



**The District Board of Trustees
Santa Fe College, Florida
Agenda for Board Meeting of June 16, 2009, at 4 p.m.
Wattenbarger Student Services Building**

Adoption of Agenda

Agenda Item: 1.1
418.476, 08-09

1. General Functions

Pledge of Allegiance

- 1.1 Adoption of Agenda for Board Meeting of June 16, 2009
- 1.2 Approval of Board Meeting Minutes of May 26, 2009
- 1.3 Board of Trustees Meeting Schedule for 2009-2010

2. Information Items

- 2.1 President's Report
- 2.2 Organization of the Board for 2009-2010
- 2.3 Standardized Clinical Facilities Use Agreements:
 - Dr. Leon Hendley, Vero Beach, Florida - Cardiovascular Technology
 - Venice Medical Center, Venice, Florida - Cardiovascular Technology
 - Oak Hammock at the University of Florida, Inc. - Nursing

3. Consent Items

Personnel

- 3.1 Contract Staff (Faculty)
- 3.2 Contract Staff (Administrative and Professional)
- 3.3 Community and Continuing Workforce Education Contract Staff
- 3.4 Career Service Staff
- 3.5 Leave of Absence

Contracts, Grants

- 3.6 Renewal of Legal Services Agreement - GrayRobinson, P.A.
- 3.7 Renewal Agreement with University of Florida for Health Education and Clinical Care Program - SFC Health Clinic
- 3.8 Affiliation Agreement with Sarasota County Public Hospital Board d.b.a. Sarasota Memorial Health Care System, Sarasota, Florida - Cardiovascular Technology
- 3.9 Addendum to Clinical Education Agreement with Shands at Lake Shore, Inc., Lake City, Florida, for:
 - Cardiovascular Technology
 - Diagnostic Medical Sonography
 - Surgical Technology
 - Radiography Technology
 - Respiratory Care
 - Advanced Certificate in Computed Tomography

Health Information Management
Medical Coder/Biller
Nuclear Medicine Technology

- 3.10 Indefinite Quantity Agreement with Citrus Levy Marion Regional Workforce Development Board, Inc.
- 3.11 Renewal of Agreement with Builders Association of North Central Florida - Apprenticeship Program
- 3.12 Title III Strengthening Institutions Program: Improving Student Success Through a Transformational Math Redesign Program -- Grant
- 3.13 Student Support Services -- Grant
- 3.14 Upward Bound Program -- Grant
- 3.15 North Central Florida Educational Talent Search Project -- Grant
- 3.16 Displaced Homemakers Program: Focus on the Future -- Grant

Finance/Business Affairs Items

- 3.17 Warrants Issued for May 2009
- 3.18 Report of Purchases for May 2009

4. Facilities Items

- 4.1 Alachua Center - Revised Budget
- 4.2 Safety Report for Fiscal Year 2008-2009

5. Finance/Business Affairs Items

- 5.1 Fund 1 (Current Unrestricted) Revenue and Expenditure Report as of May 31, 2009
- 5.2 Colonel Harry M. Hatcher, Jr., Property Survey 09-08
- 5.3 Permission to Write Off Uncollectible Accounts
- 5.4 Approval of 2009-2010 Operating Budget - Current Unrestricted (Fund 1)
- 5.5 Approval of 2009-2010 Baccalaureate Operating Budget
- 5.6 Approval of 2009-2010 Unexpended Plant Fund Budget (Fund 7)
- 5.7 Acceptance of Long-Term Investment Policy with Wells Fargo & Company (formerly Wachovia Bank, NA) for Santa Fe College
- 5.8 Acceptance of Long-Term Investment Policy with Wells Fargo & Company (formerly Wachovia Bank, NA) for Florida Community Colleges Risk Management Consortium
- 5.9 Permission to Execute Agreement with City of Gainesville to Provide Public Transit Services for Santa Fe Students and Staff

6. Rules

- 6.1 Amended Rule 7.11: Fees
- 6.2 Amended Rule 5.2: Purchasing
- 6.3 Amended Rule 5.7: Personal Property Control
- 6.4 Deletion of Rule 5.14: Contract Authority: Personal Professional Services

7. Personnel

- 7.1 Salary Schedule for 2009-2010

8. General Institutional Items

- 8.1 Credit and Postsecondary Adult Vocational Lab Fee Schedule for 2009-2010
- 8.2 Advisory Committees Appointments for:
 - Automotive Technology
 - Cardiovascular Technology
 - Dental Programs
 - Educator Preparation Institute
 - Emergency Medical Services
 - Information Technology Education (formerly Graphic Design Technology, Computer Information Technology, Computer Programming and Analysis, and Networking Service Technology)
- 8.3 Approval of Expenditure of Displaced Homemaker Program Funds
- 8.4 Approval of Expenditure of Fine Arts Program Funds
- 8.5 Acceptance of Independent Auditors' Report for the Santa Fe College Foundation
- 8.6 Certification of Santa Fe Foundation Activity
- 8.7 Ratification of Honorary Bachelors Degree to Dr. Anne Kress

9. Contracts/Grants

- 9.1 Public Assistance Subgrant Agreement for Tropical Storm Fay
- 9.2 Adult Education and Family Literacy, Adult General Education -- Grant
- 9.3 Adult Education and Family Literacy, English Literacy/Civics Education -- Grant
- 9.4 Mid-Florida College Reach-Out Consortium – CROP -- Grant
- 9.5 Banner Center for Biotechnology -- Grant

10. Endowment Corporation Liaison Update and Board Members' Remarks

11. Citizen's Requests

12. Adjournment

Board Action Requested:

Approval

Approval of Board Meeting Minutes of May 26, 2009

401.466, 08-09

The minutes of the regular meeting of the District Board of Trustees of Santa Fe College held May 26, 2009, are presented for approval.

Board Action Requested:

Approval

Board of Trustees Meeting Schedule for 2009-2010

416.110, 08-09

Below is the proposed schedule of the Board of Trustees meetings for the 2009-2010 year. All meetings begin at 4 p.m. and are scheduled for the third Tuesday of the month with the exception of October 2009, which meets on the SECOND Tuesday of the month.

2009-2010 Board Schedule

July 21, 2009
NW Campus

August – No Meeting

September 15, 2009
NW Campus

October 13, 2009 - **Second Tuesday of the Month**
Perry Center

November 17, 2009
Andrews Center

December – No Meeting

January 19, 2010
NW Campus

February 16, 2010
Blount Center

March – No Meeting

April 20, 2010
Andrews Center

May 18, 2010
NW Campus

June 15, 2010
NW Campus

July 20, 2010
Watson Center

Board Action Requested:

Approval

President's Report

Information Item

The president will discuss a variety of informational topics.

Organization of the Board for 2008-2009

Information Item
416.111, 08-09

In view of Mr. Weingart's early departure from his position as chair in February 2009, the board has already received recommendations for next year's chair and vice-chair, Ms. Evelyn Womack and Dr. Bessie Jackson, respectively. The board will vote on the election of the chair and vice chair for the 2009-2010 term at the July board meeting.

College Goal: Educational Programs - Provide learning opportunities and academic support to ensure the highest levels of academic performance.

Standardized Clinical Facilities Use Agreements:	Information Item
Dr. Leon Hendley, Vero Beach, Florida - Cardiovascular Technology	408.1782, 08-09
Venice Medical Center, Venice, Florida - Cardiovascular Technology	408.1783, 08-09
Oak Hammock at the University of Florida, Inc. - Nursing	408.1784, 08-09

The board has authorized its Provost and Vice President for Academic Affairs to execute on behalf of the board standardized form clinical facilities agreements without further action by the board. Such agreements have been executed with Dr. Leon Hendley and Venice Medical Center for students enrolled in the SFC Cardiovascular Technology program, and with Oak Hammock for students in the Nursing program.

C O N S E N T

District Board of Trustees
June 16, 2009

Agenda Item: 3.1

College Goal: Human Resources - Recruit, develop, assess, and retain quality full- and part-time faculty and staff.

Contract Staff (Faculty)

402.711, 08-09

The individuals listed below are being recommended for appointment for 2009-2010, or a portion of 2008-2009, as stated in the individual employee's contract.

<u>Name</u>	<u>Position</u>
<u>Reappointment</u>	
Full Time	
Patricia Aylward	Assistant Professor, Nursing Programs
Patrick Breslin	Assistant Professor, Humanities and Foreign Languages
Nilanjana Caballero	Assistant Professor, Sciences for Health Programs
Amy Chadek	Assistant Professor, Cardiovascular Technology
Deborah Clark	Assistant Professor, Business Programs
Richard Dickson	Assistant Professor, English
Alexander Green	Assistant Professor, High School Dual Enrollment (English)
Heather Hall	Assistant Professor, Social and Behavioral Sciences
Deanna Henriksen	Assistant Professor, Academic Foundations
Margaret Kayhani	Assistant Professor, Nursing Programs
Daisy King	Assistant Professor, Nursing Programs (PN)
Heidi Lannon	Assistant Professor, Social and Behavioral Sciences
Nance Lempinen-Leedy	Assistant Professor, Librarian
Sarah Lopez	Assistant Professor, Cardiovascular Technology
Tammy Martineau	Assistant Professor, Nursing Programs
Diana Matthews	Assistant Professor, Librarian
George Mazzeo	Assistant Professor, Aviation Sciences
Johnathan Miot	Assistant Professor, Zoo Technology
Kenneth Murphy	Assistant Professor, Mathematics
Melissa Oorbitg	Assistant Professor, Dental Assisting
Ethel Owusu	Assistant Professor, Sciences for Health Programs
Li Ren-Kaplan	Assistant Professor, Humanities and Foreign Languages
Angelenia Semegon	Assistant Professor, Social and Behavioral Sciences
Matthew Shaffer	Assistant Professor, Fine Arts
Chris Sharp	Assistant Professor, Fine Arts
Julie Shay	Assistant Professor, Health Information Technology
Marin Smilov	Assistant Professor, Humanities and Foreign Languages
William C. Smith	Assistant Professor, English
Ann Weigl	Assistant Professor, Academic Foundations
Trenita White	Assistant Professor, Librarian

Part Time

Chenoa Dixon	Assistant Adjunct, Cardiovascular Technology
Afton Ginlock	Assistant Adjunct, English
Dawn Harris	Assistant Adjunct, Nursing
Mark Hostetler	Assistant Adjunct, Radiologic Technology Program
Valerie Marburger	Assistant Adjunct, Surgical Technology
Catherine Medley	Assistant Adjunct, Nursing
Courtney Moore	Assistant Adjunct, Social and Behavioral Sciences
Theodore Petersen	Assistant Adjunct, Speech Communications
Sara Smith, Assistant	Adjunct, Radiologic Technology Program
Jonathan Wadley	Assistant Adjunct, Social and Behavioral Sciences

Board Action Requested:

Approval

C O N S E N T

District Board of Trustees
June 16, 2009

Agenda Item: 3.2

***College Goal: Human Resources - Recruit, develop, assess, and retain quality full-
and part-time faculty and staff.***

Contract Staff (Administrative and Professional)

411.315, 08-09

The individuals listed below are being recommended for appointment or promotion for 2009-2010, or a portion of 2008-2009, as stated in the individual employee's contract.

Name

Position

Executive/Managerial

Full Time Appointment

David Yonutas	Associate Vice President, Academic Affairs
<i>Ph.D., University of Florida</i>	

Reappointment

Benny Alligood	Associate Vice President for College and Community Relations
Erik Anderson	Director, Facilities Operations
Sheila Baker	Director, Health Sciences Advising
Karen Bennett	Director, Little School
Edward Bonahue	Interim Provost and Vice President, Academic Affairs
Cheryl Canova	Director, Andrews Center
John Chapman	Director, Information Technology Services
Charles Clemons	Vice President, Development
John Cowart	Assistant Vice President of Student Affairs
Charles Curry	Director, Development Services
Douglas Diekow	Chair, Social and Behavior Sciences
Michael Droll	Associate Vice President, Institutional Research and Planning
*Byron Dyce	Director, Title III
Sture Edvardsson	Chair, Natural Sciences
Lois Ellis	Director, Nursing Programs
Lela Elmore	Director, Human Resources
/Willard Fagler	Executive Director, FCCRMC
Steven Fisher	Associate Vice President, Student Affairs
Reeda Fullington	Director, Cardiovascular Technology and Sonography
James Geason	Director, Business Programs
Virginia Gibson	Vice President, Finance and Information Technology Services
Steven Grosteffon	Chair, Mathematics
Alora Haynes	Chair, Fine Arts
Emilia Hodge	Director, Advisement Center
Paul Hutchins	Dean, Educational Centers
Curtis Jefferson	Associate Vice President for Academic Affairs
Elizabeth Johnson	Comptroller
Daryl Johnston	Chief of Police/Director Institute for Public Safety

* Grant funded

/ FCCRMC

Douglas Jones	Assistant Vice President, Economic Development
Eugene Jones	Director, Information Technology Education
Lawrence Keen	Assistant to the President
James Keites	Director, Athletics
Kimball Kendall	Assistant Vice President, Academic Affairs
Barbara Konter	Director, Radiologic Programs
Linda Lanza-Kaduce	Director, High School Dual Enrollment
William Little	Chair, Humanities and Foreign Languages
~Patti Locascio	Legal Counsel
Susan Miller	Chair, English
Timothy Nesler	Associate Vice President, Information Technology Service
Linda Nichols	Chair, Sciences for Health
Elizabeth O'Reggio	Director, Ethnic Diversity
Jane Parkin	Director, Construction and Technical Programs
William Reese	Associate Vice President, Facilities Services
^Daniel Rodkin	Director, Student Life
Rebecca Rogers	Director, Facilities Planning
Karen Cole Smith	Executive Director, East Gainesville Initiative
Paul Stephen	Director, Respiratory Care and Surgical Technology
Myra Sterrett	Director, Library
Joan Suchorski	Associate Vice President, Development Grants and Projects
Lynn Sullivan	Registrar
Portia Taylor	Vice President, Student Affairs
~Marilyn Tubb	Associate Vice President for College Relations
Peggy Werts	Director, Financial Aid
Carole Windsor	Chair, Academic Foundations
Robert Wolfson	Director, Watson Center
David Yonutas	Associate Vice President, Academic Affairs
Guy York	Vice President, Administrative Affairs

Technical/Professional
Full Time Reappointment

^Christine Ahern	Women's Softball Coach
Kathleen Aiken	Coordinator, International Education
Afsheen Akbar	Advising Specialist
Elizabeth Albury	Coordinator, Community Education
Yvonne Amundson	Coordinator, Grants and Projects
Andrew Anderson	Downtown Center Lab Manager
Linda Asbell	Zoo Program Specialist
Elizabeth Auerbach	Information Systems Analyst
Tabrisha Baker	Graphic Designer
Edward Braddy	Coordinator, Assessment Center
Marcia Buresch	Coordinator, College Prep Advisement

^ Funded by student activity and service fees

~ Reduced contract

Myrna Cabrera-Rivero	Coordinator, Multicultural Student Center
Deanne Caldwell	Developer
John Caldwell	Network Analyst
Matthew Chasteen	Report Developer, Institutional Effectiveness, Research and Planning
John Coleman	Manager, Facilities Services
Mardell Coleman	Coordinator, Counseling Center
Claudia Connelly	Coordinator, Disability Resource Center
*Marcey Corey	Talent Search Recruiter
Kathleen Coyne-Russell	Zoo Curator
Billie Davis	Coordinator, Welcome Center
Jess Delaney	Communications Specialist
*Jodi Doher	Interim, Counseling Specialist
Julius Dunmore	Evening Custodial Manager
Patricia Dunn-White	Admissions Specialist
Phuoc Duong	Lab Manager, Physical Science
/Natalie Dyksterhouse	Manager, Health/Life Programs FCCRMC
/Barbara Ellison	Coordinator, Senior P/C Programs FCCRMC
Fredrick Evans	ITS Manager, Customer Support
Barbara Fields	Business Programs Lab Manager
Scott Fortner	Advising Specialist
Lisa Gagne	Coordinator, Center for Business
*Rodney Gammons	Advising Specialist
Julie Garrett	Communication Specialist
John Gebhardt	Coordinator, Veteran's Affairs
Bruce Gordon	Coordinator, College Placement
Vivian Graham	Counseling Specialist
Bradford Grant	Senior Desktop Computer Specialist
Elizabeth Grant	Fine Arts Specialist
*Nancy Griffin	Coordinator, Displaced Homemaker
Charles Griggs	Coordinator, Safety and Risk Management
*Diane Gross	Coordinator, Educational Talent Search
Kim Hankins	Library Specialist
Robert Hatker	Project Manager, Facilities
Saundra Henderson	Counseling Specialist, High School Dual Enrollment
^Kenneth Holmes	Student Development Specialist
David Houder	Websmith
Lisa Houston	Writing Lab Manager
Dwight Hulse	Assistant Comptroller
Jorge Ibanez	Coordinator, Graphic Design Program
*Carlos Iriarte	Advising Specialist
Tarah Jacobs	Zoo Education Specialist
Eva Jansen	Senior Network System Specialist

* Grant funded

^ Funded by student activity and service fees

/ FCCRMC

Stephen Jensen	Instructional Systems Specialist
Kenneth Johnson	Bursar
Louis Kalivoda	Advising Specialist
Santosh Kamath	Senior Assessment Specialist
Brice Keith	Information Systems Administrator
Deborah Kennedy	Open Campus Specialist
Gloria Kersh	Educational Technology Specialist
William Kiser	Counseling Specialist
Dan Lackey	Information Systems Programmer
^Jenny Lackey	Student Life Websmith
^Teresa Lanier	Business Manager, Student Leadership
Harriet Larsen	Business Manager Facilities
Lesley Lebaron	Counseling Specialist
Stacey Ledvina	Admissions Specialist
Kathryn Lehman	Coordinator, Cultural Programs
Andrew Lievertz	ITS Systems Support Specialist
Dana Lindsey	Counseling Specialist
*Barbara Little	Perkins Grant Program Specialist
^Angela Long	Coordinator, Student Leadership
Francisco Lopez	Coordinator, Plant Fund Accounting
Sharon Loschiavo	Advising Specialist
Louis Mallory	Associate Director, EMS/Fire Programs
Michael Manlove	Lab Manager, Biological Sciences
Thomas Mason	Advising Specialist
John McCall	Senior Network/Computer Specialist
Teri McClellan	Manager, Development Support Services
Maureen McFarlane	Associate Director, Financial Aid
James McMullen	Coordinator, Archer Center
William Meeker	Lab Manager, Physical Sciences
Tracy Miller	Counseling Specialist
Kelly Mongiovi	Counseling Specialist, Disabilities Resource
*Billie Monroe	Interim Coordinator, Perkins Program
Joan Moore	Advising Specialist
Martha Morton	Coordinator, Curriculum Support
^Christopher Mowry	Men's Basketball Coach
Susan Muggeo	Information Systems Administrator
Jennifer Mullis	Continuing Education Specialist
*Linda Mussillo	Adults with Disabilities Specialist
Keith Nelson	Telecommunications Analyst
Nancy Nipper	Coordinator, Criminal Justice CWE
Dennis O'Hearn	Accounting Supervisor
*Priscilla Parker	Coordinator, Tech Prep
William Peltier	Lab Manager, Sciences for Health
Takela Perry	Advising Specialist

* Grant funded

^ Funded by student activity and service fees

Jessica Pieter	Project Manager, Facilities Services
Pamela Pieters	Senior Graphics Designer
Kenneth Plumley	Project Manager, Facilities Services
Beverly Polk	Benefits Manager
Sharon Pope	Reading Lab Manager
Eric Powell	Operating Systems Analyst
Steven Powell	Graphic Designer
~/Robert Pralle	Coordinator, Senior H/L Programs FCCRMC
Kerry Ann Rawls	Advising Specialist
Maria Remer	Advising Specialist
Owen Reynolds	Coordinator, Fine Arts Technical
Nasrin Rezaei	Information Systems Administrator
~Leoris Richardson	Advising Specialist
Michael Ridlon	Network Analyst
Selena Riess	Lead Transcript Evaluator
Douglas Robertson	Advising Specialist
William Rollins	Office for Diversity Specialist
Raymond Ross	Operating Systems Analyst
Jason Rummier	Lab Manager
Sari Sanborn	Advising Specialist
James Schwartz	Coordinator, International Student Services
Colleen Scott-Hall	Student Development Specialist
Nuzhat Shamim	Coordinator, Little School
Christopher Simoneaux	Application Developer
*Vernon Singleton	Coordinator, Student Support Services
Diana Smith	Coordinator, Student Services DTC
Felecia Smith	Institutional Research Specialist
*Stuart Soto	Adult Education Specialist
^Chanda Stebbins	Women's Basketball Coach
Chris Stenftenagel	Payroll Manager
Kalpna Swamy	Counseling Specialist
Linda Sweet	Compensation Manager
*~Carolyn Tarkington	Talent Search Recruiter
Jan Taylor	Call Center Specialist
Tommy Terry	Associate Director Institute of Public Safety
Mary Thames	Advising Specialist
Harold Tholen	Fitness Center Manager
Jennifer Thomas	Advising Specialist
*Cecelia Thompson	Pilot for Success Program Specialist
Christopher Wagoner	Police Training Specialist
Jennifer Weeks	Lab Manager, Cardiovascular Technology
Patti West	ITS Manager, Network and Telecommunications
^Johnny Wiggs	Baseball Head Coach

* Grant funded

^ Funded by student activity and service fees

~ Reduced contract

/ FCCRMC

*Joann Wilkes	Displaced Homemaker Program Specialist
Nancy Williamson	Information System Administrator
Stephen Williamson	ITS Manager, Systems and Operations
Brandon Wilson	Advising Specialist
Ryan Woods	Recruitment and Retention Manager
Paulette Wright	Advising Specialist
James Yawn	Coordinator, Career Resource Center
Steve Yongue	Coordinator, Media Design
Lara Zwilling	Counseling Specialist

Technical/Professional

Part Time

Name Position

Eric Brown	Counseling Center Specialist
*Marilyn Diaz	Spanish for Upward Bound Program Specialist
*Eric Fisher	Math for Upward Bound Program Specialist
*Lee Holmes	Science for Upward Bound Program Specialist
Sean McKenna	Math Lab Specialist
Carrie Rodesiler	Writing Lab Specialist
Tao Valentine	English State Exit Exam Specialist
*Lakeidra Young	English for Upward Bound Program Specialist
Todd Yurchisin	Math Lab Specialist

* Grant funded

^ Funded by student activity and service fees

~ Reduced contract

/ FCCRMC

Board Action Requested:

Approval

C O N S E N T

District Board of Trustees
June 16, 2009

Agenda Item: 3.3

***College Goal: Human Resources - Recruit, develop, assess, and retain quality full-
and part-time faculty and staff.***

Community and Continuing Workforce Education Contract Staff

404.382, 08-09

The individuals listed below are being recommended for appointment for 2009-2010, or a portion of the 2008-2009 year, as stated in the individual employee's contract.

Community Education

<u>Name</u>	<u>Class</u>
Sandra Angelou	Yoga for Relaxation
James Atyeo	Photography
Sheila Baker	American Sign Language
Victor Brennan	GRE Math Review
Rainy Burns	Basic Drawing/Watercolor
Ernest Campbell	Qigong for Everyone
Selena Carter	Macintosh Computers 1
Chris Curry	Homeowner Landscape Design
Danielle DeCosmo	Singing Your Best
Stephen Dixon	Golf I and II
Dietrich Dohrmann	Jewelry Construction
Scott Dombeck	Golf
Tina Elmore	Ayurvedic Herbalism
Irma Fallon	Writing for Success
Meredith Farnum	Jazz Dance
Janet Foster	MS Office Applications 1
Brian Fox	PC Fundamentals I and II
Patrick Gallagher	Intro to Furnace Blown Glass
Katy Graves	Gentle Yoga
James Hearn	Bridge I, II and III
Glenda Henderson	Westwood MS Site Coordinator
Cherub Hurt	Golf for Women
Julian Kazimier	Guitar
Jules Keith-Le	Digital Photography
Barbara Kerkhoff	Yoga for Well Being and Tai Chi A
Alison LeBaron	Oil Painting
Melissa Lemond	Ballet and Tap
Marjorie Malerk	Belly Dancing
Paula McCanless	Westwood MS Site Coordinator
Ed Morales	Spanish III
Peggy Nolan Lamb	Ballet and Tap
Loris Perozo	Flamenco Dance
Melanie Phillipot	Puppy Playgroup
Janos Shoemyen	Creative Writing Workshop

Jennifer Smith
Josephine Staten
George Sternfels
Janet Todd
Vanessa Wilson
Jimmy Yawn

Fencing I
Gainesville HS Site Coordinator
Wine Tasting
Spanish I and II
Beginning Quilting
Digital Camera and Photo Editing

Continuing Workforce Development

<u>Name</u>	<u>Position</u>
Douglas Henson	Continuing Education Specialist
Earl Ference	Continuing Education Specialist
Jonathan Taylor	Continuing Education Specialist
Susan Kulmacz	Continuing Education Specialist
Janet Lynn Lowenthal	Continuing Education Specialist
Kimberly Baker	Continuing Education Specialist
Lois Ellis	Continuing Education Specialist
Betty Arnette	Continuing Education Specialist
Mary Short	Continuing Education Specialist
Janet Foster	Continuing Education Specialist
Alexandria Harris	Continuing Education Specialist
Robert Pridgen	Continuing Education Specialist
Carrie Pridgen	Continuing Education Specialist
Jennifer Smith	Continuing Education Specialist
Sean Smith	Continuing Education Specialist
David Walters	Continuing Education Specialist
Jon Duff	Continuing Education Specialist
Tom Mayfield	Continuing Education Specialist
Joel Lambert	Continuing Education Specialist
Beverly Turner	Continuing Education Specialist
Johanna McBride	Continuing Education Specialist

Board Action Requested:

Approval

C O N S E N T

**District Board of Trustees
June 16, 2009**

Agenda Item: 3.4

***College Goal: Human Resources - Recruit, develop, assess, and retain quality full-
and part-time faculty and staff.***

Career Service Staff

403.472, 08-09

The individual listed below is being recommended for appointment.

Name

Position

Peggy Roberts

Office Assistant 2, Health Science Counseling

Board Action Requested:

Approval

C O N S E N T

**District Board of Trustees
June 16, 2009**

Agenda Item: 3.5

***College Goal: Human Resources - Recruit, develop, assess, and retain quality full-
and part-time faculty and staff.***

Leave of Absence

420.152, 08-09

Ms. Roberta Hoskins, Professor, Dental Hygiene, has requested a leave of absence from her faculty line for the time period of August 21, 2009, through April 29, 2010. This request is supported by the Director of Dental Programs and Interim Provost and Vice President of Academic Affairs.

Board Action Requested:

Approval

C O N S E N T

**District Board of Trustees
June 16, 2009**

Agenda Item: 3.6

***College Goal: Resources - Develop, obtain, and allocate the necessary resources to
implement the college's mission.***

Renewal of Legal Services Agreement - GrayRobinson, P.A.

408.1785, 08-09

This renewal agreement with GrayRobinson, P.A. for legal representation of the college is the same as the agreement currently in force. The term of the agreement is July 1, 2009, through June 30, 2010.

Board Action Requested:

Approval

CONSENT

District Board of Trustees
June 16, 2009

Agenda Item: 3.7

College Goal: Student Affairs - Provide research-based learner-centered program of services that supports access and student engagement from matriculation to goal attainment.

Renewal Agreement with University of Florida for Health Education and
Clinical Care Program - SFC Health Clinic

408.1786, 08-09

The attached contract is a renewal of the ongoing collaboration between the University of Florida's (UF) Student Health Care Center and Santa Fe College's (SFC) Student Life Program to provide health care information and education to SFC students. As in last year's agreement, UF provides health care staff, medical supplies and equipment, and supervision of personnel. SFC provides the physical facility and administrative equipment and support.

The overall contract value is \$118,500. This represents an increase of \$13,500 from last year's agreement, and is funded by student activity and service fees. The funding for this agreement was included in the budget approved by the Activity and Service Fee Committee for the 2009-2010 fiscal year.

This agreement continues to provide student access to a Registered Nurse on a full-time basis and to an Advanced Registered Nurse Practitioner (ARNP) on a part-time basis. Substantial changes to the contract include reducing the hours for the ARNP from 16 hours each week to 12 hours per week during summer B term; 14 hours per week during fall and spring semesters; and four hours per week during summer A term. This reduction was necessitated by the increased costs charged by UF coupled with a lack of an increase in the per credit hour activities and service fee for the 2009-2010 fiscal year.

The facility is located in S-120 and does NOT provide emergency care.

The term of this agreement is July 1, 2009 through June 30, 2010.

Board Action Requested:

Approval

C O N S E N T

**District Board of Trustees
June 16, 2009**

Agenda Item: 3.8

College Goal: Educational Programs - Provide learning opportunities and academic support to ensure the highest levels of academic performance.

Affiliation Agreement with Sarasota County Public Hospital Board 408.1787, 08-09
d.b.a Sarasota Memorial Health Care System, Sarasota Florida - Cardiovascular Technology

This agreement with Sarasota Memorial Health Care System will provide clinical education experience for students in the Cardiovascular Technology program. The agreement is essentially the same as the one currently in force. The term of the agreement is for three years.

Board Action Requested:

Approval

C O N S E N T

**District Board of Trustees
June 16, 2009**

Agenda Item: 3.9

College Goal: Educational Programs - Provide learning opportunities and academic support to ensure the highest levels of academic performance.

Addendum to Clinical Education Agreement with Shands at Lake Shore, Inc., 408.1788, 08-09
Lake City, Florida, for:

- Cardiovascular Technology
- Diagnostic Medical Sonography
- Surgical Technology
- Radiography Technology
- Respiratory Care
- Advanced Certificate in Computed Tomography
- Health Information Management
- Medical Coder/Biller
- Nuclear Medicine Technology

This addendum to the Clinical Education Agreement with Shands at Lake Shore, Inc. allows students enrolled in the programs listed above to participate in supervised learning experiences as part of their course of study.

Board Action Requested:

Approval

C O N S E N T

**District Board of Trustees
June 16, 2009**

Agenda Item: 3.10

College Goal: Educational Programs - Provide learning opportunities and academic support to ensure the highest levels of academic performance.

Indefinite Quantity Agreement with Citrus Levy Marion Regional
Workforce Development Board, Inc.

408.1790, 08-09

The purpose of this agreement is to establish general policy and specific procedures required by the Workforce Investment Act and the Welfare Transition Program relative to the provision of educational and training services to students who are interested in attending SFC. The cost for the services provided by the college will be reimbursed prior to the student starting classes. Term of the agreement is July 1, 2009, through June 30, 2012.

Board Action Requested:

Approval

CONSENT

District Board of Trustees
June 16, 2009

Agenda Item: 3.11

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission.

Renewal of Agreement with Builders Association of North Central Florida -
Apprenticeship Program

408.1792, 08-09

The purpose of this agreement is to provide a partnership with the Builders Association of North Central Florida for Santa Fe to promote the advancement of apprenticeship training for students enrolled in the Electrical, Plumbing, Building Construction, and Heating, Air Conditioning, and Ventilation programs. Each apprentice is sponsored by an employer associated with a Local Education Agency (LEA) representative. Santa Fe serves as the LEA representative of the Builders Association. The program is funded by the state following Florida state apprenticeship standards. The apprenticeship programs provide opportunities and training for students to enter these different fields, and also provide training for career advancement for those already working. These are four-year programs which include on-the-job training combined with classroom studies.

The agreement commences July 1, 2009, and is effective for one year.

Board Action Requested:

Approval

C O N S E N T

**District Board of Trustees
June 16, 2009**

Agenda Item: 3.12

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission.

Title III Strengthening Institutions Program: Improving Student Success
Through a Transformational Math Redesign Program -- Grant

409.1749, 08-09

The purpose of this project is to increase student success, retention, and graduation rates by developing a comprehensive math redesign program that includes assessment, placement, and mandatory math sequencing registration, course redesign, and professional development. Five math courses will be redesigned based on two models developed by the National Center for Academic Transformation. A Math Emporium will be developed and expanded each year during the five-year project. Grant funds will be used to develop the Math Emporium, programming for the math sequencing system, consultants for professional development and evaluation, travel, and faculty stipends/release for course redesign. Nearly 7,000 students will benefit each semester after full implementation in year five. This is year two of a five-year project.

The amount of funds requested from the US Department of Education, Office of Postsecondary Education, is \$400,000, with no matching funds from Santa Fe College.

Duration of this project is October 1, 2009, through September 31, 2010.

Operating budget impact: None. Indirect costs are not allowable costs.

Board Action Requested:

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

C O N S E N T

District Board of Trustees
June 16, 2009

Agenda Item: 3.13

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission.

Student Support Services -- Grant

409.1750, 08-09

The purpose of this project is to provide supplementary support services to low-income, first-generation, or disabled college students in order to increase student success as measured by retention, graduation, and transfer rates. Individual counseling, tutoring, and other extensive work in the basic academic subjects (mathematics, sciences, reading, and writing) will be the substance of the program. An additional part of the program includes a 2-year/4-year initiative section, the purpose of which is to assist Santa Fe College project students in securing admission to and financial assistance for enrollment in four-year institutions of higher education. This is year five of a five-year project. This project will serve approximately 200 students per year.

The amount of funds requested from the U. S. Department of Education, Office of Postsecondary Education, is \$282,055, with an in-kind match of \$21,956 from Santa Fe College.

Duration of this project is September 1, 2009, through August 31, 2010.

Operating budget impact: From existing college budget

Board Action Requested:

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

C O N S E N T

**District Board of Trustees
June 16, 2009**

Agenda Item: 3.14

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission.

Upward Bound Program -- Grant

409.1751, 08-09

The purpose of this project is to supplement and enrich participants' academic skills and provide personal motivation to complete high school and to enter and complete a program of post-secondary education. The project will serve at least 53 participants each year from target schools in Alachua and Bradford counties. Students will participate in an academic year component consisting of tutoring, supplemental instruction, and academic, career, and personal counseling, in addition to a six-week, non-residential summer enrichment component. This is year two of a five-year project.

The amount of funds requested from the US Department of Education, Office of Postsecondary Education, is \$277,413, with no matching funds from Santa Fe College.

Duration of this project is September 1, 2009, through August 31, 2010.

Operating budget impact: None

Board Action Requested:

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

C O N S E N T

District Board of Trustees
June 16, 2009

Agenda Item: 3.15

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission.

North Central Florida Educational Talent Search Project -- Grant

409.1752, 08-09

The purpose of this project is to provide educational services and information to 700 low-income/potential first-generation college students in grades 8-12 in order to encourage them to complete high school and enroll in postsecondary education. Santa Fe College, Central Florida Community College, and Lake City Community College have developed a consortium for the purpose of implementing the project in concert with local school districts. This is year two of a four-year project.

The amount of funds requested from the US Department of Education, Office of Postsecondary Education, is \$306,345, with no matching funds from Santa Fe College.

Duration of this project is September 1, 2009, through August 31, 2010.

Operating budget impact: None

Board Action Requested:

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

C O N S E N T

**District Board of Trustees
June 16, 2009**

Agenda Item: 3.16

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission.

Displaced Homemakers Program: Focus on the Future -- Grant

409.1753, 08-09

The purpose of this project is to provide assistance, without charge, to eligible displaced homemakers over 35 years of age who have lost financial support and have been unable to secure adequate employment in Alachua and surrounding counties in the North Central Florida area. Services will be provided through classes and workshops on the topics of job counseling designed for a person entering the job market after a number of years as a homemaker; job training and placement, including employability skills and basic computer skills; financial management; outreach and information; and educational exploration. This comprehensive program is designed to assist the individual toward independence and economic security. This is a performance-based contract with funding based on enrollment, program completion, and job placement. This is a one-year grant renewal following a three-year project.

The amount of funds requested from the Florida Agency for Workforce Innovation is \$118,744, with an in-kind match of \$16,401, and a cash match of \$40,000 from Santa Fe College.

Duration of this project is July 1, 2009, through June 30, 2010.

Operating budget impact: From existing college budget

Board Action Requested:

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

C O N S E N T

**District Board of Trustees
June 16, 2009**

Agenda Item: 3.17

***College Goal: Resources - Develop, obtain, and allocate the necessary resources to
implement the college's mission.***

Warrants Issued for May 2009

208.459, 08-09

A listing of all disbursements issued from May 1 through May 31, 2009, is available at this meeting for the board's information. The amount disbursed was \$9,876,804.30.

Warrant Numbers

Manual Payroll	None
Manual Payables	None
Payables	605276 - 609775
Payroll	624620 - 624775
Payroll	002001 - 002101

Electronic Transfers

36104 - 38743

Additional Information: Compass Bank check stock not used as of May 15, 2009, was audited and placed in the vault in the cashier's office. This check stock will be properly disposed of by the end of this calendar year.

The warrant numbers to be disposed are as follows:

Payroll	624776 - 629800
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Board Action Requested:

Approval

C O N S E N T

District Board of Trustees
June 16, 2009

Agenda Item: 3.18

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission.

Report of Purchases for May 2009

202.564, 08-09

Below are the total amounts and a summary of purchases for the month of May 2009.

Purchasing	\$2,015,811.14
Risk Management Consortium	<u>18,406.80</u>
Total	<u>\$2,034,217.94</u>

<u>P.O. No.</u>	<u>Amount</u>	<u>Procurement</u>	<u>Vendor</u>	<u>Class of Item-Department</u>
Y28285 (Fund 7)	\$ 134,050.00	Contract	Tom Barrow Company	Direct Purchase - Air Handler Unit General Renovation/Remodel - HVAC
Y28368 (Fund 1)	\$ 44,000.00	Contract	Dimension Systems, Inc.	Database System Support Information Technology
Y28401 (Fund 7)	\$ 34,471.00	Contract	Brooks Air Systems, Inc.	Direct Purchase - Variable Frequency Drives for Air Handler Unit General Renovation/Remodel - HVAC
Y28419 (Fund 7)	\$ 26,800.00	Contract	Zeidler Partnership, Inc.	Architectural Services - Fine Arts Hall Bond Proceeds/Fine Arts Building
Y28420 (Fund 1)	\$ 26,910.00	Exempt	Fishnet Security	E-mail Spam Filter (3 Years) Information Technology
Y28429 (Fund 7)	\$ 171,820.00	Contract	Kewaunee Scientific Corp.	Direct Purchase - Lab Casework Center for Emerging Technology
Y28455 (Fund 1)	\$ 80,591.12	Exempt	Dell Marketing	Microsoft Campus Agreement Renewal Information Technology
Y28753 (Fund 7)	\$ 49,213.36	Contract	OEC Business Interiors	Math Lab Furniture Student and Faculty Area Improvements

Y28777 (Fund 1)	\$ 34,500.00	Exempt	Smarthinking, Inc.	Online Student Tutoring Academic Affairs
Y28849 (Fund 1)	\$ 314,191.45	Contract	Dell Marketing	Computers (295) and Laptops (20) Information Technology
Y28929 (Fund 1)	\$ 35,400.00	Sole Source	SaniJax, LLC	Floor Restoration Custodial/Janitorial
Y29034 (Fund 7)	\$ 26,162.00	Contract	PPI Construction Management	Telecommunication Closet Renovation - Buildings I and K Technology Infrastructure
<hr/>				
\$ 978,108.93				

Purchase orders for previously awarded contracts: 2
Number of purchase orders \$0-\$25,000: 784

Amount: \$ 21,901.54
Amount: \$1,034,207.47

Board Action Requested:

Approval of report

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission.

Alachua Center - Revised Budget

412.1049, 08-09

Project Description:

This project involves the design and construction of a new training center in Alachua, Florida. The building will be approximately 23,000 gross square feet and contain classrooms, computer labs, and chemistry and biology labs, as well as program space in the areas of biotechnology, information technology, and bio-manufacturing.

Architect/engineer	Flad & Associates
Contractor/construction manager	PPI
Uniform building inspector	In-house
Original project budget	\$7,840,714
Revised project budget	\$9,340,714
Source of funds	Private, Matching, CIF, and PECO

Project Status:

At early design development stage, when the actual sitework costs were known and the building costs were also estimated to exceed the budget, the college initiated a value engineering exercise and instructed the designers to redesign the building with the lab and administrative areas as the base building and the north corporate wing as an add alternate.

In anticipation of a \$1,500,000 PECO appropriation this coming fiscal year, the college is planning to continue with the build-out of the corporate wing. In advance of that appropriation, the college has instructed the architect and construction manager to make modifications to the north elevation of the base building in order to minimize any re-work to accommodate the add alternate.

In order to provide a seamless transition into the construction of the corporate wing, the college is asking the board to approve the increase in budget to \$9,340,714.

Board Action Requested:

Approval to increase the budget to \$9,340,714

District Board of Trustees
June 16, 2009

Agenda Item: 4.2

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission.

Safety Report for Fiscal Year 2008-2009

412.1050, 08-09

Florida Statutes and Florida Department of Education rules require that each college board of trustees provide for periodic inspection of its physical plant at least once a year to determine compliance with sanitation, casualty, and fire safety standards. This inspection report was conducted in February and March of 2009 and prepared by Mr. Piper Walton with the Florida Community Colleges Risk Management Consortium in conjunction with college staff. All of the items cited as needing attention have been corrected.

Board Action Requested:

Approval

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission.

Fund 1 (Current Unrestricted) Revenue and Expenditure Report as of May 31, 2009 201.670, 08-09

The attached Fund 1 (Current Unrestricted) Revenue and Expenditure Report reflects the status of the college in relation to the percentage of unrealized and unencumbered funds as of May 31, 2009. The following summary provides a comparison of actual revenues and expenditures for 2008-2009 vs. 2007-2008.

	2008-2009		2007-2008	
	<u>Dollar Amount</u>	<u>Percent of Budget</u>	<u>Dollar Amount</u>	<u>Percent of Total Year</u>
Revenue	59,979,492	94.20	63,020,818	95.17
Expenditures	51,088,631	73.21	49,809,544	81.49

Board Action Requested:

Approval of report

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission.

Colonel Harry M. Hatcher, Jr., Property Survey 09-08

200.754, 08-09

Below and on the attached pages are requests from the various custodians to remove property from their inventory for the reasons indicated. The college has a Property Survey Committee composed of representatives from around the college who review the departmental requests before they are presented to the board for approval.

The Property Survey Committee met on May 26, 2009, to consider departmental requests to be relieved from inventory accountability. The committee members sent their approvals that the following requests be accepted and recommend board approval to remove the items listed below from the active property control inventory records. A detailed list of all items from each category is attached.

Category	Number of Items	Original Cost or Value Items < \$5,000 to be Removed from Inventory	Number of Items	Original Cost or Value Items > \$5,000 to be Removed from Inventory and Financial Records	Depreciation of Items > \$5,000	Total Book Value Items to be Removed from Inventory and/or Financial Records
Worn-Out Equipment with Salvageable Parts	1	\$ 1,321.74	0	\$ 0.00	\$ 0.00	\$0.00
Worn-Out Equipment with No Salvageable Parts	5	8,866.81	2	18,425.38	18,425.38	0.00
Surplus Property	12	24,722.92	1	24,966.00	24,966.00	0.00
Transfers	8	10,893.57	0	0.00	0.00	0.00
TOTAL	<u>26</u>	<u>\$45,805.04</u>	<u>3</u>	<u>\$43,391.38</u>	<u>\$43,391.38</u>	<u>\$0.00</u>

Notes

Worn-Out Equipment with Salvageable Parts are items from which parts will be taken before the items are discarded.

Worn-Out Equipment with No Salvageable Parts are items that are no longer in usable condition and are not cost-effective to repair.

Surplus Property is generally offered to Alachua and Bradford counties schools first. If the counties are not interested in these items, they will be offered to other non-profit organizations that have requested them. Items that are not requested will then be sold at a surplus auction.

Transfers are lab computers replaced through the PC replacement plan that are to be transferred to Alachua and Bradford counties schools, sold, or scrapped.

Acquisition Value represents the college's acquisition cost, NOT the current value of the items. The college depreciates and capitalizes items costing \$5,000 or greater. Items that cost greater than \$1,000 but less than \$5,000 are not depreciated or capitalized. Instead they are tracked for inventory purposes ONLY. The present value of most of the items less than \$5,000 listed here is substantially lower than the amount indicated.

Board Action Requested:

Approval of survey

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission.

Permission to Write Off Uncollectible Accounts

200.755, 08-09

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.

Type	Amount Requested to Write Off	Total Amount Awarded in 2007-2008	Percentage of Award amount to be Written Off
Returned Checks/Charges	\$ 2,109.89	N/A	N/A
Short-Term Loans			
Regular	5,408.58	\$ 442,343	1.23%
Tuition	1,402.23	17,583	7.97%
Accounts Receivable			
Title IV	115,199.58		
Financial Aid Repayments	<u>22,926.19</u>		
<i>Subtotal Federal A/R</i>	<u>\$138,125.77</u>	25,495,708	.55%
Little School	2,699.77	469,644	.57%
Dental	480.60	30,497	1.58%
Tuition Deferrals			
Financial Aid Deferment	55,694.95	9,728,227	.60%
Veterans Deferment	20,276.82	232,542	9.20%
Miscellaneous Deferment	1,844.81	3,848,071	.05%
Total	<u>\$228,043.42</u>	<u>\$40,264,615</u>	<u>.58%</u>

Board Action Requested:

Approval

District Board of Trustees
June 16, 2009

Agenda Item: 5.4

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission.

Approval of 2009-2010 Operating Budget - Current Unrestricted (Fund 1)

201.671, 08-09

The college Operating Budget has been presented and reviewed by the board at the annual budget workshop.

Board Action Requested:

Approval of 2009-2010 Operating Budget, Current Unrestricted (Fund 1)

District Board of Trustees
June 16, 2009

Agenda Item: 5.5

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission.

Approval of 2009-2010 Baccalaureate Operating Budget

201.672, 08-09

The college Baccalaureate Operating Budget has been presented and reviewed by the board at the annual budget workshop.

Board Action Requested:

Approval of 2009-2010 Baccalaureate Operating Budget

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission.

Approval of 2009-2010 Unexpended Plant Fund Budget (Fund 7)

201.673, 08-09

Following the close of accounting records for fiscal year 2008-2009, the Fund 7 budget can be prepared. That budget will be presented for board approval at its September 2009 meeting. In the meantime, board approval is requested to expend from the Unexpended Plant Fund beginning July 1, 2009, as follows:

Projects approved in the 2008-2009 budget to the extent of balances carried forward, including interest and energy rebate earnings through June 30, 2009, at June 30:

Projects, for which PECO (Public Education Capital Outlay) funds were appropriated by the 2009 Florida legislature, i.e.:

General maintenance	\$ 492,022
Alachua Center construction, phase 1 (CE)	\$1,500,000
General renovation/remodel, infrastructure and site improvements	\$ 921,630

Board Action Requested:

Approval of budget

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission.

Acceptance of Long-Term Investment Policy with Wells Fargo & Company
(formerly Wachovia Bank, NA) for Santa Fe College

209.170, 08-09

The college authorizes the manager of its Long-Term Institutional Management Agreement with Wells Fargo & Company to invest in assets pursuant to the college's investment policy. College staff is required at least yearly to review the long-term investment policy in effect and request approval of the policy with or without recommended changes.

College staff recently met with the investment managers from the Evergreen Investments division of Wells Fargo & Company to review the long-term investment policy. At this time there are no recommended changes to the investment policy except to update the college's name.

Board Action Requested:

Accept the recommendation to not make any changes to the current investment policy statement except to update the college's name

District Board of Trustees
June 16, 2009

Agenda Item: 5.8

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission.

Acceptance of Long-Term Investment Policy with Wells Fargo & Company 209.171, 08-09
(formerly Wachovia Bank, NA) for Florida Community Colleges Risk Management Consortium

As fiscal agent for the Florida Community College Risk Management Consortium, the college maintains the long-term investment portfolio for the consortium. At the Florida Community Colleges Risk Management Council meeting held May 21, 2009, approval was given to accept the council's investment subcommittee's recommendation to not make any changes to the long-term investment policy statement. Subsequent to this the Council of Presidents accepted this recommendation.

Board Action Requested:

Acceptance of the Florida Community College Consortium's investment policy statement

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission.

Permission to Execute Agreement with City of Gainesville to Provide Public Transit Services for Santa Fe Students and Staff

209.172, 08-09

For several years the college has been discussing the possibility of providing public transit services to Santa Fe students with the City of Gainesville. Students would like the opportunity to have unlimited access to public transit and modified and/or new routes that specifically target Santa Fe students. The college is considering adding this same benefit to its employees. In addition, the college is committed to reducing the demand for on-campus parking and providing a sustainable alternative to commuting.

With the approval to charge a transportation access fee starting this fall term, college staff and students have been meeting with the City of Gainesville to discuss route additions, modifications, and unlimited ridership. In order for the Regional Transit System to begin operations in fall term, a final agreement needs to be executed by the end of June.

The board is requested to authorize the Vice President for Finance and ITS, Ginger Gibson, and other appropriate college staff to complete contract negotiations with the City of Gainesville for public transit services.

Board Action Requested:

Approval for board chair to execute agreement with City of Gainesville following contract negotiations by staff without further review by the board

District Board of Trustees
June 16, 2009

Agenda Item: 6.1

*College Goal: Resources - Develop, obtain, and allocate the necessary resources to
implement the college's mission*

Amended Rule 7.11: Fees

410.428, 08-09

The amendment to Rule 7.11 is presented for approval subject to final approval by the Governor.
The fees will be effective with the beginning of fall term registration.

Board Action Requested:

Approval

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission

Amended Rule 5.2: Purchasing

410.429, 08-09

The proposed changes to the college's purchasing rule have taken into consideration legal purchasing thresholds, college's commitment to sustainable goods and service purchases, services provided by purchasing staff, and delegation of authority for purchases. In addition, the proposed changes will allow the college to redirect staff responsibilities to accommodate positions proposed for elimination.

The significant changes of the proposed rule revision are as follows:

1. allow the college to set guidelines for sustainable goods and services purchases;
2. increase the quote threshold from \$1,000 to \$5,000;
3. allow the president to delegate authority for purchases under \$5,000; and
4. add a section entitled Contracts for Personal Professional Services and delete Rule 5.14 to provide clarity since these services relate directly to purchasing.

Board Action Requested:

Approval

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission

Amended Rule 5.7: Personal Property Control

410.430, 08-09

During 2008, the Department of Education notified all 28 community colleges that it had been determined that they were not among the public entities governed by Florida Statute Chapter 274 (Tangible Personal Property) and, therefore, not subject to the Department of Financial Services rules promulgated to implement Chapter 274. Colleges were also reminded that they needed to ensure that they had rules, procedures, or policies, as appropriate, relating to college property. In addition, with respect to the disposition of tangible personal property, the disposition procedures set out in Florida Statute 274.05 and 274.06 should be included in any procedure a college adopts. In order to continue to provide coordination and consistency among the community colleges and provide a reference point for local policies, a guideline for Managing Tangible Personal Property was recommended and approved by the Chancellor of Community Colleges.

Absent law that prescribes how tangible personal property shall be accounted for and physically inventoried, the proposed change in college rule identifies the college's threshold for recording in the college's financial system as property for inventory purposes, tangible personal property with a value or cost of \$5,000 or more, and requires that standards for marking, inventorying, and disposing of tangible property be set forth in a procedure to this rule. Both the inventory threshold and procedure to the rule recommended follow the Community College Guideline for Managing Tangible Personal Property.

Board Action Requested:

Approval

District Board of Trustees
June 16, 2009

Agenda Item: 6.4

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission

Deletion of Rule 5.14: Contract Authority: Personal Professional Services

410.431, 08-09

It is recommended that Rule 5.14: Contract Authority: Personal Professional Services be deleted in its entirety and added to the revised revision of Rule 5.2: Purchasing and Contract Authority.

Board Action Requested:

Approval

District Board of Trustees
June 16, 2009

Agenda Item: 7.1

College Goal: Human Resources - Recruit, develop, assess, and retain quality full- and part-time faculty and staff.

Salary Schedule for 2009-2010

405.100, 08-09

The proposed 2009-2010 salary schedule is submitted for review and approval by the board. The Santa Fe College salary schedule is established annually. The president recommends this schedule to the Board of Trustees at the June board meeting, and once adopted, it becomes the sole instrument used in determining employee compensation.

Board Action Requested:

Approval

District Board of Trustees
June 16, 2009

Agenda Item: 8.1

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission

Credit and Postsecondary Adult Vocational Lab Fee Schedule for 2009-2010

300.112, 08-09

The attached credit and postsecondary adult vocational lab fee schedule is to be effective for the 2009-2010 academic year, beginning fall term 2009.

Board Action Requested:

Approval

College Goal: Educational Programs - Provide learning opportunities and academic support to ensure the highest levels of academic performance.

Advisory Committee Appointments for: 417.84, 08-09
Automotive Technology
Cardiovascular Technology
Dental Programs
Educator Preparation Institute
Emergency Medical Services
Information Technology Education (formerly Graphic Design Technology,
Computer Information Technology, Computer Programming and Analysis, and
Networking Service Technology)

The following advisory committee appointments are being recommended to the board for membership through June 30, 2011. All individuals have been contacted and have agreed to serve.

Automotive Technology

New

Mr. Chester Cowart, City of Gainesville Fleet Management, Archer

Mr. Wes Hoy, Proctor Engineering, Alachua

Mr. Jon Priest, UF Fleet Maintenance, Gainesville

Mr. Tom Younkens, Wade Raulerson Honda, Gainesville

Renew

Mr. Steve Brotherton, Continental Imports, Gainesville

Mr. Ken Creel, AERSI, Gainesville

Mr. Dave Mays, Dave Mays Automotive, Gainesville

Mr. Frank McGeown, Star Import Service, Inc., Gainesville

Ms. René Morris, Palm Chrysler-Subaru, Gainesville

Ms. Fran Ricardo, Gainesville

Mr. Irvin Scott, Palm Gainesville Chevrolet, Gainesville

Mr. Phil Snyder, Williston

Mr. Steve Tillman, Newberry

Mr. Chris Vought, All Pro Imports, Gainesville

Outgoing

Mr. Shawn Laffey

Ms. Carol Still

Cardiovascular Technology

New

Mr. Matthew Allen, Shands at UF, Gainesville

Ms. Jennifer Dorsey, Malcolm Randall VA Medical Center, Gainesville

Ms. Carol Floyd, Director, Cardiovascular Lab, Munroe Regional Medical Center, Ocala

Ms. Christie Jordan, High Springs

Dr. Scott Medley, North Florida Regional Medical Center, Gainesville

Ms. Erika Moore, North Florida Regional Medical Center, Gainesville

Ms. Janet Waldron, St. Jude's Medical, Earleton, Florida

Mr. Roger Walker, Director, Cardiovascular Services, Capital Regional Medical Center, Tallahassee

Renew

Dr. Mark Barrow, North Florida Imaging, Gainesville
Dr. Bill Crass, Micanopy
Ms. Debbie Creighton, Biosense Webster Company, Plantation, Florida
Ms. Sandra Daughtry, Director, Non-Invasive Cardiology, North Florida Regional Medical Center, Gainesville
Ms. Lila DeCubellis, Newberry
Mr. Jeff Farrar, Gainesville
Dr. Edward Geiser, Gainesville
Mr. Brad Green, Shands at Starke, Starke
Dr. Eloise Harman, Chief, Pulmonary and Critical Care Medicine, Shands at University of Florida, Gainesville
Ms. Donna Hendeles, Veterans Affairs Medical Center, Gainesville
Ms. Lori McCormick, Gainesville
Ms. Gloria Nolan, Cath Lab Director, Ocala Regional Medical Center, Ocala
Mr. Eddie Sanchez, Gainesville
Ms. Carla Schmidt, Cardiac Cath Lab, Shands at UF, Gainesville
Mr. Todd Smith, Mayo Clinic, Jacksonville
Ms. Rita Squires, Director, Cardiovascular Lab, North Florida Regional Medical Center, Gainesville
Mr. Danny Stevenson, Shands at AGH, Gainesville
Mr. Michael Wehrli, Lake City Medical Center, Lake City
Mr. Jeffrey Wright, North Florida Regional Medical Center, Gainesville
Mr. Rusty Yates, Philips Medical Systems, Hampton, Florida

Outgoing

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

Dental Programs

Renew

Ms. Sharon Cooper, College of Dentistry, University of Florida, Gainesville
Dr. Brian Decker, Gainesville
Ms. Mignon Farmer, Gainesville
Dr. Timothy Garvey, College of Dentistry, University of Florida, Gainesville
Dr. Yvette Godet, Gainesville
Ms. Laura Guyer, Suwannee River AHEC, Alachua
Ms. Summer Harris, College of Dentistry, University of Florida, Gainesville
Dr. Samuel Low, College of Dentistry, University of Florida, Gainesville
Dr. William Marchese, Starke
Ms. Rui Juan Shi, Gainesville

Educator Preparation Institute

Renew

Mr. Will Calsam, Alachua County Public Schools
Mr. Rick Ezzell, Bradford County Public Schools, Starke
Mr. Ernie Harrington, Principal, St. Frances Catholic High School, Gainesville
Ms. Kathy Shewey, Alachua County Public Schools
Dr. Paul Hutchins, Dean for Educational Centers, Santa Fe College
Dr. Curtis Jefferson, Associate Vice President for Academic Affairs, Santa Fe College
Dr. Frank Lagotic, Santa Fe College

Emergency Medical Services

New

Chief Edwin Bailey, Alachua County Fire Rescue
Chief Harry Collins, Assistant Chief, Alachua County Fire Rescue
Ms. Lucy Daniels, Alachua County Health Department
Chief Mitch Harrell, Alachua County Fire Rescue
Mr. Allen Harris, Bradford County EMS, Starke

Renew

Ms. Julie Bell, Shands at VISTA, Gainesville
Ms. Barbara Benken, Shands at UF, Gainesville
Ms. Paula Davis, Shands at UF, Gainesville
Dr. Peter Gianas, Starke
Captain Michael Heeder, Gainesville Fire Rescue
Mr. Jim Howard, ShandsCair, Gainesville
Barbara Klingensmith, PhD, Florida State Fire College, Ocala
Captain Orrie "Bill" McCrea, Gainesville Fire Rescue
Chief William Northcut, Gainesville Fire Rescue
Chief Michael Randolph, Gainesville Fire Rescue
Chief Donnie Sessions, Gainesville Fire Rescue
Ms. Pamela Thornton, North Florida Regional Medical Center, Gainesville

Information Technology Education (formerly Graphic Design Technology, Computer Information Technology, Computer Programming and Analysis, and Networking Service Technology)

Renew

Mr. Jay Blackadar, Manager, Graphic Design Department, Renaissance Printing, Gainesville
Ms. Nita Chester, Prepress and Design Management, Beechler-Waters, Gainesville
Ms. Jean Clark, Systems Programmer, Gainesville Regional Utilities
Ms. Virginia Crisalle, Senior Programmer, ITE, Santa Fe College, Gainesville
Mr. Cedric Faulkner, Business Systems Manager, Barr Systems, Gainesville
Mr. Rusty Greek, Manager, The Office Shop, Starke
Ms. Marcia Greenberg, Applications Manager, David Greenberg Communications, Gainesville
Ms. Nancy Iafate, Teacher Specialist, Alachua County Schools, Gainesville
Mr. Tom Idoyaga, Production Manager, Alta Systems, Gainesville
Mr. Steve Kozakoff, Senior Application Systems Analyst/Programmer, Shands Health Care Anesthesiology, Gainesville
Ms. Kelli Krimpton, 352 Media Group, Newberry
Mr. Jeff Lyons, Project Manager, MindSolve Technologies Inc, Gainesville
Ms. Victoria McMackin, Cox Communications, Gainesville
Mr. Chris Meyers, Systems Analyst and ISC Manager, James Moore & Company, P.L., Gainesville
Mr. Dan Miller, Network Coordinator, NE Regional Data Center, Gainesville
Ms. Laurel Nesbit, Alta Systems, Gainesville
Ms. Sue Nestor, Shands Health Care, Gainesville
Ms. Priscilla Parker, Coordinator, SFCC Tech Prep Coordinator, Gainesville
Mr. Narayan Raum, University of Florida, Gainesville
Mr. Ron VanAken, President of Support, Barr Systems, Gainesville
Mr. Dan Vogt, Programming Director, 352 Media Group, Newberry

Information Technology Education, continued

Mr. Steve Ware, Systems Coordinator, University of Florida IT-CNS, Gainesville
Mr. Geoff Wilson, President and CEO, 352 Media Group, Newberry
Mr. Mark Wilson, Meridian Behavioral Health, Gainesville

Board Action Requested:

Approval

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission

Approval of Expenditure of Displaced Homemaker Program Funds

400.527, 08-09

The Santa Fe College Foundation requests permission to expend a total of \$10,000 from the Dr. Philip Benjamin Matching Grant Program for the benefit of the Displaced Homemaker Program.

The funds will be utilized to transform the current classroom into a "smart classroom." Currently the annual enrollment in this program is 130 students. The Displaced Homemaker Program is an empowerment and employment program offered free of charge and funded by a performance based grant from the Agency for Workforce Innovation. Eligible displaced homemakers are 35 years of age or older, have worked mainly in the home as homemakers during their adult lives, are unemployed or not adequately employed, and have been dependent upon a family member for support which is no longer available to them. The equipment upgrade will provide instructors the opportunity to present the lessons in a professional way to enhance the employment experiences for the students.

Equipment: see attached for details

Board Approval Requested:

Upon legal review and approval, the president or his designee, Charles W. Clemons, Sr., Vice President for Development, is authorized to execute any agreements associated with this grant.

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission

Approval of Expenditure of Fine Arts Program Funds

400.528, 08-09

The Santa Fe College Foundation requests permission to expend a total of \$5,766.30 from the Dr. Philip Benjamin Matching Grant Program for technical equipment to benefit the fine arts programs. The following equipment will enhance the quality of education for about 75-80 students in various fine arts programs.

Dance and Music: The Dance and Music Departments share drum sets for the African Dance class and the Hand Drumming class. The Hand Drumming class is capped by the number of drums the college owns. The African Dance class borrows drums from the University of Florida to accompany the class. New drums will allow additional students to enroll in the drum class and provide the capacity to have African drum accompaniment for the dance classes. Cost is \$800.

Jewelry: The jewelry class has experienced increased enrollment over the past two years and has produced memorable entries in the Faculty Art Show and winners in the Student Art Show. The casting furnace recently broke and is unsafe for students to use. A new firebrick casting furnace will provide a safer and more state-of-the art learning environment. Cost is \$599.

Lockable cases are needed to keep art work secure and to provide state-of-the art display forms for students to learn the correct way of showcasing jewelry art. Cost is \$652.98 for the boxed displays.

Art Studio: The acid bath cabinet is used to store dangerous material used in the art classes. If stored improperly, these materials may become hazardous to the health of Santa Fe's art students. The cabinet has deteriorated and needs to be replaced. A new acid bath cabinet will provide a safer and more state-of-the art environment for art students. Cost is \$3,714.32 with installment.

Board Approval Requested:

Upon legal review and approval, the president or his designee, Charles W. Clemons, Sr., Vice President for Development, is authorized to execute any agreements associated with this grant.

District Board of Trustees
June 16, 2009

Agenda Item: 8.5

*College Goal: Resources - Develop, obtain, and allocate the necessary resources to
implement the college's mission*

Acceptance of Independent Auditors' Report for the Santa Fe College Foundation 400.529, 08-09

Attached is the Financial Statements and Independent Auditors' Report dated December 31, 2008, for the Santa Fe College Foundation.

Board Action Requested:

Approval

District Board of Trustees
June 16, 2009

Agenda Item: 8.6

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission

Certification of Santa Fe College Foundation Activity

400.530, 08-09

In compliance with Florida Statute 1004.70, on July 1 of each year, the board if asked to certify to the State Board of Community Colleges that the Santa Fe College Foundation is operating in a manner consistent with the goals of the college. Certification of compliance is requested.

Board Action Requested:

Certification that the Santa Fe College Foundation has operated in compliance with Florida Statute 1004.70 and within the goals of the college.

District Board of Trustees
June 16, 2009

Agenda Item: 8.7

College Goal: Educational Programs - Provide learning opportunities and academic support to ensure the highest levels of academic performance.

Ratification of Honorary Bachelors Degree to Dr. Anne Kress

400.531, 08-09

In recognition of her service and dedication to Santa Fe College and the college district, the college has awarded Dr. Anne Kress an honorary bachelors degree. The board is requested to ratify this action.

Board Action Requested:

Ratification

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission.

Public Assistance Subgrant Agreement for Tropical Storm Fay

408.1791, 08-09

In August 2008, Alachua County was declared a disaster county in regards to Tropical Storm Fay and, therefore, qualified for public assistance through the Federal Emergency Management Agency (FEMA). College staff has been coordinating with federal and state officials since August 2008 for reimbursement of college-eligible expenses totaling \$5,053.43. In order to finalize all the required paperwork, the State of Florida, Division of Emergency Management, is now requesting the approval to the Public Assistance Subgrant Agreement for Tropical Storm Fay.

Board Action Requested:

Approval of agreement

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission

Adult Education and Family Literacy, Adult General Education -- Grant

409.1754, 08-09

The purpose of this project is to assist adults in becoming literate and obtaining the knowledge and skills necessary for employment and self-sufficiency, assist adults who are parents in obtaining the educational skills necessary to become full partners in the educational development of their children, and to assist adults in completing high school or the equivalent. Approximately 450 students will be served by this project.

The amount of funds requested from the State of Florida, Department of Education, Division of Community Colleges and Workforce Education, is \$175,276, with no matching funds from Santa Fe College.

Duration of this project is July 1, 2009, through June 30, 2010.

Operating budget impact: None

Board Action Requested:

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

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission

Adult Education and Family Literacy, English Literacy/Civics Education -- Grant 409.1755, 08-09

The purpose of this project is to provide English literacy programs linked to civics education to help individuals of limited English proficiency achieve competence in the English language and achieve US citizenship and/or register to vote, if these are their goals. Additionally, this project focuses on assisting students in becoming knowledgeable of support agencies in the community and in becoming partners in their children's education. This project plans to serve at least 75 students.

The amount of funds requested from the State of Florida, Department of Education, Division of Community Colleges and Workforce Education, is \$58,301, with no matching funds from Santa Fe College.

Duration of this project is July 1, 2009, through June 30, 2010.

Operating budget impact: None

Board Action Requested:

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

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission

Mid-Florida College Reach-Out Consortium - CROP -- Grant

409.1756, 08-09

The purpose of this project is to strengthen the educational motivation and preparation of economically and educationally disadvantaged students in grades 6-12. The project will provide a four-week summer college experience for eligible 6th, 7th, and 8th graders. Additionally, the 9th graders will participate in a one-week residential component at the University of Florida. The project will also provide parent information sessions, after school homework club, orientation programs, career counseling, cultural field trips, student mentoring, and guest speakers. SFC will be in a consortium with the University of Florida and Central Florida Community College. SFC will serve a minimum of 200 students.

The amount of funds requested from the Florida Department of Education, Bureau of School Improvement, is \$68,361, with an in-kind match of \$3,037, and a cash match of \$50,303 from Santa Fe College.

Board Action Requested:

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

College Goal: Resources - Develop, obtain, and allocate the necessary resources to implement the college's mission

Banner Center for Biotechnology -- Grant

409.1757, 08-09

The purpose of this project is to continue the development of the Employ Florida Banner Center for Biotechnology. This project is a partnership between the University of Florida, Santa Fe College (SFC), Florida Community College at Jacksonville, Indian River State College, Embry-Riddle Aeronautical University, and the International Society for Pharmaceutical Engineering. The center's proposed training programs are needed by the state's biotech businesses to improve the quality and quantity of trained workers, both incumbent and new hires. This proposed training will provide essential certified training and/or industry-recognized training for workers in the biotechnology industry. SFC's role in the development center includes: providing subject matter experts to validate and evaluate curricular materials, working with the partners to modify existing curriculum to meet industry needs, assisting with providing training of new and incumbent workers with training, and, along with the other founding members of this partnership, being part of the managing committee of the center. Approximately 400 students will benefit from this project. This is year one of a one-year project.

The amount of funds requested from Workforce Florida, Inc., through the University of Florida as fiscal agent, is \$15,000 with an in-kind match of \$7,000 and a cash match of \$5,000 from Santa Fe College

Duration of this project is July 1, 2009, through June 30, 2010.

Operating budget impact: From existing college budget

Board Action Requested:

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