \$99 +. Will serve breakfast, lunch, and afternoon snack. Potentially offer both "personal" and "professional" tracks covering topics like work-life balance, mental health, physical health, suicide awareness, stress management, information overload, etc. Possibly offer tour of the new optical program facility, and/or massage therapy.

Service project: bring used frames or new reading glasses to donate to Lions Club or similar place.

Possible sponsorships: Ebsco, McMillan(confirmed), Avid, Flat World. May run an incentive for the chapter who brings the most members. Some ideas were scholarships to annual conference and CCP scholarships.

Will assign chapter roles at chapter presidents meeting in early February.

Submitted by: Tracy Glidden



3 CCP for Region III



Nominee should be an active member within your chapter who is interested in learning more about the Association of Florida Colleges and the Florida College System.

Completed form must be returned to Charlene Latimer no later than May 15, 2020. Submissions received after this date will not be considered.

NAME:
COLLEGE:
NOMINATED BY:
Please provide a short bio of the nominee including any participation within AFC.

From: Charlene Latimer

Sent: Tuesday, May 12, 2020 1:19 PM

To: Sellers, Kimberly; Tripp, Christine; Mercedes Clement; mccomasj@seminolestate.edu

Subject: Region III CCP Selection Committee Invitation

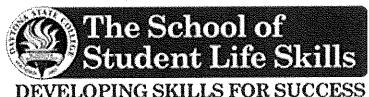
Hello,

As CCP graduates and active AFC members I would like to invite you to serve on the Region III CCP Scholarship Committee. Each year three Region III members can be selected to receive a scholarship to participate in the AFC CCP program. The deadline for applications is May 15th and we have four scholarship applications so far. This commitment will require you to review the applications and rank them. If there is a need we can meet once virtually to discuss and make the selections. Please let me know your interest/ability to participate and review the applications next week.

Let me know if you have any questions. I look forward to working with you on this committee.

Thank you, **Charlene**

Charlene Latimer, Chair



Daytona Campus (386) 506-3142 (386) 506-3253 Fax charlene_latimer@daytonastate.edu

From:

Charlene Latimer

Sent:

Friday, May 29, 2020 12:54 PM

To:

Chalah Harris, SSC

Subject:

Region III CCP Scholarship Award

Dear Chalah,

Congratulations! You have been selected to receive one of the AFC 2020 Region III CCP Scholarships. This is an excellent program that will enhance your knowledge in a number of areas: the Florida College System, Leadership, and much more. AFC and Region III look forward to your participation the program and future AFC events.

Please email me back and let me know if you accept this opportunity that Charity Lo-Giudice nominated you for. When you are ready to begin the registration process, click on the link below to get started. You can upload a copy of this email in place of payment when you sign up for the program.

Register Here

Again, congratulations and welcome to the Certified College Professional Program.

Warm Regards, **Charlene**

Charlene Latimer

AFC CCP Chair AFC Region III Director

Daytona State College (386) 506-3142 (386) 506-3253 Fax charlene_latimer@daytonastate.edu

AFC

Region III Chapter Presidents Meeting 2/18/2020 9:00 - 10:00 AM

Minutes

Present:_Charlene Latimer, DSC; Mary Heikkinen, LSSC; Charity Lo-Giudice, SSC; Tracy Glidden, EFSC, Max Swanton, DSC; and Ron Kielty, CF.

I. Introductions and Welcome

Charlene Latimer welcomed everyone to the meeting and shared that she is looking forward to working with everyone this year.

II. Brief overview of each chapter

Chapter Presidents gave a brief update.

III. Goals & Objectives

- Region III Conference Friday, April 10, 2020
- Increase communication to the Region. Discussed a region newsletter. Highlighting a chapter in each newsletter.

V. Region Conference

- Agenda & Theme: Envision Your Career Through AFC Lens.
- Presentation suggestions: Have personal and professional development tracks
- Marketing strategies: News blasts, Region webpage, chapters
- Door Prizes: Major door prize & 5 door prizes from each chapter.

VI. Meeting Adjourned

AFC Region III – Chapter Presidents Meeting Minutes

April 2, 2020 - Zoom Meeting

I. Call to order

Charlene Latimer welcomed everyone and began meeting at 11:05 AM.

II. Present

- Mary Heikkinen, Lake Sumter State College Director-Elect
- Tracy Glidden, Eastern Florida State College
- Charity N. Lo-Giudice, Seminole State College
- Max Swanton, Daytona State College
- Charlene Latimer, Daytona State College Region Director

III. Approval of minutes from last meeting

N/A – Charlene will forward minutes for Feb. 2nd to everyone soon.

IV. State Colleges & COVID-19

Brief discussion about how everyone is coping with working remotely and what's happening at their colleges due to COVID-19.

V. Virtual Conference – April 10, 2020

- a) Region III/LRC joint conference changed to virtual format on same day 4/10/2020.
- b) Over 160 people registered (members and non-AFC members) so far.
- c) Eleven sessions scheduled and a group chat during lunch break.
- d) Discussed and voted on giving door prizes at conference. Approved to purchase e-cards for door prizes (Redbox, Starbucks, Amazon, Walmart).
- e) Four Sponsors (two for Region III and two for LRC).
- f) AFC President Matt White is handling the WebEx details and AJ Delgado (DCS) will oversee the chat area during the conference.

VI. Other Region Business

Region III - minutes

Region III Chapter Pres	ident Meeting			
4/16/2020	10 – 11 AM SKYPE			
Meeting called by	Charlene Latimer			
Type of meeting	Region III Chapter Presidents Mee	eting		
Facilitator	Region Director			
Attendees	Charity Lo-Giudice, SSC; Mary Heikkinen, LSSC; Max Swanton, DSC and Charlene Latimer, DSC			
Region Bylaws				
Discussion	Region Bylaws need to be reviewe from each chapter to be on the su		ct one person	
Action Items		Person Responsible	Deadline	
Select member to be on	be on Bylaw sub-committee Each Chapter Pres. 4/23/2020			
Set up Zoom meeting fo	for sub-comm. discussion Region Director 4/25/2020			
CCP Nominations				
Discussion	Deadline to nominate someone from Region III to receive a CCP scholarship has been extended to May 1, 2020. Send nominations to Charlene Latimer.			
Action Items Person Responsible Dead			Deadline	
Put updated nomination form on Region III webpage Charlene Latimer 4/			4/17/2020	
Inform members of the new deadline Chapter Presidents April			April	
Region Activities				
Discussion 1. Feedback on Region III Virtual Conference was positive. 2. Virtual Trivia Game Night 3. AFC Region III Cares				
Action Items		Person Responsible	Deadline	
Establish date for the g	ame night.	All	April	
Get the word out about Region III Cares All May 1			May 1 - 15	

Region III - minutes

Region III Chapter Pi	resident Me	eting			
5/22/2020		9:00 — 10:00 AM	and the same	Microsoft Team	S
Meeting called by	Charlene	Charlene Latimer			
Type of meeting	Region I	II Chapter Presidents Me	eting		
Facilitator	Region I	Director			
Attendees		Charity Lo-Giudice, SSC; Mary Heikkinen, LSSC; Tracy Glidden, EFSC and Charlene Latimer, DSC			
Region Activities					
Discussion		ng Region activities — Ma 29th Disney Trivia Night		Vebinar on Time N	Management
Action Items			Perso	on Responsible	Deadline
Invite members to att	end both ev	ents	Each	Chapter Pres.	5/28/2020
Begin thinking about	June activiti	es	Each	Chapter Pres.	n/a
CCP Nominations					
Discussion		for CCP Nominations er s were nominated. Comi s.			
Action Items			Perso	n Responsible	Deadline
Sent committee nomin	nations to re	view	Charl	ene Latimer	5/18/2020
Committee to review nominations. Committee consists of Mercedes Clement, DSC; Christine Tripp, EFSC, and Kim Sellers, CF.		Comr	nittee members	5/25/2020	
Region Activities/ Ne	w Business				
Discussion	2.	Upcoming Region Activit Chapter and Region Boo AFC Region III Cares		ines	
Action Items			Perso	n Responsible	Deadline
All Chapters encourag	ed to compl	ete a book this year.	All		July 31, 2020
Get the word out abou	ut Region III	Cares	All		ongoing

Region III - minutes

Region III Chapter President 7/17/2020	Meeting 9:00 - 10:00 AM	Microsoft Teams	
Meeting called by	Charlene Latimer	microsort	
Type of meeting	Region III Chapter Presidents Meeting		
Facilitator	Region Director		•
Attendees	Mary Heikkinen, LSSC; Tracy Glidden, EFSC and Charlene Latimer, DSC, Arlene Gonzalez, SSC, Max Swanton, DSC, Charity Lo-Giudice, SSC; and Kimberly Sellers, CF.		
Region Activities			
Discussion	Summer Region activities		
Action Items		Person Responsible	Deadline
Schedule TV Sitcom Trivia Nig	ht for August 5, 2020	Each Chapter Pres. – design questions and send them to Tracy.	7/24/2020
Develop Region Cookbook		Arlene and Charity will research ideas.	7/31/2020
Reminders/Updates			
Discussion	Region and Chapter Business		
Action Items		Person Responsible	Deadline
Chapter Book deadline for submitting book extended to August.		Chapter Presidents	8/31/2020
Other ideas for future Region recipe, Trivia Lunch Event, etc.	Activities: Bingo Night, Post your favorite	N/A	
Continue to get the word out a	about Region III Cares	All	ongoing
Region Activities/ New Busin	ess		
Discussion	 Upcoming Region Activities Region Director 2021 		
Action Items		Person Responsible	Deadline
Charlene will contact DSC Culinary Chair to discuss a Region Cooking Show.		Charlene Latimer	July 31, 2020
Welcome to New Chapter Pres Kimberly Sellers, CF.	idents — Arlene Gonzalez, SSC and		
Need Region III Director for 20 contact about the position.	021 – send Charlene any members she can	Chapter Presidents	ongoing

AFC

Region III Chapter Presidents Meeting 9/25/2020 10:00 -11:00 AM

Minutes

Present:_Charlene Latimer, DSC; Mary Heikkinen, LSSC; Arlene Gonzalez, SSC; Tracy Glidden, EFSC, Max Swanton, DSC; and Kim Sellers, CF

I. Introductions and Welcome

Charlene Latimer welcomed everyone to the meeting.

II. Brief overview of each chapter

Chapter Presidents gave updates – highlights are here – full report presented at AFC Board meeting.

- CF: Virtual Bingo at Appleton Museum; Census
- DSC: Colleague Appreciation Event planned
- EFSC: Partnering with local schools/Virtual Story Telling
- LSSC: No report
- SSC: E-cards to students, Super-Hero Awards

III. Upcoming Region Events

- Working on Region Book
- Ideas for October or November Region Activities

V. New Business

- -Need a Region Director for 2021 send Charlene any names to follow up on.
- AFC Virtual Annual Meeting & Conference Nov. 16 20th.
- AFC Book Club starting in October.

VI. Meeting Adjourned

Operational Plan



Operational Plan	Submitted to AFC
Total Points	10

AFC Mission Statement:

The Association of Florida Colleges is the professional association of Florida's 28 public member institutions of the Florida College System, their Boards, and employees, retirees and associates and the Florida College System. The mission of the Association is to actively promote, represent, and support members and institutions as they provide their students and the citizens of Florida with a world-class college system.

AFC Value Statement:

The Mission of the Association is driven by the following values:

- 1) Professional Growth and Development
- 2) Advocacy
- 3) Leadership
- 4) Community
- 5) Innovation
- 6) Networking

AFC Goals:

- 1) Develop and support professional development, education, and leadership opportunities for the Association's members (Values 1, 2, 3, 5, 6).
- 2) Advocate for policies, budgets, and programs on behalf of the Association's institutional and individual members (Value 2).
- 3) Communicate public policy and legislative issues and engage in cooperative research activities related to those issues (Values 2, 3).
- 4) Increase public awareness of the mission, purpose, and accomplishments of the Florida College System (Values 2, 4, 6).
- 5) Showcase and reward exemplary programs, practices, activities, and individuals (Values 1, 3, 5, 6).
- 6) Enhance, encourage and facilitate communication, cooperation, professionalism, and camaraderie among individual and institutional Association members (Values 1, 4, 6).
- 7) Promote membership by providing professional development and services that ensures an active and vital Association (Values 1, 3, 4, 6).
- 8) Maintain a fiscally sound organization that is efficiently and effectively managed (Value 3).
- 9) Provide opportunities for and engage in services to benefit the external community (Values 1, 3, 4, 6).

Operational Plan RESULTS Association of Florida Colleges

Type of Unit:	Region	(Commission,	Region,	Chapter)

Name of Unit: Region III

Related AFC Goal	Unit Objective	Unit Activities	Person Responsibl e	Actual Dates	Measures Of Success (Data Elements)	Results
1,3 & 7	Provide Professional Development and promote membership Communicate legislative issues	Region III Spring Conf. w/LRC	Region Dir. Chapter Pres. LRC Chair	April 10, 2020	# Attended # Professional Development sessions offered (including legislative update)	100+ 11 sessions
. & 7		Region III and CPEC webinar on Time Management	Region Dir. CPEC Chair	May 28, 2020	# Attended	
. & 5	Showcase and reward exemplary individuals Leadership opportunities	Region III CCP Scholarship Program	Region Dir. Region III CCF Scholarship Comm.		Advertisement of Program # of nominations	
)	Provide opportunities for and engage in services to benefit the external community	Service Project in April and May "Region III Cares"	Region members	April 10 – May 30, 2020	# of cards and other correspondence of encouragement sent to local agencies and workers.	
j	Enhance, encourage and facilitate communication	Monthly meetings with Chapter Presidents. Updating the Region webpage and Facebook page Region Business meetings	Region Dir. Chapter Pres.	Ongoing throughout the year	Monthly meetings Updates via webpage, AFC blasts, Facebook Business Meetings at AFC functions	
f	Promote membership	Fall 2020 Region Membership Drive	Region Dir. Chapter Pres.	September and October Region Drive and chapter contest	# of new members	

Bylaws



Established Committee	April 23, 2020
Committee Reviewed Bylaws	April 23 - May 4
Bylaws	Reviewed and Updated
Total Points	10

From:

Charlene Latimer

Sent:

Thursday, April 23, 2020 4:27 PM

To:

gonzalezal@seminolestate.edu; Max Swanton; Heikkinen, Mary

Subject:

AFC Region III Bylaw Sub-Committee

Attachments:

AFC-Region-III-Bylaws-Rev-2017-09.pdf; 2015afcregionvupdatedbylaws.pdf; 2015regionivbylaws 8-3-15.pdf; REGION | BYLAWS Revised 5.14.18.pdf; Region ||

Bylaws_Updated June 2019.pdf

Hello,

Thank you for agreeing to serve on the AFC Region III Bylaws Review Committee. It looks as though the bylaws have not been reviewed since 2017 so it time. Please review the attached Region III Bylaws for clarity and accuracy in format and content. I also attached bylaws from the other regions for you to see style, format and content. Based our review of the bylaws we will see if minor or no changes are needed or if we want to send a revision to the membership for discussion of major changes.

During the week of May 4th we can meet via Zoom. Please let me know a few days and times that work for you in order to schedule our meeting.

Again, thank you for assisting with this project. I look forward to working with each of you on this committee and on other Region III projects in the coming year.

Thank you, **Charlene**

Charlene Latimer, Chair



DEVELOPING SKILLS FOR SUCCESS

Daytona Campus (386) 506-3142 (386) 506-3253 Fax <u>charlene_latimer@daytonastate.edu</u>

Association of Florida Colleges

Region III – Central Florida Bylaws, Policies and Procedures

ARTICLE I – PURPOSE

SECTION 1. Composition

As established by the Association of Florida Colleges (AFC) bylaws (Article X, Section 3) Region III shall comprise six AFC chapters of the Central Florida Region—namely the College of Central Florida, Daytona State College, Eastern Florida State College, Lake-Sumter State College, Seminole State College of Florida, and Valencia College.

SECTION 2. Mission

The mission of Region III will be to facilitate interaction and collaboration among colleges, chapters, and individual members within the Central Florida Region.

ARTICLE II - LEADERSHIP

SECTION 1. Region Board

Each year a Region Board will be established consisting of the Region Director, the Region Director-Elect, and the current Chapter Presidents of the six colleges comprising Region III.

SECTION 2. Board Meetings

- (1) The Region Board will convene at least four times annually to address present region business. These meetings will be organized and presided over by the Region Director, and may be conducted face-to-face, by telephone, or by other electronic means.
- (2) The Region Director or a designee will record and post minutes for all Region Board meetings.
- (3) If unable to attend a Chapter President may send a designee from the Chapter in his/her place.

ARTICLE III - RESPONSIBILITIES

SECTION 1: Region Director

- (1) The Region Director will represent the Central Florida Region on the AFC Board of Directors. The Director or a designee will attend each AFC Board of Directors meeting and provide a written report of region and chapter activities to the Board. (S)he will communicate actions and deliberations made by the AFC Board of Directors back to the Region Board and chapters.
- (2) The Region Director will provide an annual report of the goals and objectives of the region and its chapters to the Chair of the Planning & Development Committee.

- (3) The Region Director will organize, supervise, and publicize regional activities, workshops, and fundraisers, including the Region III Spring Conference.
- (4) The Region Director will coordinate region-wide communications, including the publication of a quarterly newsletter and upkeep of the Region III website and social media accounts.
- (5) The Region Director will submit a Region End-of-the-Year Report to the Chair of the Awards Committee each year in accordance with the reporting period and deadlines established by that Committee.
- (6) The Region Director may appoint committees or task forces as needed, such as to audit financial accounts or to plan region activities.

SECTION 2. Region Director-Elect

The Region Director-Elect will serve in the absence of the Region Director and perform other duties as assigned by the Region Director. The Region Director-Elect will assume the office of Region Director at the end of his/her term as Region Director-Elect.

SECTION 3. Chapter Presidents

- (1) Chapter Presidents will represent the interests of their respective chapters on the Region Board and act as liaison between their members and the Region.
- (2) Chapter Presidents will provide a quarterly report of chapter activities to the Region Board ahead of each AFC Board of Directors meeting and will submit copies of their chapter's goals and objectives annually, as requested by the Region Director.

ARTICLE IV - ELECTIONS

SECTION 1. Terms of Office

- (1) The Region Director and Region Director-Elect shall serve a one-year term from January 1 through December 31. The Region Director-Elect will assume the office of Region Director in the following calendar year.
- (2) Members may serve no more than two consecutive years in any one position.

SECTION 2. Eligibility

- (1) A candidate for appointment to the position of Region Director-Elect must be an active AFC member in good standing at one of the six chapters comprising Region III.
- (2) To be eligible, the candidate for Region Director-Elect must also have previously served in an officer role for an AFC chapter, region or commission.

SECTION 3. Nominations

- (1) Each year the Chapter Presidents shall comprise a nominating committee and will solicit nominations for Region Director-Elect from their respective memberships.
- (2) Each chapter may forward one candidate for the ballot.
- (3) The Chapter Presidents must report their chapter's nominee to the Region Director at least two weeks prior to the Region III Business Meeting at the AFC Annual Conference.

SECTION 4. Voting

- (1) Prior to the AFC Annual Conference, the Region Director will prepare a ballot for the Region Director-Elect position listing all candidates nominated by their chapters (alphabetically by last name) and space for one write-in.
- (2) Ballots will be distributed for voting during the Region III Business Meeting at the AFC Annual Conference. Eligibility requirements will be reiterated, and additional recommendations will be permitted from the floor.
- (3) The Region Director shall commence the vote, collect and tally the ballots. (S)he may appoint a committee to serve this function, but it may not contain any of the ballot candidates.
- (4) A candidate receiving the plurality of votes will be selected as the new Region Director-Elect.
- (5) If for some reason the newly elected Region Director-Elect can no longer accept the office, the candidate with the second highest total of votes will be selected.

SECTION 5. Vacancies

- (1) If a Region Director is unable to serve his/her full term, the Region Director-Elect shall assume the responsibilities of Region Director through that term's completion. Thereafter the Region Director-Elect will continue as Region Director for his/her duly elected term.
- (2) The Region Director may appoint a new Region Director-Elect should a vacancy occur. Appointments must be approved by a 2/3 vote of Chapter Presidents on the Region Board.
- (3) If both the Region Director and the Region Director-Elect are unable to complete their terms of office, then the Vice President for Regions & Chapters may appoint replacements for the remainder of that calendar year.

ARTICLE V - REGION MEETINGS

The Region Director will conduct at least two general business meetings per year at the Region III Conference in spring and at the AFC Annual Conference in fall. Additional meetings may be called as needed and with approval of the Region Board. These may be conducted face-to-face, by telephone, or by other electronic means.

ARTICLE VI - REGION CONFERENCE

SECTION 1. Location

- (1) Typically, the current Region Director's home college will host the Region III Spring Conference.
- (2) If the Region Director's college is unable to host the Conference, a new location may be selected by the Region Director (or Director-Elect) pending confirmation by the Chapter President whose college will host the conference and approval by 2/3 of the Chapter Presidents overall.

SECTION 2. Planning

The Region Director may establish a committee to assist with planning the Region III Conference, including selecting its theme, date(s) and schedule. Other chapters may be called upon to assist as needed.

SECTION 3. Registration Fees

- (1) Attendees must pay a conference registration fee, which shall be determined by the Region Director (or Director-Elect) and approved by the Region Board.
- (2) Any profits from the conference will be split between the host college, the Region III account, and any partnering commissions according to an agreement established in advance of the event.

ARTICLE VII - FINANCIAL ACCOUNTS

SECTION 1. Record-Keeping

- (1) The Region Director will act as custodian of the Region Financial Account and maintain a journal of invoices, registrations, itemized receipts and disbursements as outlined in the Association of Florida Colleges (AFC) bylaws (Standing Rule XIII, Articles 5-7).
- (2) The Region Director will provide a report of the Region's receipts and expenditures at each meeting of the Region Board and during the Region III Business Meeting at the AFC Annual Conference.

SECTION 2. Expenses & Reimbursements

- (1) Reimbursements may be made to individuals or organizations for Region III expenses upon submission of a formal request with itemized receipts and with approval by the Region Director (or Director-Elect) and 2/3 of Chapter Presidents on the Region Board.
- (2) Registration fees for the current Region Director to attend the AFC Board of Directors meetings will be covered by the Region budget. Reimbursement for associated travel costs may be approved based on the availability of funds and approval by the Region Board.

ARTICLE VIII - BYLAWS

SECTION 1. Review

The Region III bylaws will be reviewed annually by the Region Board and may be revised, as necessary. A copy of the most recent edition will be filed with the AFC State Office.

SECTION 2. Amendment

- (1) All proposed amendments to the region bylaws must be presented in writing to the region membership at least one week prior to deliberation and voting.
- (2) If the vote will be conducted online and not during a regularly scheduled business meeting, the polls must be open for at least two weeks.
- (3) A proposed amendment must receive approval by 2/3 of all votes in order to pass.

Financial Report



Financial Report	2019 - 2020
Total Points	10

Region III Ledger 2009-2015

05/17/2016 16511	6511	Motor City Coney Dogs/ Cafe Dupree	6526: Region III Catering		\$ (929.60)	\$3,603.41
05/17/2016 217208903(Alex Bruno	17208903		Region III Registration	\$ 35.00		\$3,638.41
05/17/2016 253	53	e	Region III Registration	\$ 45.00		\$3,683.41
05/17/2016 5	561	Jeremy Norton	Region III Registration	\$ 45.00		\$3,728.41
05/17/2016 11826	1826	Lake-Sumter Community College Foun Region III Registration	Region III Registration	\$ 45.00		\$3,773.41
05/17/2016 9313	313	Minerva Haugabrooks	Region III Registration	\$ 35.00		\$3,808.41
05/17/2016 1093	093	Brenda Skoczelas	Region III Registration	\$ 45.00		\$3,853.41
	1762	Cynthia Nash	Region III Registration	\$ 45.00		\$3,898.41
06/10/2016 16549	6549	Mary Heikkinen	6523: Region III reimbursement		\$ (16.23)	\$3,882.18
06/10/2016 16550	6550	Shirley Bazemore	6521: Region III reimbursement		\$ (32.09)	\$3,850.09
06/10/2016 16551	6551	Jessica Bardt	6521: Region III reimbursement		\$ (65.65)	\$3,784.44
2016-2017 Number	Number	Name	Memo	Deposits	Expenses	Balance
11/17/2016 16817	6817	Lois Brauckmuller	6526: Reimbursement for Region III Awards		\$ (58.20)	\$3,726.24
11/17/2016		Transfer 50/50 raffle proceeds	proceeds split from 50/50 raffle	\$ 203.12		\$3,929.36
06/27/2017 F0006039	1	Eastern Florida State College	Balance of Region III conference Funds	\$ 1,669.52		\$5,598.88
2017-2018 Number		Name	Memo	Deposits	Expenses	Balance
07/10/2017 17178	17178	Dr. Alton Austin	6526: Region 3 reimbursement		\$ (106.00)	\$5,492.88
08/16/2017 F0006054	1	Eastern Florida State College	Region III/ Facilites Registration	\$ 50.00		\$5,542.88
12/07/2017 17399		Christine Warner	6523: Reimbursement for Region III		\$ (444.73)	\$5,098.15
04/12/2018	10643913-E	04/12/2018 10643913-E James Miller	Region III Covering BOD meeting registration for James Miller		\$ (69.00)	\$5,029.15
04/12/2018 17575	7575	James Miller	6526: Reimbursement for Region III Conference		\$ (589.60)	\$4,439.55
04/12/2018 17576	7576	Canteen Dining Services	6526: Region III Conference food		(797.00)	\$3,642.55
05/02/2018	10643914-E	05/02/2018 10643914-F Cristen Causey	Region III Scholarship Cristen Causey at Eastern Florida State College	lege	\$ (200.00)	\$3,442.55
05/02/2018	10643914-E	05/02/2018 10643914-E Kimberly Sellers	Region III Scholarship Kimberly Sellers at College of Central Florida	a	\$ (200.00)	\$3,242.55
2018-2019 Number	Number	Name	Memo	Deposits	Expenses	Balance
09/28/2018 9959	9959	Seminole State College of FLorida Fdtr	Seminole State College of FLorida Fdtr Region III Proceeds from Spring Meeting	\$ 1,430.06		\$4,672.61
12/14/2018 17958	17958	James Miller	6526: Reimbursement for Region III Conference	-	\$ (284.92)	\$4,387.69
04/17/2019 18112	18112	College of Central Florida	6526: Region III Catering		\$ (1,559.26)	\$2,828.43
05/16/2019 4054719	1054719	College of Central Florida	Refund for Catering for Region III Meeting	\$ 674.63		\$3,503.06
05/23/2019 18136	18136	College of Central Florida	6526: Region III Printing		\$ (100.00)	\$3,403.06
06/26/2019 4055080	t055080	College of Central Florida	Region III Conference Proceeds	\$ 1,307.31		\$4,710.37
2019-2020 Number	Number	Name	Memo	Deposits	Expenses	Balance
12/13/2019 18401	18401	Kim Sellers	6523: Region III reimbursement for unsung hero awards		\$ (188.11)	\$4,522.26
03/12/2020		Janelis Rodriguez	Scholarship for CCP		\$ (200.00)	\$ 4,322.26
05/15/2020		Max Swanton	Scholarship for CCP		\$ (200.00)	
06/01/2020		Margaret Mentor	Scholarship for CCP		\$ (200.00)	\$ 3,922.26
06/01/2020		Arny Krewson	Scholarship for CCP		\$ (200.00)	\$ 3,722.26
06/03/2020		Cathy Bartling	Scholarship for CCP		\$ (200.00)	\$ 3,522.26
06/11/2020		Chalah Harris	Scholarship for CCP		\$ (200.00)	3,322
05/20/2020		Daytona State College	Deposit (Sponsorship Funds from Region III Conference)	\$ 550.00		\$ 3,872.26

Region III Communications



Current Article	7/20/2020
Region III/CPEC Webinar - Time	May 22, 2020
Management while working remotely	
Disney Trivia Night	May 22, 2020
Sitcoms Trivia Night	August 5, 2020
Region Directors Name That Tune	June 18, 2020
Trivia Night	
Region III/LRC Virtual Spring	March 23 and April 9, 2020
Conference	
CCP Scholarship Announcement	April 21, 2020
Total Points	40

degions

REGION II PARTICIPATES IN OPERATION GRATITUDE

and supported Operation Gratitude, whose mission is "to forge strong bonds between Americans and their Military and First Responder heroes through volunteer service projects, acts of gratitude, and meaningful Forty-two letters of gratitude written by AFC Region II members and their families were recently sent to law enforcement officers, firefighters, emergency medical services workers and health care providers across the nation. Participating in the Spring Conference service project, Region II volunteered virtually engagements in communities nationwide."

As the "Letters of Gratitude" writers expressed gratitude to our nation's heroes, some also shared hopeful messages, well wishes and positive thoughts, as well as information about themselves and their families, hobbies, work, school, pets, travel, interests and such. Those who couldn't find the words to write were invited to draw or paint a picture instead

Kate Adornetto, AFC service project chair at St. Johns River State College, said, "Receiving heartfelt 'Letters of Gratitude' during this time was a great way to connect our team with a global effort. Needless to say, the virtual project was a success!"

our mission. With the help of grateful Americans like you, we have delivered over 2.9 million of our signature care packages to deployed troops, veterans, wounded heroes and their caregivers, military families, recruits, Colonel Kevin Schmiegel said, "Thank you for your generous donation of 42 letters and your dedication to In a letter of appreciation sent to AFC Region II, Operation Gratitude Chief Executive Officer Lieutenant graduates and first responders since 2003."

For more information on Operation Gratitude visit, https://www.operationgratitude.com/.



alar you fer you gentrout domakon of 41 lekters and your dedication to our masko. With the Pelp of actual American Pelp you, we have delebered over 2 ag million of our signature Care Bakingst at 10 Toploy tooks, vietamist, Wounded Henros and Helic Categores, Million P. Somilies, Bertuits, Graduales at 10 Toploy

neas not only helps to send Care Packages to brighten semeone's day - by contributing to Operation , you see also helpeg each do boundying even passeen Together we are strongthening communities Latra with you, one generous and thoughful contributions and valuations.

'o demonstrate you' impact, i want to share one of my tovorite emals with you. It tenbids me of what it was ske to receive Care Packages during long deployments away from my own dure saons:

hank you again for your thaughtfulnest and wonderful pairiokt pplitt. Every single stantion we necive triters our mission, and the recibences of your generalty will reserve your kindices forever. As a 20-yes "all ne Verbarn and the LCD" of a nataling organization, I will altweip the appreciative of your kepport and soun agement for Operation Califord. You are tour publicly additive your preserved.

AFC REGION III HAPPENINGS

and gift card winners were: Dawn, Eileen and Charity. Thanks to all who joined members from several regions joined us for a fun night remembering Sitcoms as: Seinfeld, Friends, The Office, Raymond and Fresh Prince. Sitcom superstars Region III hosted another entertaining trivia night on August 5, 2020. AFC from the 80's to 2000's. Members tested their memories on comedies such Region III for lots of laughter and good memories of the 80's -2000's. Each year Region III provides CCP scholarship opportunities for its' members.

This year we had four outstanding nominations and recipients receive a CCP Scholarship.

- 1. Chalah Harris, Seminole State College of Florida
- 2. Amy Krewson, Eastern Florida State College
 - Peggy Mentor, Daytona State College
- Congratulations to four exceptional region members. 4. Cathy Bartling, Seminole State College of Florida



From: afc@memberclicks-mail.net on behalf of Association of Florida Colleges

<afc@memberclicks-mail.net>

Sent:

Friday, May 22, 2020 12:17 PM

To:

Charlene Latimer

Subject: AFC Region III Activities

CAUTION: This email came from outside Daytona State.

AFC Members - Join Us for Two Exciting Events

- •Region III & CPEC are hosting a webinar on Thursday, May 28th at 11:00 AM: Time Management While Working Remotely.
 - Check out 10 Practical Strategies for time and life management.
 - Check out the AFC website at https://www.myafchome.org/afc-webinar-series [clicks.memberclicks-mail.net] to register for this and many other helpful webinars.
- Region III Disney Trivia Night on Friday, May 29th at 6:00 PM.
 - Show off your knowledge of Disney animated movies from the classics all the way through the latest Pixar movies. We'll be using Kahoot to play, so be sure to join the Zoom (see below) meeting from your computer and have your mobile device handy for playing the game.
 - Prizes will be given to the top three Disney Superstars.
 - Wear your Disney T-Shirts, hats, etc. to win a prize.

Join Zoom Meeting (Disney Trivia Night)

https://us02web.zoom.us/j/81153522076?pwd=RDV0eFJMbjlQRU5DMXVVL1BCa3lWQT09 [clicks.memberclicks-mail.net]

Meeting ID: 811 5352 2076

Password: 685684

•Contact Charlene Latimer at <u>Charlene.latimer@daytonastate.edu [clicks.memberclicks-mail.net]</u> for more information.

AFC Members - Join Us for Two Exciting Events

- Region III & CPEC are hosting a webinar on Thursday, May 28th at 11:00 AM: Time Management While Working Remotely.
 - Check out 10 Practical Strategies for time and life management.
 - Check out the AFC website at https://www.myafchome.org/afc-webinar-series [clicks,memberclicks-mail.net] to register for this and many other helpful webinars.

From:

afc@memberclicks-mail.net on behalf of The Association of Florida Colleges

<afc@memberclicks-mail.net>

Sent:

Wednesday, August 5, 2020 4:49 PM

To:

Charlene Latimer

Subject:

on the HORIZON - your AFC e-Newsletter

CAUTION: This email came from outside Daytona State.



August 5, 2020

In This Issue...

- 1. Region III Trivia Night
- 2. Upcoming webinars
- 3. Share Your Story

From:

afc@memberclicks-mail.net on behalf of The Association of Florida Colleges

<afc@memberclicks-mail.net>

Sent:

Wednesday, June 17, 2020 1:52 PM

To:

Charlene Latimer

Subject:

on the HORIZON - your AFC e-Newsletter

CAUTION: This email came from outside Daytona State.



June 17, 2020

31.74

In This Issue...

- 1. AFC Executive Office Nominations
- 2. AFC Dues Change
- 3. Upcoming webinars
- 4. Name that tune

AFC Executive Office Nominations

From: afc@memberclicks-mail.net on behalf of Association of Florida Colleges

<afc@memberclicks-mail.net>

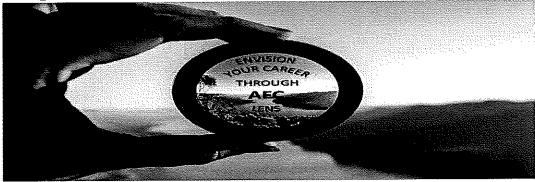
Sent: Monday, March 23, 2020 3:20 PM

To: Charlene Latimer

Subject: AFC Region III/LRC Virtual Spring Conference

CAUTION: This email came from outside Daytona State.

AFC Region III/LRC Virtual Spring Conference - April 10, 2020



Please join us for a day of professional development and connecting with your AFC colleagues.

Click on the link below to register for the Free virtual conference.

https://forms.gle/j1vLNktU5WY5vnWs9 [forms.gle] [clicks.memberclicks-mail.net]

Thank you,

Charlene Latimer
AFC Region III Director

This email was sent to charlene.latimer@daytonastate.edu by Charlene.Latimer@daytonastate.edu

Association of Florida Colleges • 1725 Mahan Drive, Tallahassee, Florida 32308, United States

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powered by MemberClicks [clicks.memberclicks-mail.net]

From: afc@memberclicks-mail.net on behalf of The Association of Florida Colleges

<afc@memberclicks-mail.net>

Sent: Thursday, April 9, 2020 8:20 AM

To: Charlene Latimer

Subject: on the HORIZON - your AFC e-Newsletter

CAUTION: This email came from outside Daytona State.



April 9, 2020

VAZV

In This Issue..

- 1. Region III/Learning Resources Commission Virtual Spring Conference
- 2. AFC to offer free webinars
- 3. 5 Ways to Care for Your Mental Health During Coronavirus

Charlene Latimer

From:

afc@memberclicks-mail.net on behalf of Association of Florida Colleges

<afc@memberclicks-mail.net>

Sent:

Tuesday, April 21, 2020 2:46 PM

To:

Charlene Latimer

Subject:

AFC Region III CCP Scholarship Nomination Deadline Extended

CAUTION: This email came from outside Daytona State.

Region III is now accepting nominations for CCP scholarships.

Nominee should be an active member within your chapter who is interested in learning more about the Association of Florida Colleges and the Florida College System. <u>CLICK HERE [clicks.memberclicks-mail.net]</u> for the nomination form.

Completed form must be emailed to Charlene Latimer, Charlene.latimer@daytonastate.edu [clicks.memberclicks-mail.net], no later than May, 1 2020. Submissions received after this date will not be considered.

This email was sent to charlene.latimer@daytonastate.edu by Charlene.Latimer@daytonastate.edu

Association of Florida Colleges • 1725 Mahan Drive, Tallahassee, Florida 32308, United States

Remove My Email or Manage Preferences [clicks.memberclicks-mail.net] • Privacy Policy [clicks.memberclicks-mail.net]

powered by MemberClicks [clicks.memberclicks-mail.net]

Region III Social Media



Region Website	June 2020
Facebook: Region Directors Name	June 18, 2020
That Tune Trivia Night	
Facebook: Time Management Webinar	May 28, 2020
Facebook: Disney Trivia Night	May 29, 2020
Total Points	20



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REGION III

Events

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Professional Development

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Upcoming Events

Fri Nov 13, 2020

Current Submission Deadline

Category: Curr

Wed Nov 18, 2020

71st AFC Virtual Annual Meeting

and Conference

Category: AFC Events

Fri Nov 20, 2020

Council of Presidents Zoom

Business Meeting - November 20,

2020

REGION III RESOURCES

Welcome to Region III!

ASSOCIA FLORIDA

Operational Plan for 2018

Region III Report - (January 31, 2018).

Region III Report (April 3, 2018). 🗷

ANNOUNCEMENTS

NEW

Rollin' Back to the 90's + Sitcom Trivia

Join us as we roll back to the 90's & 2000's and recall some of our favorite sitcoms for Virtual Trivia:

Friends, Fresh Prince, Raymond, Seinfeld & more!

When: Wednesday, August 5th at 7:00 PM

<u>Printable Flyer</u>

Register in advance for this meeting:

https://us02web.zoom.us/meeting/register/tZlqcuqtpjwuH9faxkNOZCy693kPVrOWmVUo

Service Project





Association of Florida Colleges

about an hour ago https://www.google.com/ .../state-colleges-floridaenroll.../amp/



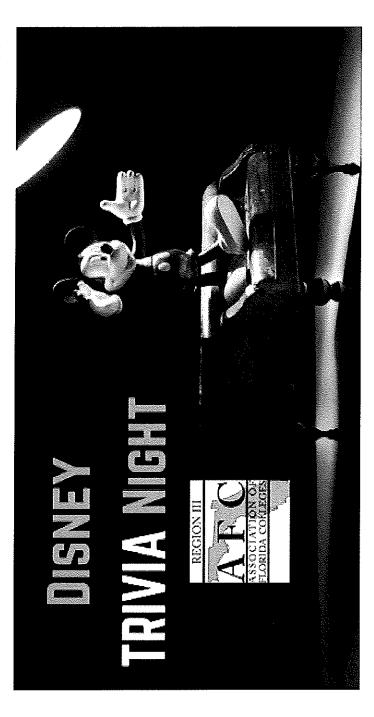
Chalah Harris, SSC Amy Krewson, EFSC Peggy Mentor, DSC Cathy Bartling, SSC

Region III is now accepting nominations for CCP scholarships. 3 CCP for Region III!

Nominee should be an active member within your chapter who is interested in learning more about the Association of Florida Colleges and the Florida College System. CICK HERE for the nomination form. Completed form must be emailed to Charlene Latimer, Charlene.latimer@daytonastate.edu, no later than May,

15 2020. Submissions received after this date will not be considered.

Events



Region III Disney Trivia Night 29 Public - Hosted by AFC Region III

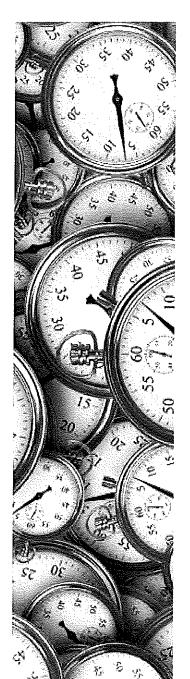
M Invite

- Friday, May 29, 2020 at 6:00 PM 7:00 PM EDT 2 days from now 21-28°C Heavy Thunderstorm
- Online Event

0 Going · 11 Interested



Events



Time Management Webinar





career and professional employees commission

% % % %

Webinar: Time Management While Working

Remotely

Public · Hosted by AFC Region III

M Invite

- Thursday, May 28, 2020 at 11:00 AM 12:00 PM EDT Tomorrow · 21–31°C Heavy Thunderstorm
- AFC Region III
- Tickets

Sign Up

Join or Lag Inte Packbook

Events

Events



Englist França
Privac Cookie Facebo

Do you want to Join Facebook?

Sign Up

Name That Tune hosted by Your AFC Region Directors

Public · Hosted by Association of Florida Colleges

invite

Thursday, June 18, 2020 at 7:00 PM - 8:00 PM EDT Starts in about 7 hours \cdot 30°C Partly Cloudy

Online Event https://us02web.zoom.us/ij/899150433537 pwd=M0dnQzdlV2ovSDJYSnJJMDZHMktTUT09

Join Event

0 Going · 10 Interested

Details

"Music Through the Decades - NAME THAT TUNE"

Hosted by Your AFC Region Directors

June 18th at 7 p.m.

Please note: It is ideal to have your phone and another device to play along. We will be using KAHOOT.

1st and 2nd place prizes for those who can guess the most 70's, 80's and 90's music.

JOIN US FOR SOME FUN and PRIZES.

Games Online

Hosted by



Association of Florida Colleges

About the Venue

Association of Florida Colleges Education • 1,124 likes

Region III Board Meetings



Kim Sellers, 2019 Director	November 5, 2019
Charlene Latimer	January 29, 2020
Charlene Latimer	April 23, 2020
Charlene Latimer	July 3 (Emergency Mtg.) and July 30,
	2020
Total Points	20

AFC BOARD OF DIRECTORS MEETING

Tuesday, November 5, 2019 3:00 PM Innisbrook 36750 US Hwy 19 N. Palm Harbor, FL 34684

Meeting Minutes

1.0 General Business

1.1 Call to Order

President Marjorie McGee called the November 5th Association of Florida Colleges Board of Directors meeting to order at 4:08 p.m.

1.2 Roll Call – sign-in sheet

An attendance sheet was sent around. The following members of the Board of Directors were present at the meeting:

Marjorie McGee Matthew White Ray Coulter Holly Sutton John Fey Tunjarnika Coleman-Ferrell

Lynne O'Dell Alan Montgomery Katie Profeta Kelly Hogan

Govindah Ramnarain Jean Scheppers Ann Hubbard

Michael Pelitera Claire Miller

Daniella Pierre

Jessie Clayton

Ryan Buckthorpe Wanjiku Jackson Matt Wetzel Kim Sellers Jaimie Pagels Mark Johnson Katrina Porter Byron Todd

Christine Tripp

Wanda Curtiss

Stephanie L. Campbell

Melonie Miner Gregory Williams Sandi Barrett Juanita Scott Andre Hawkins

- 1.3 Consent Items for Approval or Ratification Michael Brawer
 - 1.3.1 Approval, Board of Directors Agenda, November 5, 2019
 - 1.3.2 Approval, Board of Directors Meeting Minutes September 20, 2019
 - 1.3.3 Ratify, Wyndham Orlando Resort International, FCS Councils Mr. Brawer detailed the consent items.

Action: Upon a motion by Gregory Williams and a second by Matt Wetzel the consent items were approved or ratified unanimously.

AFC BOARD OF DIRECTORS MEETING

Wednesday, January 29, 2020 3:00 PM Association of Florida Colleges 1725 Mahan Drive

Tallahassee, FL 32308

Meeting Minutes

1.0 General Business

1.1 Call to Order

President Matthew White called the January 29, 2020 meeting of the AFC Board of Directors to order at 4:04 p.m.

1.2 Roll Call

A sign-in sheet was sent around the room. The following members of the Board of Directors were present in the room:

Matthew White
Holly Sutton
Christine Tripp
John Fey
Gregory Williams
Marjorie McGee
Andre Hawkins
Lynne O'Dell
Yakir Fernandez
Sharon Walker

Govindah Ramnarain Jean Scheppers Ann Hubbard

Travis Jordan

Mercedes Clement

Chalah Harris
Jessie Clayton
Tim Morris
Wanjiku Jackson
Joyce Smith
Charlene Latimer
Jaimie Pagels

Rochelle Popp-Finch (John

Barbieri) Melonie Miner Juanita Scott Sandi Barrett Dolores Teter

Brenda Rante

1.3 Consent Items for Approval or Ratification

- 1.3.1 Approval, Board of Directors Agenda, January 29, 2020
 Mr. Michael Brawer made a request to table item 3.3 as Byron Todd,
 Finance and Human Resources Chair, was not present at the meeting to
 present the Proposed Budget Revisions to the Board of Directors. Mr.
 Brawer stated that the revisions would be sent to current board members
 electronically within the next couple of weeks.
- 1.3.2 Approval, Board of Directors Meeting Minutes November 5, 2019

AFC BOARD OF DIRECTORS ZOOM MEETING Thursday, April 23, 2020 2:00 PM

Meeting Minutes

1.0 General Business

1.1 Call to Order

President Matthew White called the April 23, 2020, meeting of the Association of Florida Colleges Board of Directors to order at 2:03 p.m. The meeting took place on Zoom and was recorded.

1.2 Roll Call

Mr. Michael Brawer took roll of the voting members of the Board of Directors. The following members were present:

Matthew White
Ray Coulter
Marjorie McGee
Holly Sutton
Christine Tripp
John Fey
Gregory Williams
Andre Hawkins

Andre Hawkins
Byron Todd
Lynne O'Dell
Yakir Fernandez
Sharon Walker
Travis Jordan
Daniella Pierre
Govindah Ramnarain

Faculty chair)
Mercedes Clement

Tracy Ciucci (incoming

Chalah Harris Jessie Clayton Tim Morris

Eligio Marquez(incoming

WACE chair)
Wanjiku Jackson
Joyce Smith
Charlene Latimer
Jaimie Pagels
Brenda Rante
Evelyn Ward
Melonie Minor
John Barbieri
Kim Sellars
Juanita Scott
Dolores Teter
Joe Pickens

1.3 Consent Items for Approval or Ratification

Mr. Brawer presented the consent items to the board. There was no further discussion.

- 1.3.1 Approval, Board of Directors Agenda, April 23, 2020
- 1.3.2 Approval, Board of Directors Meeting Minutes January 29, 2020
- 1.3.3 Ratify, West American Insurance Company, Commercial Auto Policy
- 1.3.4 Ratify, Ohio Security Insurance Company, Commercial Package Policy **Action:** *Upon a motion by Ray Coulter and a second by Brenda Rante the consent items were approved or ratified unanimously.*

AFC BOARD OF DIRECTORS' EMERGENCY MEETING Friday, July 3, 2020 ZOOM

Meeting Minutes

1.0 Call to Order

President Matthew White called the July 3, 2020, Zoom AFC Board of Directors Emergency Meeting to order at 9:31 a.m.

1.1 Roll Call

Marsha Kiner took roll of the board members present on Zoom. The following members of the board were present:

Matthew White
Ray Coulter
Holly Sutton
Christine Tripp
John Fey
Gregory Williams
Marjorie McGee
Lynne O'Dell
Yakir Fernandez
Sharon Walker
Travis Jordan
Daniella Pierre
Michael Pelitera
Mercedes Clement
Chalah Harris

Jessie Clayton
Barbara Miedema
Wanjiku Jackson
Charlene Latimer
Jaimie Pagels
Brenda Rante
Evelyn Ward
Bill Mullowney
John Barbieri
Kim Sellers
Melonie Miner
Juanita Scott
Angela Falconetti
Joe Pickens

Ms. Kiner announced that there was a quorum for the meeting.

1.2 Approval, Board of Directors' Agenda, July 3, 2020

Mr. White called for a motion to approve the Board of Directors' Agenda for the July 3, 2020 meeting.

Action: Upon a motion by Mercedes Clement and a second by Ray Coulter the Board of Directors' Agenda for July 3, 2020 was approved unanimously as it was presented.

1.3 Ratify, Retainer with Allen Norton & Blue, P.A.

Mr. White presented the document from Allen Norton and Blue, which was emailed to the board members on July 2, 2020. He stated that he was presenting the retainer

Association of Florida Colleges Board of Directors' Zoom Meeting Thursday, July 30, 2020

Meeting Minutes

1.0 General Business

1.1 Call to Order

President Matthew White called the July 30, 2020 meeting of the Association of Florida Colleges Board of Directors to order at 2:02 p.m.

1.2 Roll Call

Executive Director Marsha Kiner took roll of the board members who were present on Zoom. The following board members were present:

Matthew White
Ray Coulter
Holly Sutton
Christine Tripp
John Fey
Gregory Williams
Marjorie McGee
Byron Todd
Lynne O'Dell
Sharon Walker
Travis Jordan

Lynne O'Dell
Sharon Walker
Travis Jordan
Daniella Pierre
Govindah Ramnarain
Michael Pelitera
Mercedes Clement

Chalah Harris
Jessie Clayton
Barbara Miedema
Wanjiku Jackson
Joyce Smith
Charlene Latimer
Jaimie Pagels
Evelyn Ward
Bill Mullowney
John Barbieri
Kim Sellers
Melonie Minor
Angela Falconetti

Sandi Barrett Joe Pickens

A quorum was confirmed for the meeting.

1.3 Consent Items for Approval or Ratification

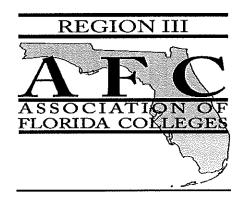
- 1.3.1 Approval, Board of Directors Agenda, July 30, 2020
 Upon a motion by Sharon Walker and a second by Gregory Williams, the Board of Directors Agenda, July 30, 2020, was approved unanimously.
- 1.3.2 Approval, Board of Directors Zoom Minutes, April 23, 2020 Upon a motion by Mercedes Clement and a second by Ray Coulter, the Board of Directors Zoom Minutes, April 23, 2020, were approved unanimously.
- 1.3.3 Approval, Board of Directors Emergency Meeting Minutes, July 3, 2020

Upon a motion by Gregory Williams and a second by Charlene Latimer, the Board of Directors Emergency Meeting Minutes, July 3, 2020, were

Region III Board Written Reports



Charlene Latimer	January 2020
Charlene Latimer	April 2020
Charlene Latimer	July 2020
Total Points	15



AFC Region III 2020 Officers

OFFICERS

Director: Charlene Latimer, Daytona State College

- eMail: charlene.latimer@daytonastate.edu; Phone: 386-506-3142

Director-Elect: Mary Heikkinen, Lake-Sumter State College - eMail: heikkinm@lssc.edu;

Phone: 352-323-3626

CHAPTER PRESIDENTS

Central Florida:

President: Ron Kielty, Ocala; eMail: kieltyr@cf.edu; Phone: 352-854-2322, ext.1561

Daytona State:

President: Max Swanton, Flagler/Palm Coast; eMail: max.swanton@daytonastate.edu;

Phone: 386-246-4834

Eastern Florida:

President: Tracy Glidden; eMail: gliddent@easternflorida.edu; Phone: 321-433-5548

Lake Sumter State:

TBD

Seminole State:

President: Charity Lo-Giudice, Sanford/Lake Mary; eMail: logiudicec@seminolestate.edu;

Phone: 407-708-2708-2440

Valencia:

TBD

Region Happenings

- 1. Contacted 2020 Region III Chapter Presidents via email and telephone.
- 2. Meet with DSC Spring Conference planning committee on January 24, 2020.
- **3.** Spring Conference scheduled for Friday, April 10, 2020 hosted by Daytona State College.



CF AFC College Council Report

Ocala, Founder's Hall board room

Monday, January 14, 2020 - 2:00 pm- 3:00pm

- 1) 15 AFC chapter members attend annual Meeting Nov 6-8
 - a. Chapter was awarded Platinum Chapter
 - b. Debbie Bowe was awarded Honorary Lifetime Member ship
 - c. Cara Bennett was awarded Unsung Hero for Region III
 - d. Marketing & Public Relations was awarded 9 awards form the Communications and marketing commission
- 1) Nov 13 was the annual Thanksgiving potluck in the Webber center 52 attended
- 2) Nov 19 AFC chapter meeting, Jessica Kummerle, presented a Legislative update to AFC members. Jessica reviewed the house and senate committee structures and reported that there are not many higher education bills filed this year.
- 3) Nov 27 Thanksgiving Sharing with Evangeline Booth Gardens residents
- 4) Dec 10 AFC Chapter meeting Chapter members that attended annual meeting shared what they learned at the meeting that benefit the college and the chapter.
- 5) Dec 13 Graduation Flowers sales raised \$485.00
- 6) Jan 21 AFC Chapter meeting CF Foundation will be presenting
- 7) 3 members will be attending Legislative days Jan 28-29
- 8) 4 members will be attending Leadership conference on Jan 30-31
- 9) Best practice Rory Wells Dual enrollment

Daytona State College

Chapter Activity Report to Region Director Nov. 1, 2019 – Jan 31, 2020

Submitted by: Max Swanton, Chapter President

Fundraisers:

December 2019 – Presented \$500.00 to Center for Women & Men to purchase bus passes for homeless students. Funds were from candy fundraiser in October 2019.

Community Service:

• Chapter collected items for the Service Project at the Annual Meeting and Conference.

Membership:

• November – DSC received \$1,500.00 for AFC Membership Incentive Challenge – recruiting the most AFC members in the 28 Colleges for 2019.

Conference & Commission Participation:

- 11/6-7/19 Charlene Latimer, Mercedes Clement and Max Swanton attended the 70th AFC Annual Meeting and Conference.
- Daytona Beach Police Chief (alum of DSC) received the 2019 LeRoy Collins Hometown Hero Award. Four other DSC employees attended the Gala.

Professional Development:

N/A

Chapter Administration & Meetings:

Membership meeting on January 15, 2020. Welcomed new Chapter Board Members at the meeting.

Upcoming Plans:

- Host the Region III Conference at Daytona State College
- Continue to promote membership throughout the year.



Eastern Florida AFC Chapter Report Submitted by Tracy Glidden

EFSC Chapter Happenings:

- 12 members attended AFC Annual Conference in November
- January Held a brief meeting with new board leadership on January 15. (Still a few vacancies)
- Membership meeting scheduled for February 14th inviting all members to hear about plans for the year, sharing all updates from Leadership Conference.

Lake-Sumter State College

Chapter Activity Report to Region Director Oct 1, 2019 – Jan 31, 2020

Submitted by:

Mary Heikkinen, Chapter Representative (in absence of a Chapter President)



Fundraisers:

• 12/10/19 – AFC sponsored their Annual Silent Auction at the LSSC annual holiday luncheon. We raised \$545.

Community Service:

- 10/26/19 AFC sponsored a team to participate in the Monster Dash Fun Run to raise money for the LSSC Foundation.
- 11/8/19 AFC sponsored a "Tea" basket for the March of Dimes Auction. Items were donated by AFC Chapter members.

Membership:

- 10/23/19 AFC hosted a table at the LSSC Benefits Fair and distributed applications to potential new members. Healthy snacks were also provided.
- 11/20/19 AFC Chapter sent out a Survey to all members asking for input on what they would like to see AFC do as a Chapter.
- 12/6/19 Chapter sponsored water and candy at college graduation event.

Conference & Commission Participation:

 11/6-7/19 – Joan Thurman and Mary Heikkinen attended the 70th AFC Annual Meeting and Conference, Palm Harbor, Florida.

Professional Development:

• 11/8/19 – Chapter supplied many volunteers to help at the new FLITE Launch: A Celebration of Teaching.

Chapter Administration & Meetings:

- Executive Board meetings were held on October 11 and November 22, 2019.
- Chapter is working on awarding scholarships for the 2019 Kids College recipients.

Upcoming Plans:

- Sponsor a fundraiser for colleague appreciation day near Valentine's day
- Meet the Candidates event for upcoming elections
- Region III Conference attendance at Daytona State College

- March of Dimes luncheon(s) sponsored by AFC during the summer
- AFC Spirit Day(s) where members "get caught" wearing their AFC gear and are eligible to win a small prize
- Supply volunteers to the LSSC Annual Employee Appreciation Day
- Membership promotion at the LSSC Health Fair
- Membership promotion at May graduation

November 2019-January 2020 Chapter Report

Seminole State College

Submitted by Charity Lo Giudice

Membership:

AFC Overview Presentation — The President Elect from the Seminole State College AFC Board presented an overview of AFC to new employees at the new employee orientation and answered questions about benefits and chapter activities on campus. (November 8, 2019)

AFC Overview Presentation — The membership chair from the Seminole State College AFC Board presented an overview of AFC to new employees at the new employee orientation and answered questions about benefits and chapter activities on campus. (January 9, 2020)

Community Service:

Fisher House Donations — AFC members donated items to the Fisher House as part of the annual AFC Conference service project. (November 2019)

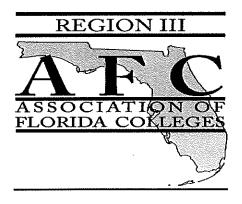
Cell Phone Donations — Employees collected used cell phones for Safe House of Seminole. (November 20, 2019)

Toiletries Donation — Employees collected hotel size toiletries for Safe House of Seminole. (November 20, 2019)

'Stashe Bash — AFC hosted a 'Stash Bash themed information table for students and employees at each campus to promote men's health awareness for the month of November. Employees were able to pledge participation in No Shave November or Movember to encourage communication about men's health awareness and information about the topic were handed out by AFC board members. (November 4, 2019)

Heart Walk Donations — AFC members participated in the Orlando Heart Walk and collected funds to donate to the American Heart Association. (November 9, 2019)

Best Dressed Bear and Stuffed Stockings— AFC hosted the annual Best Dressed Bear contest to encourage employees to dress a bear to donate to the Salvation Army as part of their Christmas community service programs. Employees could also choose to stuff a stocking for older children as well. Seminole State donated a total of 66 stuffed stockings and 108 dressed bears. (December 2, 2019)



Report for Feb – April 2020

AFC Region III 2020 Officers

OFFICERS

Director: Charlene Latimer, Daytona State College

- eMail: charlene.latimer@daytonastate.edu; Phone: 386-506-3142

Director-Elect: Mary Heikkinen, Lake-Sumter State College - eMail: heikkinm@lssc.edu;

Phone: 352-323-3626

CHAPTER PRESIDENTS

Central Florida:

President: Ron Kielty, Ocala; eMail: kieltyr@cf.edu; Phone: 352-854-2322, ext.1561

Daytona State:

President: Max Swanton, Flagler/Palm Coast; eMail: max.swanton@daytonastate.edu;

Phone: 386-246-4834

Eastern Florida:

President: Tracy Glidden; eMail: gliddent@easternflorida.edu; Phone: 321-433-5548

Lake Sumter State:

TBD

Seminole State:

President: Charity Lo-Giudice, Sanford/Lake Mary; eMail: logiudicec@seminolestate.edu;

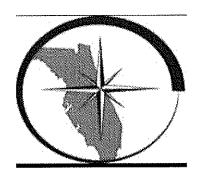
Phone: 407-708-2708-2440

Valencia:

TBD

Region Happenings

- 1. Chapter President's meetings
 - a. Feb. 18, 2020 Conference Call
 - **b.** April 2, 2020 Zoom meeting
 - c. April 16, 2020 Skype meeting
- **2.** Met with DSC Spring Conference planning committee on 2/4/2020 and 3/3/2020.
- **3.** Spring Conference conducted virtually on Friday, April 10, 2020.
- **4.** Upcoming activities: Virtual Trivia Night and Region III Cares for their communities (cards being sent to local workers during COVID-19).



Eastern Florida Chapter April 2020 Chapter Report to Region Director

February, 2020

Candy Gram Sales - Fundraiser for Valentine's Day (all campuses)

Membership Meeting & Induction of New Board Members

Shared leadership opportunities and presentation on benefits of membership

Professional Development session - Academic Success Centers (Melbourne)

March, 2020

Chili Cook Off - Social Fundraiser (Melbourne) - One new member joined at event

Pie Sales - Fundraiser for Pi Day (all campuses)

Chapter Board Meeting:

- 3 new members since February,
- Discussed upcoming Region Conference and other AFC Professional Development opportunities,
- Fundraising efforts in February and March added over \$1000 to our budget

April, 2020

Region III Virtual Conference – 7 Chapter members attended

Lake-Sumter State College

Chapter Activity Report to Region Director Feb 1, 2020 – Apr 15, 2020

Submitted by:

Mary Heikkinen, Chapter Representative (in absence of a Chapter President)



Community Service:

- 2/27/20 AFC members attended the Annual March of Dimes Kickoff luncheon to begin the process of raising funds.
 - o Several members took boxes of candy to sell.
 - We will also be sponsoring luncheons during the summer.
- 4/10/20 In response to the Region III "AFC Cares" service project, our chapter sponsored AFC by
 dropping off handmade cards to our local hospital Advent Health/Waterman. These cards will be
 delivered to caregivers and support service team members to encourage them to keep going.

Membership:

• 2/21/20 – The AFC Chapter supplied volunteers to assist at the LSSC Annual Employee Appreciation Day. AFC membership information was available on the tables.

Conference & Commission Participation:

- 4/10/20 The following AFC members attended the Region III Division meeting which was held online through WebEx:
 - Judith Haars
 - o Mary Heikkinen
 - o Erin North
 - o Asha Raghunauth
 - o Brenda Skoczelas

Chapter Administration & Meetings:

- Executive Board meetings were held on:
 - 0 1/31
 - 0 2/21
 - 0 2/28

Scholarships

 Our AFC Chapter is working on awarding scholarships for the 2019 and upcoming 2020 Kids College recipients.

Region III Activity

- Mary Heikkinen attended Chapter President phone conferences on:
 - 0 2/18/20
 - 0 4/2/20

Professional Development:

• No activity

Fundraisers:

No activity

Upcoming Plans:

- With the COVID-19 stay-at-home orders still in place, we don't know what to expect for future months.
- Our chapter is still in flux without an President or Vice President.

February 2020-April 2020 Chapter Report



Seminole State College

Submitted by Charity Lo Giudice

Membership:

AFC Overview Presentation — The President- Elect from the Seminole State College AFC Board presented an overview of AFC to new employees at the new employee orientation and answered questions about benefits and chapter activities on campus. (March 12, 2020)

Community Service:

Denim Day—AFC members will recognize denim day by wearing jeans to raise awareness of rape and sexual assault. We will ask members to take pictures of themselves supporting the cause and to post on our Facebook page. A webpage link will be made available to members who wish to donate to a local charity relevant to this event. Donated items to the Fisher House as part of the annual AFC Conference service project. (April 29, 2020)

#AFCCares Campaign- AFC members are asked to create cards for local healthcare workers, first responders and community partners helping during the COVID-19 pandemic.

Gently used eyeglasses Donations — Employees collected used gently used eyeglasses for The Lions Club. (April- May 2020) Items might not be turned in until Summer due to campuses are currently closed.

Collection of Box Tops and Pop Tops-Items might not be turned in until Summer due to campuses are currently closed. (2019-2020 Initiative)

Professional Development:

Sustainability Lunch and Learn — A professional development workshop co-hosted by AFC to discuss the ideas of sustainability practices at our college. (February 26, 2020)

Zoom Yoga Sessions — Employees have the chance to participate in live yoga sessions every Friday in April at 1 p.m. Sessions are hosted by professor Christina Bisirri (April 3 - May 1, 2020)

Region III Virtual Conference- Seminole State College had approximately 20 AFC members participate throughout the day during this online conference. (April 10, 2020)

From Library to Desktop Workshop — Employees have the chance to learn about the latest in technology from our Oviedo librarian, Kellie Diaz. Due to campus closures, this workshop is being reformatted as an online event with possible changes to some content. (April 2020)

Zoom: Tips and Tricks- Online learning event for employees to learn the best techniques for participating and hosting meetings in the online platform "Zoom". (April 2020)

Fundraising:

Nothing Bundt Cakes- Orders were taken for bundt cakes from Nothing Bundt Cakes for our Lee campus at Oviedo. Due to campus closures, cakes cannot be picked up and sent out until after campuses are open. The pop-up table is currently postponed for the Sanford / Lake Mary campus.

Chapter Administration & Meetings:

Board meeting was held on February 28, 2020.

AFC Chapter Member Newsletter sent out on February 18, 2020

Board meeting was held on March 13, 2020.

AFC Chapter Member Newsletter sent out on March 19, 2020- This newsletter focused specifically about bringing the world to you at home via technology during a time of social distancing. It listed websites for families and individuals to check out virtual tours for museums and zoos as well as online learning options and community service ideas.

Board meeting was held on April 15, 2020.

AFC Chapter Member Newsletter to be sent out April 20, 2020.

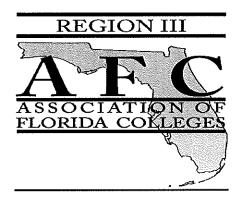
Chapter Socials:

Annual AACF event in Oviedo. AFC sponsors with the Down South Yam cake, 4 cases of water and we make the award for the recipient. (in Feb 20, 2020)

Trivia Night Social — The Seminole State AFC chapter hosted an evening social at a local restaurant for trivia night. (March 10, 2020)

Chapter / Member Recognition:

Milca Journet was elected the recipient of the Seminole State College AFC Chapter Spring book / tuition scholarship. (March 2020)



Report for May - July 2020

AFC Region III 2020 Officers

OFFICERS

Director: Charlene Latimer, Daytona State College

- eMail: charlene.latimer@daytonastate.edu; Phone: 386-506-3142

Director-Elect: Mary Heikkinen, Lake-Sumter State College - eMail: heikkinm@lssc.edu;

Phone: 352-323-3626

CHAPTER PRESIDENTS

Central Florida:

President: Kim Sellers, Ocala; eMail: sellersk@cf.edu; Phone: 352-854-2322 ex: 1266

Daytona State:

President: Max Swanton, Flagler/Palm Coast; eMail: max.swanton@daytonastate.edu;

Phone: 386-246-4834

Eastern Florida:

President: Tracy Glidden; eMail: gliddent@easternflorida.edu; Phone: 321-433-5548

Lake Sumter State:

TBD

Seminole State:

President: Arlene Gonzalez; eMail: gonzalezal@seminolestate.edu; Phone: 407-708-2740

Valencia:

TBD

Region Happenings

- 1. Chapter President's meetings
 - a. May 22, 2020 Teams meeting
 - b. July 17, 2020 Teams meeting
- 2. Attended the Seminole Chapter Membership Meeting May 14, 2020.
- 3. Region III Events
 - **a.** May 28th Webinar on Time Management in a Virtual World
 - **b.** May 29th Disney Trivia Night
- 4. Upcoming activities: Another Virtual Trivia Night (8/5) and continue Region III Cares for their communities (cards being sent to local workers during COVID-19).
- 5. Welcomed new Chapter Presidents
 - a. Arlene Gonzalez Seminole
 - **b.** Kim Sellers Central Florida
- 6. Region Directors Name That Tune Trivia Night (6/18)
- 7. Region III 2020 CCP Recipients
 - a. Peggy Mentor, DSC
 - b. Chalah Harris, SSC
 - c. Cathy Bartling, SSC
 - d. Amy Kewson, EFSC



College of Central Florida AFC Chapter Report May – July, 2020

Respectfully submitted by Kim Sellers, Chapter President

May - 2020

- Trivia Night held via zoom- All members and nonmembers were invited to attend
- The slate of new officers for the CF AFC chapter E-Board was sent to the membership for voting
- Chapter bylaws changes were approved through vote by membership.

June - 2020

- Installation of the new E-Board took place through a zoom meeting. Dr. Henningsen performed the installation.
- Chapter Bingo Night was held via zoom- All members and nonmembers were invited.
- Guest speaker, Debbie Bowe, CF and AFC retiree, shared tips on Work/Life Balance during COVID
- Member awards were awarded: Chapter Member of the Year Mary Boseman and Board Member of the Year – Tina Banner

July - 2020

- New E-Board held its planning meeting for the upcoming year.
- Chapter social held via zoom: Get to Know Your AFC Membership: Two Truths and a Fib
- July Guest Speaker: Dr. Tammi Viviano, Co-Chair of the Diversity and Inclusion Committee shared the goals of the committee for the upcoming semester and how AFC chapter can assist with activities.

Daytona State College

Chapter Activity Report to Region Director May – July 2020

Submitted by: Max Swanton, Chapter

President



Member Recognition:

• Member Peggy Mentor received one of the Region III CCP Scholarships.

Community Service:

• Community Service - In May, the chapter participated in AFC Cares effort which delivered thank you cards to health care workers at local dialysis clinics (Daytona, Ormond Beach, Port Orange).

Membership:

N/A

Conference & Commission Participation:

N/A

Professional Development:

- Chapter members have been attending the AFC Tuesday/Thursday webinars.
- Chapter members attended the Region III Disney Trivia Night and the Region Director Name that Tune Event.

Chapter Administration & Meetings:

• Chapter President attended the Region III Chapter Presidents meeting in July.

Eastern Florida Chapter

July 2020 Chapter Report to Region Director

May 2020

Student Development Conference participation – Eastern Florida was Exemplary Practice finalist and Professional Development presentation.

Participated in Region III Virtual Trivia

June 2020

Chapter Board Meeting

- Discussed next year's board
- Possible virtual events for the chapter
- Planning for Welcome Back

July 2020

Ordered polos for fundraising

Hope to host a beach cleanup after employees return to work