

**The District Board of Trustees  
Santa Fe Community College, Florida  
Agenda for Board Meeting of July 19, 2005, at 4 p.m.  
Wattenbarger Student Services Building Board Room**

**Adoption of Agenda**

**Agenda Item: 1.1**  
418.439, 05-06

1. General Functions
  - 1.1 Adoption of Agenda for Meeting of July 19, 2005
  - 1.2 Organization of the Board for 2005-2006
  - 1.3 Approval of Board Meeting Minutes of June 21, 2005
  
2. Information Items
  - 2.1 President's Report
  - 2.2 Standardized Internship Agreement for Biomedical Engineering Technology with Philips Medical Systems, NA
  
3. Consent Items
  - Personnel
    - 3.1 Contract Staff (Faculty)
    - 3.2 Contract Staff (Administrative and Professional)
    - 3.3 Career Service Staff
    - 3.4 Leave of Absence
  
  - Contracts, Grants
    - 3.5 Center of Excellence -- Grant
    - 3.6 Math Opens the Door Scholarships -- Grant
  
4. Facilities Items
  - 4.1 Project Report and Action Request - Health Science Addition
  - 4.2 Project Report and Action Request - Approval of Annual Capital Improvement Plan
  - 4.3 Project Report and Action Request - Cafeteria Renovation, Approval of Budget
  
5. Finance/Business Affairs Items
  - 5.1 Report of Purchases for June 2005
  - 5.2 Fund 1 (Current Unrestricted) Revenue and Expenditure Report as of June 30, 2005
  - 5.3 Warrants Issued for June 2005
  - 5.4 Budget Amendment #1, 2005-2006 Operating Budget, Current Unrestricted (Fund 1)
  - 5.5 Purchase of Planetarium Equipment
  - 5.6 Permission to Write-Off Uncollectible Accounts

6. General Institutional Items
  - 6.1 Emergency Contract Authority
  - 6.2 Credit and Post Secondary Adult Vocational Lab Fee Schedule for 2005-2006
  - 6.3 College Catalog for 2005-2006
  - 6.4 Continuing and Community Education EnRich! Brochure for Fall A 2005
  - 6.5 Advisory Committee Appointments and Amendment:
    - Cardiopulmonary Technology
    - Criminal Justice Technology
    - Graphic Design Technology
7. Contracts/Grants
  - 7.1 Regis University Nursing Affiliation Agreement - Nursing
  - 7.2 Amendment to Agreement with North Florida Regional Freestanding Surgical Center, L.P., dba North Florida Surgical Pavilion - Surgical Technology
  - 7.3 University of Florida College of Dentistry for Services of Hygienist
  - 7.4 Renewal Interinstitutional Articulation Agreement with School Board of Bradford County
  - 7.5 Renewal Articulated Acceleration/Early Admission Agreement with District School Board of Clay County
  - 7.6 Articulated Acceleration/Early Admission Agreement with District School Board of Levy County
  - 7.7 Articulated Acceleration Early Admissions/Academic Dual Enrollment Agreements with:
    - Creekside Christian School, Otter Creek
    - Cross-Walk: A Learning Community, Keystone Heights
    - Alternative Education Institute, Inc., Davie
    - Morning Star Christian Academy, Keystone Heights
  - 7.8 Articulation Agreement with University of Phoenix
  - 7.9 Ratification of Increase in Legal Fees for Allen, Norton, and Blue, P.A.
8. Endowment Corporation Liaison Update
9. Board Members' Remarks
10. Citizen's Requests
11. Adjournment

**Board Action(s) Requested:**

**Approval**

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Organization of the Board for 2005-2006

416.95, 05-6

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To be presented at the meeting.

**Board Action(s) Requested:**

**Approval**

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Approval of Board Meeting Minutes of June 21, 2005

401.429, 05-06

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The minutes of the regular meeting of the District Board of Trustees of Santa Fe Community College held June 21, 2005, are presented for approval.

**Board Action(s) Requested:**

**Approval**

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President's Report

Information Item

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The president will discuss a variety of informational topics.

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Standardized Internship Agreement for Biomedical Engineering Technology  
with Philips Medical Systems, NA

Information Item  
408.1500, 05-06

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The board has authorized its chair to execute on behalf of the board standardized form biomedical engineering technology agreements without further action by the board. Such an agreement has been executed with Philips Medical Systems, NA for students enrolled in the SFCC Biomedical Engineering Technology program.

## CONSENT

District Board of Trustees  
July 19, 2005

Agenda Item: 3.1

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Contract Staff (Faculty)

402.667, 05-06

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The individuals listed below are being recommended for appointment or reappointment for the 2005-2006 year and/or a portion of the year 2004-2005, as stated in the individual employee's contract.

Name

Position

### Appointment

Full Time

Leslie Lambert

Assistant Professor, Visual and Performing Arts

Part Time

Mark Pitts

Assistant Professor, Business Programs - Accounting

### Reappointment

Lavette Burnette  
Languages

Assistant Professor, Humanities and Foreign

Karl Eckberg

Assistant Professor, Nuclear Medical Technology

### Board Action(s) Requested:

**Approval**

## CONSENT

District Board of Trustees  
July 19, 2005

Agenda Item: 3.2

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Contract Staff (Administrative and Professional)

411.267, 05-06

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The individuals listed below and on the attached sheets are being recommended for appointment, promotion, or reappointment for the 2005-2006 year and/or a portion of the year 2004-2005, as stated in the individual employee's contract.

**Executive/Managerial**  
**Reappointment**  
**Full Time**

<u>Name</u>	<u>Position</u>
Bennye Alligood	Associate Vice President for College Relations
Sheila Baker	Director, Health Sciences Advising
Karen Bennett	Director, Child Development and Little School
Harvey Blalock	Assistant Vice President for Academic Affairs
Edward Bonahue	Chair, Humanities and Foreign Languages
Cheryl Canova	Director, Andrews Center
John Chapman	Director, Information Technology Services
Deborah Clark	Director, Academic Programs
John Cowart	Assistant Vice President, Student Affairs
Charles Curry	Director, Development Services
Byron Dyce	Chair, Mathematics
Sture Edvardsson	Chair, Natural Sciences
Steven Fisher	Associate Vice President, Student Affairs and Financial Aid
Patsy Frenchman	Associate Vice President, Innovation and College Advancement
Reeda Fullington	Director, Cardiovascular Technology and Sonography
Virginia Gibson	Comptroller
Patricia Grunder	Vice President, Innovation and College Advancement
Cynthia Holm	Associate Vice President for Economic Development
Paul Hutchins	Dean for Educational Centers
Curtis Jefferson	Associate Vice President for Academic Affairs
Daryl Johnston	Chief of Police/Director, Institute of Public Safety
^ Douglas Jones	Director, Student Life
Eugene Jones	Director, Academic Programs
Margaret Karrh	Registrar
Lawrence Keen	Assistant to the President
James Keites	Director, Athletics
Kimball Kendall	Assistant Vice President, College Relations and Academic Affairs
Anne Kress	Interim Vice President, Academic Affairs
Linda Lanza-Kaduce	Director, High School Dual Enrollment Programs
Patti Locascio	Legal Counsel
James McMullen	Director, Construction and Technical Programs

\* Grant funded

^ Student Leadership and Activities funded



**Executive/Managerial  
 Reappointment  
 Full Time**

<u>Name</u>	<u>Position</u>
Ouida McNeil	Director, Enrollment Services
* Susan Motz	Program Director, Alachua/Bradford Career Centers
Timothy Nesler	Associate Vice President, Information Technology Services and Chief Information Officer
Linda Nichols	Chair, Sciences for Health
Elizabeth O'Reggio	Director, Ethnic Diversity
Rochelle Prince	Chief Financial Officer and Associate Vice President for Finance
William Reese	Associate Vice President, Facilities Services
Daphyne SESCO	Director, Purchasing
Walter Sharron	Vice President, Development
Karen Cole-Smith	Executive Director, East Gainesville Initiative and Community Outreach
Paul Stephan	Director, Respiratory Care and Surgical Technology
William Stephenson	Chair, English
Myra Sterrett	Director, Library
Joan Suchorski	Associate Vice President, Development - Grants and Projects
Lynn Sullivan	Director, Academic Advising
Rita Sutherland	Director, Nursing Programs
Portia Taylor	Vice President, Student Affairs
James Watson	Director, Student Development Programs
Kristin Williams	Assistant Vice President for Academic Affairs
Carole Windsor	Chair, Academic Foundations
Robert Wolfson	Director, Watson Center
Guy York	Vice President, Administrative Affairs

**Technical/Professional  
 Appointment  
 Full Time**

^ Christine Ahern <i>M.A., St. John's University</i>	Head Softball Coach
* Staci-Ann Betrand <i>M.A., University of Florida</i>	Family Literacy Specialist, Academic Foundations
Dianna Brook <i>Experience in field</i>	Budget and Banking Manager, Office for Finance
Kristin Corkhill <i>B.A., University of Florida</i>	Admissions Advisement Specialist, Enrollment Services
Vanessa Haywood <i>B.S., University of Florida</i>	Community Education Specialist

**Promotion**

Dwight Hulse	Assistant Comptroller
Kimbly Standifer	Associate Director, Information Technology Education

\* Grant funded

^ Student Leadership and Activities funded

**Technical/Professional  
 Reappointment**

<u>Name</u>	<u>Position</u>
* Rayna Aarons	Career Manager
^ Christine Ahern	Women's Softball Coach
Afsheen Akbar	Advising Specialist
Alberto Alonso	Master Artist in Residence
Andrew Anderson	Downtown Center Lab Manager
Kathleen Anderson	Database Administrator
Linda Asbell	Zoo Program Specialist
David Ashley	Math Lab Manager
Elizabeth Auerbach	Information Systems Analyst
* Kimberly Baker	Child Development Grant Coordinator
Tabrisha Baker	Graphic Designer
Victoria Basnett	International Student Services Coordinator
Joe Beal	Network/Computer Specialist
* Eileen Berry-Downs	Adults with Disabilities Program Coordinator
* Equilla Bjerregaard	Call Center Coordinator
* Edward Blue	Youth Specialist
Brandon Bolden	Admissions Specialist
Theodore Bowman	Information Systems Programmer
Edward Braddy	Academic Foundations Specialist
Richard Braun	Desktop Computer Specialist
Deborah Brazee	Counseling Specialist
Patrick Breslin	Career Resource Specialist
Dianna Brook	Budget and Banking Manager
* Christina Brown	Manager, Youth Services
* Sherry Browne-Davis	Career Manager
Marcia Buresch	College Prep Advisement Coordinator
Myrna Cabrera-Rivero	Multicultural Student Center Coordinator
John Caldwell	Network Analyst
Jaime Castro	Coordinator, Institutional Research
Matthew Chasteen	Mac Lab Specialist
* Angela Clifford	Perkins Program Grant Coordinator
John Coleman	Manager, Facilities Services
Mardell Coleman	Coordinator, Counseling Center
* Marcey Corey	Talent Search Recruiter
Kathleen Coyne-Russell	Zoo Curator
* Oties Cramer	Senior Career Manager
* Virginie Crisalle	Information Systems Programmer
Billie Davis	Admissions Specialist
Jess Delaney	Communications Specialist
James Diercks	Information Systems Administrator
Dwight Diller	Counseling Specialist, Disabilities Resource Center
Betty Drost	Advising Specialist
Julius Dunmore	Evening Custodial Manager
Phuoc Duong	Lab Manager
Lois Ellis	Coordinator, Nursing Simulated Lab

\* Grant funded

^ Student Leadership and Activities funded

**Technical/Professional  
 Reappointment**

Name	Position
Lela Elmore	Coordinator, Human Resources
David Engle	Network/Computer Specialist
Fredrick Evans	ITS Manager, Customer Support
Barbara Fields	Business Programs Lab Manager
John Fitchue	Desktop Computer Specialist
Donald Flake	Coordinator, Facilities Planning and Construction
Scott Fortner	Advising Specialist
Lisa Gagne	Center for Business Coordinator
John Gebhardt	Coordinator, Veteran's Affairs
Kathryn Gordon	Continuing Education Specialist
Bradford Grant	Senior Desktop Computer Specialist
Elizabeth Grant	Visual and Performing Arts Specialist
* Kevin Greetham	Career Planning and Assessment Specialist
* Nancy Griffin	Displaced Homemaker Program Coordinator
Charles Griggs	Safety and Risk Management Coordinator
Patrick Grigsby	Graphic Design Program Coordinator
Helen Hafers	Property/Auxiliary Contract Coordinator
* Kim Hampton	Career Manager
* Barry Handberg	Manager, Career Planning and Assessment
Kim Hankins	Library Specialist
* Adam Hartmann	Senior Career Planning and Assessment Specialist
Robert Hatker	Project Manager, Facilities
Lynne Henderson	Coordinator, Archer Center
Saundra Henderson	Counseling Specialist, High School Dual Enrollment
* Debra Hines	Youth Specialist
Lisa Houston	Writing Lab Manager
* Anita Howard	Employment Services Specialist
* Joy Hughes	Youth Specialist
Michael Hutley	Counseling Specialist, Disabilities Resource Center
* Carlos Iriarte	Upward Bound Advising Specialist
Eva Jansen	Senior Network System Specialist
* Ruthanne Jansen	Employment Services Specialist
Stephen Jensen	Instructional Systems Specialist
David Johnson	Manager, Printing Services
Elizabeth Johnson	Payroll Manager
Herschel Johnson	Advising Specialist
Kenneth Johnson	Bursar
Christy Jones	Lead Transcript Evaluator
* Isaac Jones	Student Support Services Coordinator
* Susan Jones	Talent Search Program Coordinator
Louis Kalivoda	Advising Specialist
Santosh Kamath	Senior Assessment Specialist
Brice Keith	Information Systems Administrator
Gloria Kersh	Educational Technology Specialist
Marsha Kiner	Recruitment and Retention Manager

\* Grant funded  
 ^ Student Leadership and Activities funded

**Technical/Professional  
 Reappointment**

<u>Name</u>	<u>Position</u>
Christopher King	Adaptive Technology Specialist
William Kiser	Counseling Specialist, Disabilities Resource Center
Dan Lackey	Information Systems Programmer
^ Teresa Lanier	Business Manager, Student Leadership and Activities
Lesley LeBaron	Counseling Specialist
Kathryn Lehman	Cultural Programs Coordinator
Andrew Lievertz	ITE Systems Support Specialist
Robert Lightner	Manager, TV Productions
* Barbara Little	Perkins Grant Program Specialist
Louis Mallory	Associate Director, EMS/Fire Science Programs
* RA Mangol	Senior Career Manager
Michael Manlove	Lab Manager
Thomas Mason	Advising Specialist
* Andrea Matthews	Employment Services Specialist
^ Kari Mattox	Student Development Specialist
John McCall	Senior Network/Computer Specialist
Teri McClellan	Manager, Development Support Services
Dorothy McGinnes	Coordinator, Testing and Assessment
* Joan McGrath	Advising Specialist
Marie McMillan	Information Systems Administrator
William Meeker	Lab Manager
* Billie Monroe	Perkins Program Data Coordinator
Joan Moore	Advising Specialist
* Debra Morgan	Career Manager
Marcellus Morgan	Associate Director, Records and Registration
Martha Morton	Curriculum Support Coordinator
* Marsha Mott	Manager, Welfare Transition
^ Christopher Mowry	Men's Basketball Coach
Susan Muggeo	Information Systems Administrator
* Jennifer Mullis	Career Planning and Assessment Specialist
Claudia Munnis	Coordinator, Disabilities Resource Center
James Murphey	Associate Director, Criminal Justice Training Center Programs
Kenneth Murphy	CLAST Lab Manager
Fanny Navarro	Zoo Education Specialist
Keith Nelson	Telecommunications Analyst
* Deborah Nicholson	Biotechnology Grant Specialist
Nancy Nipper	Business Manager, Institute of Public Safety
Richard Nuthman	Desktop Computer Specialist
Michael Ordish	Desktop Computer Specialist
* William Orr	Youth Specialist
* Jorge Ortiz	CROP Coordinator
William Peltier	Lab Manager, Sciences for Health
Takela Perry	Advising Specialist
Pamela Pieters	Senior Graphics Designer

\* Grant funded  
 ^ Student Leadership and Activities funded

**Technical/Professional  
 Reappointment**

<u>Name</u>	<u>Position</u>
Beverly Polk	Benefits Manager
Sharon Pope	Reading Lab Manager
Eric Powell	Operating Systems Analyst
Steven Powell	Graphic Designer
* Brent Ransom	Senior Selection Specialist
Maria Remer	Advising Specialist
Owen Reynolds	Performing Arts Technical Coordinator
Nasrin Rezaei	Information Systems Administrator
Charles Richardson	Operating Systems Administrator
* Jerri Richardson	Senior Youth Specialist
Leoris Richardson	Advising Specialist
Michael Ridlon	Network Analyst
Douglas Robertson	Advising Specialist
^ Daniel Rodkin	Associate Director, Student Leadership and Activities
Raymond Ross	Operating Systems Analyst
Phil Scarpace	Senior Desktop Computer Specialist
* Sara Schaffer	Vocational Success Specialist
Colleen Scott-Hall	Student Development Specialist
* Rebecca Severance	Senior Career Manager
Nuzhat Shamim	Coordinator, Little School
* Patricia Shirkey	Career Manager
David Shlafer	Associate Director, Purchasing
* Vernon Singleton	Project Transfer Advising Specialist
Diana Smith	Coordinator, Student Services (DTC)
Felecia Smith	Institutional Research Specialist
* Michael Smith	Youth Specialist
* Stuart Soto	Adult Education Specialist
* Kimbley Standifer	ITE Program Specialist
^ Chanda Stebbins	Women's Basketball Coach
Thaddeus Suggs	Network/Computer Specialist
Kalpana Swamy	Counseling Specialist
Linda Sweet	Compensation Manager
* Carolyn Tarkington	Talent Search Recruiter
Kelly Tate	Coordinator, Apprenticeship Programs
Deborah Taube	Documentation Specialist
Jan Taylor	Call Center Specialist
Michael Terreri	Desktop Computer Specialist
Tommy Terry	Associate Director, Institute of Public Safety
Mary Thames	Advising Specialist
Terry Thomas	Facilities Business Manager
* Cecelia Thompson	Pilot for Success Program Specialist
Mathew Thompson	Network System Specialist
Judy Tison	Counseling Specialist, High School Dual Enrollment
Linda Traupane	Advising Specialist
* Bruce Vannostrand	Career Manager
* Grant funded	
^ Student Leadership and Activities funded	

**Technical/Professional  
 Reappointment**

<u>Name</u>	<u>Position</u>
Christopher Wagoner	Police Training Specialist
James Ward	Deputy Chief, SFCC Police Department
Kerry-Ann Watson	Advising Specialist
Jennifer Weeks	Lab Manager
* Rebecca Weir	Manager, Employment Services
Peggy Werts	Associate Director, Financial Aid
* Patricia West	Upward Bound Program Coordinator
Patti West	ITS Manager, Network and Telecommunications
* Joann Wilkes	Displaced Homemaker Program Specialist
Iana Williams	Associate Director, Enrollment Services
* Mary Williams	Career Manager
Nancy Williamson	Information Systems Administrator
Stephen Williamson	ITS Manager, Systems and Operations
* Karla Wooten	Work Exploration Placement Specialist
Paulette Wright	Advising Specialist
James Yawn	Career Resource Center Coordinator
Steve Yongue	Media Design Coordinator
David Yonutas	Coordinator, Educational Technology
Eric Ziecheck	Advising Specialist

**Part Time**

<u>Name</u>	<u>Position</u>
* Sasha Abreu	Adult Education Specialist
* Shellie Banfield	Adult Education Specialist
Carol Barber	Designer Specialist
Kevin Barents	Holistic Scoring Specialist
* Eileen Berry-Downs	Adult Education Specialist
Sandra Bradley	Customer Service Specialist
Nancy Brannen	Student Development Services Specialist
Erica Brooks	Mainframe Operator Specialist
* Marneshia Burney	Center for Excellence Specialist
Christopher Cabrera	Programmer Specialist
* Connie Caldwell	Adult Education Specialist
* Melinda Craine	CROP Specialist
Julie Crucian	Staff Accompanist Specialist
Angela Cummings	Telephone Service Specialist
* Phyllis Decker	Displaced Homemaker Specialist
* Jodi Doherty	Educational Talent Search Specialist
* Molly Donald	Work Exploration Center Specialist
* Teri Edison	Educational Talent Search Specialist
* WS Edwards	Work Exploration Center Specialist
Mary Ellis	ESL Lab Specialist
* Valerie Freeman	CROP Specialist
Jesse Hale	Staff Accompanist Specialist
Blake Harrison	Photography Specialist

\* Grant funded  
 ^ Student Leadership and Activities funded

**Technical/Professional  
Part Time**

<u>Name</u>	<u>Position</u>
* Bresean Jenkins	English Literature Specialist
* Constance Jones	Adult Education Specialist
* Leslie Kecskes	Vocational Evaluator Specialist
Nicole LaRose	Downtown Lab Specialist
Jennifer LeZotte	Writing Lab Specialist
Vincent Locascio	CLAST Lab Specialist
* Julie McCollough	Work Exploration Center Specialist
Annette Merritt	Student Services Specialist
Ryan Meyer	Carpentry Specialist
Maoly Molinos	Assistant Lab Manager Specialist
Daming Ng	Downtown Lab Specialist
* Ade Ofunniyin	Adult Education Specialist
Sandy Plympton	Writing Lab Specialist
* Laura Predny	Adult Education Specialist
* Daniel Preston	Tutoring Specialist
* Doris Raven	CROP Specialist
* Shirley Rehberg	Adult Education Specialist
Amanda Reynolds	Writing Lab Specialist
Elizabeth Reynolds	Lighting Technician Specialist
Patricia Schlenker	Adult Education Lab Specialist
* Thea Schoenberg	Graduate Assistant Specialist
Sarah Shine	Life Model Specialist
Christopher Simoneaux	Programmer Specialist
June Simring	Life Model Specialist
Brent Swanson	Lab Manager Specialist
* Kendra Vincent	Downtown Lab Specialist
* Helen Wofford	Upward Bound Specialist
* Claudia Woulard	Center for Excellence Specialist

\* Grant funded

^ Student Leadership and Activities funded

**Board Action(s) Requested:**

**Approval**

## CONSENT

District Board of Trustees  
July 19, 2005

Agenda Item: 3.3

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Career Service Staff

403.437, 05-06

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The individuals listed below are being recommended for appointment or promotion.

<u>Name</u>	<u>Position</u>
<u>Appointment</u>	
Virginia Calendine	Telephone Operator, Human Resources
Rosemary French	Staff Assistant, Institute of Public Safety
* Sara Sill	Child Development Support Specialist
Jacqueline Strand	Office Assistant, Records and Registration
Elizabeth Turner	Office Assistant, Community Education
Heather Williams	Program Support Specialist, Purchasing
<u>Promotion</u>	
Deborah Crumpton	Administrative Assistant 2, Financial Aid
Lukisha King	Health Sciences Counseling Support Specialist
Jacqueline Thomas	Enrollment Services Assistant

\* Grant funded

### **Board Action(s) Requested:**

**Approval**



**CONSENT**

**District Board of Trustees  
July 19, 2005**

**Agenda Item: 3.4**

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Leave of Absence

420.136, 05-06

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Sarah George, full-time tenured faculty member in the Mathematics Department, requests a leave of absence from July 25, 2005, through December 31, 2005. This request is approved by the Chair, Interim Vice President of Academic Affairs, and the President.

**Board Action(s) Requested:**

**Approval**

## CONSENT

District Board of Trustees  
July 19, 2005

Agenda Item: 3.5

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Center of Excellence -- Grant

409.1561, 05-06

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The mission of the Florida Education Fund has been implemented through a number of related programs intended to provide access and create diversity programs which relate to education. The Center of Excellence mission includes: 1) assuming a more proactive stance in the education of youth, 2) employing the development of a group achievement module for African American elementary and secondary students, and 3) increasing the pool of African American and other historically disadvantaged minority students who are prepared, motivated, and qualified to enter higher education. The Center of Excellence will support three chapters and reach an estimated 400 students. Chapters for the Achievers have been established in Gainesville, Alachua/High Springs, and Hawthorne. Grant funds are used to provide after-school tutoring, Brain Bowl competition, and other activities designed to address motivation, education, and cultural needs of students.

The amount of funds requested from the State of Florida is \$26,000, with no matching funds from Santa Fe Community College.

Duration of this project is July 1, 2005, through June 30, 2006.

Operating budget impact: None

**Board Action(s) Requested:**

**Approval of grant. Upon legal review and approval, the president or his designee, W. Harvey Sharron, Jr., Vice President for Development, is authorized to execute any agreements and related documents associated with this grant.**

## CONSENT

District Board of Trustees  
July 19, 2005

Agenda Item: 3.6

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Math Opens the Door Scholarships -- Grant

409.1562, 05-06

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The purpose of this project is to improve the recruitment and retention of 15 financially needy, academically talented students, specifically women and under-represented minorities within the math discipline. The project will improve student support programs by creating a mathematics faculty monitoring and mentoring program, creating a mathematics and engineering WebCT component, and by expanding the role of the Santa Fe Math Club. This is year two of a four-year project. Grant funds are primarily used to provide scholarships for students each semester.

The amount of funds requested from the National Science Foundation is \$100,000, with no matching funds from Santa Fe Community College.

Duration of this project is August 1, 2005, through July 31, 2006.

Operating budget impact: None

**Board Action(s) Requested:**

**Approval of grant. Upon legal review and approval, the president or his designee, W. Harvey Sharron, Jr., Vice President for Development, is authorized to execute any agreements and related documents associated with this grant.**

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Project Report and Action Request - Health Science Addition

412.985, 05-06

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Project Description:

The demand for health related professionals, both locally and nationally, has exceeded the supply for many years now. Program growth at Santa Fe in many areas has caused severe overcrowding in both classroom and lab space. This project will add 45,240 gross square feet of new space as an addition to the current health science building on the Northwest Campus.

Architect/engineer	Flad & Associates, Gainesville, Florida
Construction manager/contractor	PPI Construction Management, Gainesville, Florida
Uniform building code inspector	In-house
Original project budget	\$7,668,904
Revised project budget	\$9,268,904
Source of funds	PECO

Project Status:

Due largely to increases in building material costs and in some instances allotments of those materials, the guaranteed maximum price for this project has come in higher than the original allocation formula generated. This condition was foreseen at concept design and efforts to contain costs through value engineering were started immediately. Since these higher costs were being experienced statewide, subsequent discussions took place with the Director of Facilities Planning and Budgeting at the Florida Community College System which resulted in an additional allocation for this project. The combination of these two efforts has ensured that the functional and instructional intent of this facility will be fully recognized.

College staff, therefore, is asking the board for permission to increase the budget for this project to \$9,268,904, an increase of \$1,600,000.

College staff has also received and approved a guaranteed maximum price in the amount of \$7,357,00 for construction of this project and is asking the board for their approval as well.

**Board Action(s) Requested:**

- 1. Approval to increase budget**
- 2. Approval of guaranteed maximum price**

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Project Report and Action Request - Approval of Annual Capital Improvement Plan      412.986, 05-06

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Attached is the Capital Improvement Plan for the college. This is the legislative funding request for 2006-2007 PECO funds that covers proposed renovation, remodeling, and new construction for the next five years. The CIP is based on the most recent plant survey for the college. It is requested that the board approve this plan for submission to the Division of Community Colleges in Tallahassee.

**Board Action(s) Requested:**

**Approval of Capital Improvement Plan**

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Project Report and Action Request – Cafeteria Renovation, Approval of Budget 412.987, 05-06

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Project Description:

The cafeteria at Santa Fe is basically the same size and configuration as it was when constructed in the early 1980s, yet it is serving a significantly larger student population. Currently, campus food service operations are moving towards the food court arrangement in order to provide more diverse offerings and enhance potential auxiliary revenues as well.

This project involves the renovation of the food preparation and servicing areas within the current cafeteria as well as some renovation of the open seating areas. Construction is planned for the summer of 2006.

Architect/engineer	To be announced
Construction manager/contractor	To be announced
Uniform building code inspector	In-house
Project budget (estimate)	\$1,000,000
Source of funds	Local and CIF

Project Status:

Since the college would like to coordinate this work with the award of the new food service contract in June of 2006 and auxiliary funds exist to cover the design portion, college staff will initiate the design with one of our annual contract architects. As we anticipate the availability of the Capital Improvement Fee funds prior to the start of construction, the college requests board approval of the budget for this project in the amount of \$1,000,000.

**Board Action(s) Requested:**

**Approval of budget for cafeteria renovation**

Report of Purchases for June 2005

202.528, 05-06

Below are the total amounts and a summary of purchases for the month of June 2005.

Purchasing	\$940,674.59
Risk Management Consortium	64,906.00
Library	<u>0.00</u>
<b>Total</b>	<b><u>\$1,005,580.59</u></b>

<u>P.O. No.</u>	<u>Amount</u>	<u>Procurement</u>	<u>Vendor</u>	<u>Class of Item-Department</u>
Y06602 (Fund 1)	\$ 25,273.80	Exempt	Agilysys	E-mail Servers Information Technology
Y06603 (Fund 7)	\$ 73,082.24	Contract	Spectrum Industries	Classroom Media Carts (44) Student/Faculty Area Improvements
Y06655 (Fund 7)	\$233,891.00	Contract	York International Corp.	Chiller, Cooling Tower, and Three Variable-Frequency Drives - Direct Purchase Utility Infrastructure Upgrade
Y06659 (Fund 2)	\$ 39,995.00	Sole Source	Interview USA, Inc.	Virtual Video Interviewing System One-Stop Center
Y06701 (Fund 7)	\$179,522.00	Contract	PPI Construction Management	Construction of South Parking Lot Parking Improvements
Y06737 (Fund 7)	\$ 58,000.00	Contract	Affiliate Engineers	Design Work - Pony Plant Integration/W Building Addition Utility Infrastructure Upgrade
<b><u>Risk Management Consortium</u></b>				
Y06706 (Fund 6)	\$ 64,906.00	Contract	Arthur J. Gallagher & Co.	Workers Compensation Expense Adjustment Risk Management Consortium

Purchases over \$25,000 Amount: \$674,670.04

Purchases \$0 - \$25,000.00  
 Number of purchase orders: 147 Amount: \$330,910.55  
 Number of contracts awarded by the Board of Trustees: 0 Amount: \$ 0.00

**Board Action(s) Requested:**

**Approval of report**

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Fund 1 (Current Unrestricted) Revenue and Expenditure Report as of June 30, 2005

201.586, 05-06

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Closing for the fiscal year ending June 30, 2005, will be completed on August 15, 2005. The attached Fund 1 (Current Unrestricted) revenue and expenditure budget report is PRELIMINARY and does not reflect all of the accounting activity for the 12-month period. The annual financial report for fiscal year 2004-2005 will be presented at the September meeting.

**Board Action(s) Requested:**

**Approval of report**



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Warrants Issued for June 2005

208.423, 05-06

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A listing of all checks issued from June 1 through June 30, 2005, is available at this meeting for the board's information. The amount disbursed for the month was \$7,762,139.83.

Warrant Numbers

Manual Payroll	None
Manual Payables	None
Payables	402573 - 405167
Payroll	599205 - 599727

Electronic Transfers

12023 -14302

**Board Action(s) Requested:**

**Approval**

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Budget Amendment #1, 2005-2006 Operating Budget, Current Unrestricted (Fund 1)

201.587, 05-06

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The first amendment to the Fund 1 (Current Unrestricted) Operating Budget is submitted for approval. Approval is requested in order to incorporate the estimated budget required to pay obligations carried forward from 2004-2005 and budget reserves carried forward for ancillary departments and ongoing information technology projects.

**Board Action(s) Requested:**

**Approval of budget amendment**

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Purchase of Planetarium Equipment

200.691, 05-06

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Permission is requested to approve the sole source purchase of the planetarium equipment in the amount of \$802,500 and to authorize the Director of Purchasing to sign the resulting purchase order, which exceeds current signature authority limit of \$250,000. Funds in the amount of \$496,000 were provided by a grant from the U.S. Department of Education, Office of Postsecondary Education, along with \$306,500 transferred from the SFCC Endowment Corporation.

**Board Action(s) Requested:**

**Approval of sole source and authorization for the Director of Purchasing to sign the purchase order**

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Permission to Write-Off Uncollectible Accounts

200.690, 05-06

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The college requests permission to write off the accounts listed below as uncollectible. All of these accounts are at least one year past due and the students' records will continue to be flagged, which will stop registration and other activity until the amount is repaid.

Short-Term Loans	
Regular	\$ 1,392.43
Tuition	\$ 427.74
Accounts Receivable	
Title IV	\$11,347.92
Little School	\$ 62.00
Financial Aid Repayments	\$ 6,020.41
Tuition Fees	
Financial Aid Deferment	\$ 4,756.01
Veterans Deferment	\$ 1,904.94
<b>Total</b>	<b><u>\$25,911.45</u></b>

**Board Action(s) Requested:**

**Approval**

**Regular Short Term Loans**

<u>Name</u>	<u>Invoice #</u>	<u>Due Date</u>	<u>Amount</u>
Barton, Tammy	S24506	10/02/00	198.29
Eddins, Sandra	S32113	06/06/03	300.00
Massingill, Daniel	S33044	08/28/03	202.35
Hummel, Corey	S34129	01/15/04	318.06
Augustin, Paulin	S34113	03/14/04	123.19
Kitchen, Alberta	S31968	06/02/04	250.54
			<b>\$1,392.43</b>

**Tuition Short Term Loans**

<u>Name</u>	<u>Invoice #</u>	<u>Due Date</u>	<u>Amount</u>
Brown, Patricia	S32125	06/10/03	427.74
			<b>\$427.74</b>

**TITLE IV**

<u>Name</u>	<u>Invoice #</u>	<u>Due Date</u>	<u>Amount</u>
Baker, Terractita	C06487	01/14/04	554.00
Batie, Crystal	C07104	05/06/04	116.00
Benjamin, Torryan	C06950	03/25/04	247.20
Burke, Candese	C07172	05/24/04	202.99
Butler, Holly	C07173	05/24/04	181.00
Childs, Jessica	C06372	11/26/03	170.00
Correa, Carlos	C06182	10/15/03	509.00
Dzikoski, Jenalee	C06492	01/14/04	198.50
Gambrell, Margo	C06511	01/14/04	195.50
Guerrero, Sophia	C06440	12/12/03	326.00
Halling, Erin	C06192	10/15/03	847.50
Hammonds, Mary	C06453	12/18/03	551.00
Hewitt, Gwendolyn	C06202	10/15/03	843.00
Jackson, April	C06543	01/15/04	360.40
Jasinski, Sean	C07354	05/28/04	275.00
Jones, Mariah	C06195	10/15/03	420.00
Krause, Donna	C07357	05/28/04	244.00
Kruger, Sara	C06558	01/16/04	591.00
Massingill, Daniel	C06566	01/16/04	158.00
McNair, James	C06981	03/31/04	156.90
Nicholls, La Beau	C07305	05/26/04	210.00
Powell, Edwin	C06582	01/16/04	80.00
Reeves, Melissa	C06583	01/16/04	114.00
Register, Michelle	C06971	03/30/04	482.00
Saunders, Mallory	C07345	05/28/04	763.00
Scott, Frances	C07366	05/28/04	535.29
Searcy, Alexis	C06589	01/16/04	383.50

Shealy, Andrea	C06458	12/18/03	215.00
Smith, Alicia (Greenlee)	C06525	01/15/04	162.00
Sweeton, Nicole	C07130	05/06/04	296.00
Wade, Connie	C07334	05/28/04	515.00
Walker, Joshua	C07350	05/28/04	139.99
Walker, Nateisha	C06876	03/05/04	36.00
Winfree, Joseph	C06203	10/15/03	36.15
Young, Kristan	C07374	05/28/04	233.00
			<b>\$11,347.92</b>

**Little School Account Receivables**

<u>Name</u>	<u>Invoice Date</u>	<u>Amount</u>
Lara, Michelle	02/20/03	62.00
		<b>\$62.00</b>

**Financial Aid Accounts Receivables**

<u>Name</u>	<u>Invoice #</u>	<u>Invoice Date</u>	<u>Amount</u>
Avery, Helen	C05631	06/24/03	80.00
Gary, Vanessa	C01988	05/11/00	2,622.00
Naffa, Mary	C03656	12/13/01	2,809.00
Thomas, Tyeash	C03662	10/23/01	509.41
			<b>\$6,020.41</b>

**Financial Aid Deferments**

<u>Name</u>	<u>Term</u>	<u>Deferments</u>	<u>Amount</u>
Allen, Shenika	Fall 03	F/A Defer	328.03
Correa, Carlos	Fall 03	F/A Defer	1,883.75
Crowe, Stephanie	Fall 03	F/A Defer	210.25
York, Chad	Fall 03	F/A Defer	847.00
			<b>\$3,269.03</b>

Baker, Terractita	Spring 04	F/A Defer	311.17
Brooks, Kimberly	Spring 04	F/A Defer	264.50
Griffin, Sarah	Spring 04	F/A Defer	120.50
Rowberry, Sara	Spring 04	F/A Defer	100.75
Stein, Brandon	Spring 04	F/A Defer	130.23
			<b>\$950.48</b>

Baker, Terractita	Spring 04A	F/A Defer	242.00
			<b>\$242.00</b>

Freeman, Katie	Summer 04A	F/A Defer	294.50
			<b>\$294.50</b>

**Veterans Deferment**

<u>Name</u>	<u>Term</u>	<u>Deferment</u>	<u>Amount</u>	
Moore, Travis	Fall 03	Veterans	593.65	
Osteen, Scott	Fall 03	Veterans	632.45	<b>\$1,226.10</b>
Masse, Andrew	Spring 04	Veterans	678.84	<b>\$678.84</b>

**Board Action(s) Requested:**

**Approval**

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Emergency Contract Authority

408.1501, 05-06

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The board is requested to authorize the chair, or vice chair in the chair's absence, to execute the documents, contracts, and change orders requiring board approval during the period between the July meeting and the September meeting, which actions if delayed until the September meeting would create operational or financial difficulties for the college. The president shall indicate in writing the reason that the document should be executed prior to the September board meeting. The board will be asked to ratify the chair's/vice chair's decision at the board meeting immediately following the execution of the document.

**Board Action(s) Requested:**

**Approval**



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Credit and Post Secondary Adult Vocational Lab Fee Schedule for 2005-2006

301.107, 05-06

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The attached credit and postsecondary adult vocational lab fee schedule is to be effective for the 2005-2006 academic year, beginning fall term 2005.

**Board Action(s) Requested:**

**Approval**

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College Catalog for 2005-2006

400.478, 05-06

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The College Catalog for 2005-2006 is now available online and in print.

**Board Action(s) Requested:**

**Approval**

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Continuing and Community Education EnRich! Brochure for Fall A 2005

415.107, 05-06

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As required by State Board of Education regulations, the schedule of Community Education and the Center for Business EnRich! courses for fall A term 2005 is presented for board approval. Term dates are August 27 through October 14, 2005, with registration beginning August 13 and continuing throughout the term. The schedule is subject to further changes as certain classes may be added to or deleted from the schedule. Generally, additions would be made only for online classes from contract vendors as such classes become available. Deletions may be made based on instructor and space availability. Changes, additions, and deletions will occur in the online schedule.

**Board Action(s) Requested:**

**Approval**

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Advisory Committee Appointments and Amendment: 417.69, 05-06  
Cardiopulmonary Technology  
Criminal Justice Technology  
Graphic Design Technology

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The individuals listed below have been contacted and have agreed to serve for the time period designated.

The list of Graphic Design Technology Advisory Committee members is a replacement for the list that went to the board in June.

**Cardiovascular Technology** (Term: July 1, 2005, through June 30, 2007)

New Members

Ms. Sandra Hart, Munroe Regional Medical Center, Ocala  
Ms. Beth Shisken, Shands at AGH, Gainesville

**Criminal Justice Technology** (Term: July 1, 2005, through December 31, 2005)

New Member

Colonel Emery A. Gainey, Chief of Staff, Alachua County Sheriff's Office, Gainesville  
(Col. Gainey replaces Major Al Weikel, who retired from Alachua County Sheriff's Office.)

**Graphic Design Technology** (Term: July 1, 2005, through June 30, 2007)

New Members

Mr. Tom Idoyaga, Alta Systems LLC, Gainesville  
Ms. Laurel Nesbit, Alta Systems LLC, Gainesville  
Ms. Kelli Aiello, 352 Media Group, Newberry  
Mr. Antonio DiFranco, Flycaster and Company & Company, Alachua  
Mr. Don Johnson, New Wave Digital, Keystone Heights  
Mr. Jay Blackadar, Renaissance Printing, Gainesville

**Board Action(s) Requested:**

**Approval**

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Regis University Nursing Affiliation Agreement - Nursing

408.1502, 05-06

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This agreement with Regis University was created for Ms. Marsha Foreman, a current graduate student, and may be used for future students as well. Ms. Foreman is finishing her MSN at Regis University and will be completing her practicum as part of her educational requirement (clinical teaching and faculty development) under Dr. Rita Sutherland, Director of SFCC Nursing programs. This will be a mutually beneficial experience for the Nursing programs and Ms. Foreman, by assisting her to become a nurse educator. The agreement is in effect through May 1, 2006. There are no financial obligations associated with the agreement for the college.

**Board Action(s) Requested:**

**Approval**

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Amendment to Agreement with North Florida Regional Freestanding Surgical Center, L.P., dba North Florida Surgical Pavilion - Surgical Technology 408.1503, 05-06

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This is an amendment to the existing clinical affiliation agreement with North Florida Regional Freestanding Surgical Center. North Florida Freestanding Surgical Center requested this amendment to assure compliance with the Health Insurance Portability and Accountability Act.

**Board Action(s) Requested:**

**Approval**

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University of Florida College of Dentistry for Services of Hygienist

408.1504, 05-06

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A different version of this agreement was brought to the board in September 2004. However, the university requested a change regarding insurance coverage prior to approval by the university. We are now asking for board approval of the revised document, which has been approved by the College's insurance compliance officer.

Specifically, this agreement sets out the arrangement with the University of Florida whereby the college sends one of its hygienists to assist the university's Department of Periodontology. The hygienist works 12 hours per week under the direction of a faculty dentist and supervises university hygienists and students. The terms of the agreement state the University of Florida will pay the college \$4,140 for each university academic semester (fall 2004, winter 2005, and summer A 2005). The agreement is retroactive to September 1, 2004, and shall remain in force until amended or terminated by either party.

**Board Action(s) Requested:**

**Approval**

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Renewal Interinstitutional Articulation Agreement with School Board of Bradford County  
408.1505, 05-06

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This agreement details the responsibilities of each institution regarding the Dual Enrollment programs for Technology and Applied Sciences, academic, and fine arts, as well as remediation reduction, teacher preparation, early college admissions, and Tech Prep. The agreement commences August of 2005. Minor modifications to this agreement relate primarily to procedural issues.

**Board Action(s) Requested:**

**Approval**



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Renewal Articulated Acceleration/Early Admission Agreement with District School Board of Clay  
County 408.1506, 05-06

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This renewal agreement details the responsibilities of each institution regarding the academic Dual Enrollment program and early college admissions. The agreement commences August 2005.

**Board Action(s) Requested:**

**Approval**

**District Board of Trustees  
July 19, 2005**

**Agenda Item: 7.6**

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Articulated Acceleration/Early Admission Agreement with District School Board of Levy County  
408.408.1507, 05-06

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This agreement details the responsibilities of each institution regarding the academic Dual Enrollment program and early college admissions. The agreement commences August 2005.

**Board Action(s) Requested:**

**Approval**

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Articulated Acceleration Early Admissions/Academic Dual Enrollment Agreements with:	
Creekside Christian School, Otter Creek	408.1508, 05-06
Cross-Walk: A Learning Community, Keystone Heights	408.1509, 05-06
Alternative Education Institute, Inc., Davie	408.1510, 05-06
Morning Star Christian Academy, Keystone Heights	408.1511, 05-06

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These agreements detail the responsibilities of each institution regarding academic Dual Enrollment and early college admissions. The agreements commence August 2005.

**Board Action(s) Requested:**

**Approval**

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Articulation Agreement with University of Phoenix

408.1512, 05-06

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This agreement replaces the University of Phoenix articulation agreement approved by the board in February 2005. It provides clarification on the criteria for admission of SFCC graduates to University of Phoenix upper division programs and provides a link to the SFCC Rules Manual. Both parties are committed to a three-year term; however, should a party wish to terminate all or portions of the agreement, they must give no less than a 90-day advanced, written notice.

**Board Action(s) Requested:**

**Approval**

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Ratification of Increase in Legal Fees for Allen, Norton, and Blue, P.A.

408.1513, 05-06

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The president has recommended and the board chair has approved an increase in the legal fees for Allen, Norton, and Blue, P.A. to cover additional employment law services. The college requested the firm's assistance on a matter that went into litigation in June 2005, just before the expiration of last year's contract. The board is requested to ratify an increase of \$1,814.03.

**Board Action(s) Requested:**

**Approval**