



**The District Board of Trustees
Santa Fe College, Florida
Agenda for Board Meeting of July 21, 2009, at 4 p.m.
Wattenbarger Student Services Building**

Adoption of Agenda

Agenda Item: 1.1
418.477, 09-10

1. General Functions

Pledge of Allegiance

- 1.1 Adoption of Agenda for Board Meeting of July 21, 2009
- 1.2 Organization of the Board for 2009-2010
- 1.3 Approval of Board Meeting Minutes of June 16, 2009

2. Information Items

- 2.1 President's Report
- 2.2 Tech Prep Agreement with School Board of Alachua County for:
Medical Laboratory Assisting
Automotive Service Technology
- 2.3 Amended Rule 7.22: Petitions (Student Registration)
- 2.4 Deletion of Rule 7.33: Student Drivers License Revocation Policy

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 Training Personnel Agreement with Gainesville Police Department
- 3.7 Amendment #1 to Training Personnel Agreement with Sadie Darnell, Sheriff of Alachua County
- 3.8 Renewal of Agreement for Veterans' Affairs Counseling Services with University of Florida
- 3.9 Renewal of Clinical Education Affiliated Site Agreement with University of Florida - Athletics
- 3.10 Renewal of Athletic Training and Service Agreement with University of Florida
- 3.11 Renewal of Agreement with Orlando Health, Inc., Orlando, Florida - Cardiovascular Technology

Finance/Business Affairs Items

- 3.12 Warrants Issued for June 2009
- 3.13 Report of Purchases for June 2009

4. Facilities Items

- 4.1 Approval of Annual Capital Improvement Plan
- 4.2 Fine Arts Hall - Site and Foundation Guaranteed Maximum Price
- 4.3 Renewable Energy Project (Solar) - Guaranteed Maximum Price
- 4.4 Parking Lot 21 - Accept as Complete
- 4.5 Fire Alarm System Upgrade, Phase II
- 4.6 Legislative Budget Request, Operating Cost of New Facilities

5. Finance/Business Affairs Items

- 5.1 Fund 1 (Current Unrestricted) Revenue and Expenditure Report for June 2009
- 5.2 Budget Amendment #1, 2009-2010 Operating Budget, Current Unrestricted (Fund 1)

6. General Institutional Items

- 6.1 Emergency Contract Authority
- 6.2 Community and Continuing Education EnRich! Brochure for Fall A Term 2008
- 6.3 College Catalog for 2009-2010
- 6.4 Request for Increased Entrance Fees: Teaching Zoo and Planetarium

7. Contracts/Grants

- 7.1 Signature Authority for Tax Sheltered Annuities
- 7.2 Amendment #1 to Agreement for Collection of Recyclables with The Arc of Alachua County - Collection of Paper and Cardboard
- 7.3 Tourism Product Development Program Grant - Teaching Zoo Capital -- Grant
- 7.4 Tourism Product Development Program Grant - Showcase Santa Fe: Family Weekends at Spring Arts, the Zoo and Beyond -- Grant
- 7.5 Bradford Fest -- Grant
- 7.6 Adults with Disabilities -- Grant
- 7.7 Florida Educational Fund, Center of Excellence -- Grant

8. SFC Foundation Liaison Update and Board Members' Remarks

9. Citizen's Requests

10. Adjournment

Board Action Requested:

Approval

District Board of Trustees
July 21, 2009

Agenda Item: 1.2

Organization of the Board for 2009-2010

416.112, 09-10

To be handled at the meeting.

Approval of Board Meeting Minutes of June 16, 2009

401.468, 09-10

The minutes of the regular meeting of the District Board of Trustees of Santa Fe College held June 16, 2009, are presented for approval.

Board Action Requested:

Approval

President's Report

Information Item

The president will discuss a variety of informational topics.

Today's special presentation to the board will be given by Ms. Lee Johnson, FACC President, and Ms. Barbara Herschfelder, Senate President, who will discuss their respective organizations.

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

Tech Prep Agreement with School Board of Alachua County for:
Medical Laboratory Assisting
Automotive Service Technology

Information Item
408.1800, 09-10

The A.S. transfer degree, A.A.S., and certificate programs listed below have been identified as accelerated paths by which students will have the opportunity to receive college credit as described in the articulation agreements with the School Board of Alachua County.

New: Biotechnology Laboratory Technician A.S.

Medical Laboratory Assisting

Renewal: Automotive Service Technology Certificate
Automotive Service Technology Management A.A.S.

Automotive Service Technology
Automotive Service Technology

Board Action Requested:

Approval

Amended Rule 7.22: Petitions (Student Registration)

Information Item
410.432, 09-10

The Petitions Committee rule is being revised to reflect several changes to both process and policy. The committee make-up is now outlined in the rule indicating broad college-wide representation to include both faculty and staff from across the campus. Instead of serving as a recommending body and requiring additional approval levels, this committee, through a representative process, will make the decision to approve, deny, or table any petition. Students may appeal a decision of the Petitions Committee to the college Registrar. Subsequent appeals will be directed to the appropriate college vice president. In reviewing the appeal, the Registrar shall also consult with the appropriate department chair or director. The appropriate college vice president shall render a final decision on the appeal if necessary.

Revisions also include the implementation of a statute of limitations for all petition submissions limiting the petition to one year from the semester in question or after graduation from college. The majority of community colleges in Florida have a statute of limitations. This revision will also mirror the existing grade change rule (4.2 Grading System) which also applies to one-year limitation of a grade or symbol change creating a necessary consistency among rules.

Advantages: The current rule allows students to submit petitions without limitations to number of past semesters or even years. In many cases, faculty may not even be here to provide feedback. The limitation legitimizes the process to an appropriate length of time to render a fair and more accurate decision. This may be a substantial cost savings for the college as well. Because all petition results are now sent via the college's new electronic notification system to the student's eSantaFe portal, students can now know the result of the petition in 24 to 48 hours. Such efficiencies provide valuable time to both staff and students.

Deletion of Rule 7.33: Student Drivers License Revocation Policy

Information Item
410.433, 09-10

This rule, which was promulgated in 1990, has been identified as outdated and no longer applicable to institutions of higher education.

C O N S E N T

**District Board of Trustees
July 21, 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)

402.712, 09-10

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.

Appointment

Full Time

<u>Name</u>	<u>Position</u>
Kezia Awadzi <i>Ph.D., University of Florida</i>	Interim Assistant Professor, BAS Health Services Administration
Nancy Brainard <i>M.S.N., University of Pennsylvania</i>	Assistant Professor, Nursing Programs
Jack Brown <i>M.S., Western Illinois University</i>	Interim Assistant Professor, Zoo Animal Technology

Part Time

Luhr Beckmann
David Bosarge
George Braun
Julia Carson
Dwayne Clarke
Michelle Delk
Andrew Douglas
Susan Jester
Bobra Palmer
Dale Rimkunas
Richard Schwartz
Daniel Weber

Board Action Requested:

Approval

C O N S E N T

**District Board of Trustees
July 21, 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)

411.316, 09-10

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.

<u>Name</u>	<u>Position</u>
Executive/Managerial	
Full Time - Appointment	
Kelly Gridley <i>Ph.D., University of Florida</i>	Dean, Emerging Technologies
Michael Hutley <i>M.B.A., St. Leo University</i>	Associate Registrar
David Shlafer <i>B.A., University of Florida</i>	Director, Purchasing and Auxiliary Services
Technical/Professional	
Full Time - Appointment	
* James Diercks <i>A.S., Santa Fe College</i>	Interim, Quality Control Specialist, Title III Math Emporium
Mary Hardage <i>B.A., Saint Leo University</i>	Business Manager, IPS Administration
Justin MacDougall <i>A.A.S., Santa Fe College</i>	Interim, Coordinator Apprenticeship Programs
* Billie Monroe <i>B.S., Florida State University</i>	Coordinator, Perkins Program
Re-appointment	
Deanne Caldwell	Information Systems Programmer
Bradford Grant	Senior Network/Computer Specialist
Eva Jansen	Desktop Computer Supervisor
Dan Lackey	Information Systems Programmer
John McCall	Senior Network/ Computer Specialist
Chris Simoneaux	Information Systems Programmer
Part Time	
Daniel Barnett	Specialist for Writing Lab
^ Marshall Blair	Specialist for Fitness Center
^ Salvatore Campagna	Specialist for Fitness Center
* Courtney Chambers	Specialist for Upward Bound
Amanda Culp	Specialist for Downtown Lab
Tania Darlington	Specialist for CAP Program
Garth Davis	Specialist for CAP Program
* Grant funded	
^ Funded by student activity and service fees	

Part Time Administrative and Professional, cont.

David Dean	Specialist for Student Support
Richard Difiore	Specialist Staff Accompanist for Fine Arts
Angela Dobberfuhl	Specialist Chemistry Lab - Watson Center
Mary El-Semarni	Specialist for Health Sciences
Lydia Floyd	Life Model for Fine Arts
Glenda Henderson	Specialist for Community Education
* LaMiriam Johnson	Specialist for Upward Bound Program
Larry Kondas	Specialist for Educator Preparation Institute
Bruce Larkins	Specialist for Student Call Center
Dana Massaro	Life Model for Fine Arts
Pauline McCanless	Specialist for Community Education
Sarah McIntosh	Specialist for Davis Center
Annette Merritt	Specialist for Student Services
Thomas Moffett	Educator Preparation Institute Ombudsman
Federico Moratorio	Specialist for Fine Arts
Nemanja Nestic	Information Systems Programmer
Holly Norman	Specialist for Student Development Services - Starke
Melvin Poole	Specialist for CAP Program
Jennifer Pritchett	Specialist Student Development - Watson Center
Amy Quillen	Specialist Research Attorney
Melody Record	Specialist Staff Accompanist for Fine Arts
Elizabeth Reynolds	Specialist for Lighting for Fine Arts
^ Samantha Rist	Specialist for Student Life
Nancy Schenewerk	Specialist, Library
June Simring	Life Model for Fine Arts
Deatra Spratling	Specialist for CAP Program
Josephine Staten	Specialist for Community Education
Elizabeth Strickland	Specialist, Library
Valinda Taylor	Specialist for Center for Excellence
Ellen West	EPI Field Placement Coordinator
Erica Weil	Systems Specialist, Applications
Reba Williams	Specialist for Center for Excellence
Sheena Zawacki	Programming Specialist

* Grant funded

^ Funded by student activity and service fees

Board Action Requested:

Approval

C O N S E N T

**District Board of Trustees
July 21, 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

404.383, 09-10

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>
Steven Doherty	Green Kidz
Sara Klee	Just Zoo It!
Kimberly Mann	Science
Sandra Marvel	College for Kids Assistant Coordinator
Judith McNeil	Biotechnology
Willie Williams	Sensational Science

Continuing Workforce Development

<u>Name</u>	<u>Position</u>
Travis Atria	Continuing Education Specialist
Diann Dimitri	Continuing Education Specialist
Jason Fults	Continuing Education Specialist
Julie Garrett	Continuing Education Specialist
Nicole Kanizay	Continuing Education Specialist
Arunas Kutkas	Continuing Education Specialist
Mary Santello	Continuing Education Specialist
Steven Schell	Continuing Education Specialist
Jerry Steinberg	Continuing Education Specialist
Kevin Veach	Continuing Education Specialist

Board Action Requested:

Approval

C O N S E N T

**District Board of Trustees
July 21, 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

403.473, 09-10

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

<u>Name</u>	<u>Position</u>
Full Time Promotion	
Thomas Wade Huggins	Assistant Facilities Manager
Appointment	
Richard Braun	Desktop Computer Specialist
David Engle	Network Computer Specialist
Ulysses Fann	Desktop Computer Specialist
John Fitchue	Desktop Computer Specialist
Timothy Modisette	Desktop Computer Specialist
Michael Ordish	Desktop Computer Specialist
Phil Scarpace	Desktop Computer Specialist
Thaddeus Suggs	Telecom Specialist
Mathew Thompson	Systems Specialist
Part-time	
Bruce Larkins	Assistant for Baseball Camp
Rhonda Matheny	Administrative Assistant, Academic Affairs

Board Action Requested:

Approval

C O N S E N T

District Board of Trustees
July 21, 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

Dr. Phillip Bennett, Associate Professor, Chemistry, has requested a leave of absence from his faculty line for the time period of August 21, 2009, through August 14, 2010. This request is supported by the Chair of Natural Sciences and the Interim Provost and Vice President of Academic Affairs.

Board Action Requested:

Approval

C O N S E N T

**District Board of Trustees
July 21, 2009**

Agenda Item: 3.6

**Workforce Development - Provide student-centered workforce programs in
collaboration with local employers and economic development agencies**

Renewal of Training Personnel Agreement with Gainesville Police Department 408.1793, 09-10

This renewal agreement is essentially the same as the one currently in force with the City of Gainesville. It allows the Gainesville Police Department (GPD) to use the Institute of Public Safety (IPS) facilities to conduct their in-service law enforcement training using their training staff assigned to IPS. It also allows GPD's training staff to act as class coordinators for the Santa Fe basic and specialized courses. The contract is in the amount of \$42,071.04, a reduction from last year's amount of \$54,820. The term of the agreement is July 1, 2009, through June 30, 2010.

Board Action Requested:

Approval

C O N S E N T

**District Board of Trustees
July 21, 2009**

Agenda Item: 3.7

**Workforce Development - Provide student-centered workforce programs in
collaboration with local employers and economic development agencies**

Amendment #1 to Training Personnel Agreement with Sadie Darnell,
Sheriff of Alachua County

408.1794, 09-10

This amendment #2 to the Training personnel Agreement with Sadie Darnell, Sheriff of Alachua County, is a continuation of the arrangement the college has had for many years. It continues the practice of providing workforce training to Sheriff's Office personnel at the Institute of Public Safety. The amendment is effective July 1, 2009.

Board Action Requested:

Approval

C O N S E N T

**District Board of Trustees
July 21, 2009**

Agenda Item: 3.8

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

Renewal of Agreement for Veterans' Affairs Counseling Services with
University of Florida

408.1795, 09-10

This agreement contains essentially the same terms and conditions as last year's agreement. It authorizes Santa Fe to provide services to University of Florida veterans and other eligible programs recipients. The SFC veterans' affairs coordinator works 12 hours per week at the University of Florida for this purpose and maintains a staff of UF veteran work-study students who staff the office during the rest of the week. This arrangement has worked well over the past years, and our coordinator is willing to continue in this position for another year. Under the terms of the agreement, the university will pay Santa Fe \$21,733.92 for the one-year agreement, which runs from July 1, 2009, through June 30, 2010.

Board Action Requested:

Approval

C O N S E N T

**District Board of Trustees
July 21, 2009**

Agenda Item: 3.9

**Educational Programs - Provide learning opportunities and academic support to
ensure the highest levels of academic performance**

Renewal of Clinical Education Affiliated Site Agreement with
University of Florida - Athletics

408.1796, 09-10

This renewal agreement continues the program of supervised clinical education for students enrolled in the University of Florida Athletic Training Education program. The agreement is effective July 1, 2009, and will continue indefinitely unless terminated with sixty days' notice or other mutual agreement by the parties. There is no cost to the college.

Board Action Requested:

Approval

C O N S E N T

**District Board of Trustees
July 21, 2009**

Agenda Item: 3.10

**Educational Programs - Provide learning opportunities and academic support to
ensure the highest levels of academic performance**

Renewal of Athletic Training and Service Agreement with University of Florida 408.1797, 09-10

By this agreement, the University of Florida provides an opportunity for a graduate student to serve as an athletic trainer at Santa Fe for the 2009-2010 school year. The trainer will help plan, organize, coordinate, and supervise the sports medicine program for all intercollegiate sports within the college's intercollegiate athletic programs for an average of 25 hours per week at a cost of \$17,062.50. The terms and conditions are substantially similar to last year's agreement.

Board Action Requested:

Approval

C O N S E N T

**District Board of Trustees
July 21, 2009**

Agenda Item: 3.11

**Educational Programs - Provide learning opportunities and academic support to
ensure the highest levels of academic performance**

Renewal of Agreement with Orlando Health, Inc., Orlando, Florida -
Cardiovascular Technology

408.18802, 09-10

This renewal agreement with Orlando Health, Inc., continues the arrangement that provides Santa Fe students in the Cardiovascular Technology program the opportunity to gain clinical experience with this organization. The term of the agreement is two years, from May 20, 2009, through May 19, 2011.

Board Action Requested:

Approval

C O N S E N T

**District Board of Trustees
July 21, 2009**

Agenda Item: 3.12

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

Warrants Issued for June 2009

208,460, 09-10

A listing of all disbursements issued from June 1 through June 30, 2009, is available at this meeting for the board's information. The amount disbursed was \$10,882,324.13.

Warrant Numbers

Manual Payroll	None
Manual Payables	None
Payables*	610065 - 612730
Payroll	002102 - 002310

Electronic Transfers

38744 - 41197

*Correction for May 2009 Payables: 605276 through 610064

Board Action Requested:

Approval

C O N S E N T

District Board of Trustees
July 21, 2009

Agenda Item: 3.13

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

Report of Purchases for June 2009

202.565, 09-10

Below are the total amounts and a summary of purchases for the months of June 2009.

Purchasing	\$555,302.82
Risk Management Consortium	<u>28,933.00</u>
Total	<u>\$584,235.82</u>

<u>P.O. No.</u>	<u>Amount</u>	<u>Procurement</u>	<u>Vendor</u>	<u>Class of Item-Department</u>
Y29055 (Fund 7)	\$155,413.60	Contract	OEC Business Interiors	Furniture Charles R. and Nancy V. Perry Center for Emerging Technology
Y29077 (Fund 7)	\$ 26,467.73	Contract	OEC Business Interiors	Benches, Lab Stools, and Shelving Charles R. and Nancy V. Perry Center for Emerging Technology
Y29093 (Fund 7)	\$ 28,785.15	Contract	OEC Business Interiors	Welcome Center Furniture Student Services Renovation/Remodel
Y29158 (Fund 7)	\$ 41,417.00	Contract	PPI Construction Management	Planetarium Pump Installation General HVAC Renovation/Remodel
	<u>\$252,083.48</u>			

Purchase orders for previously awarded contracts: 1
Number of purchase orders \$0-\$25,000: 134

Amount: \$ 2,201.51
Amount: \$329,950.83

Board Action Requested:

Approval of report

District Board of Trustees
July 21, 2009

Agenda Item: 4.1

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

Approval of Annual Capital Improvement Plan

412.1051, 09-10

Attached is the Capital Improvement Plan (CIP-2 Summary) for the college. This is the legislative funding request for 2010-2011 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 Requested:

Approval of Capital Improvement Plan

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

Fine Arts Hall - Site and Foundation Guaranteed Maximum Price

412.1052, 09-10

Project Description:

The scope of this project has changed several times as driven by the available funding. The current scope entails the construction of a new performance theater and related spaces on the Northwest Campus.

Architect/engineer	Zeidler Partnerships, Inc.
Contractor/construction manager	Danis Building Construction Co.
Uniform building inspector	In-house
Estimated project budget	\$17,153,755
Source of funds	Bonded CIF, Private, and Matching

Project Status:

In order to expedite the construction start of the Fine Arts Hall, the architects were instructed to develop 100% sitework and foundation documents to coincide with the 50% construction document deliverable for the remaining architectural, mechanical, electrical, and plumbing divisions. College staff has received the early site and foundation package, the phase II design documents, and the relative stage guaranteed maximum price of \$1,684,765, which is based on bids for the sitework and foundation packages. College staff has also received a revised estimate for the remainder of the work which in total will represent the total cost of construction. The college is asking the board to approve both the documents and the guaranteed maximum price for sitework and foundation.

In order to provide the best possible pricing to the college, the construction manager will solicit bids for all remaining divisions of work upon receipt of the 100% construction document deliverable in August and the resulting change to the guaranteed maximum price at that time will be brought back to the board for ratification. At no time will the total cost of the project exceed the board-approved budget.

Board Actions Requested:

- A. Approval of 100% sitework foundation construction documents**
- B. Approval of 50% phase II design documents**
- C. Approval of guaranteed maximum price of \$1,684,765 for sitework and foundation**

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

Renewable Energy Project (Solar) - Guaranteed Maximum Price

412.1053, 09-10

Project Description:

Two years ago, Santa Fe Facilities Services formed a solar energy workgroup comprised of internal staff and students, external engineers, and representatives from the college utility provider. This project is the culmination of the analysis of several solar/thermal applications on the Northwest Campus. It was originally designed to off-set the college's dependency on natural gas as a means of producing heating hot water through the use of solar energy. The use of natural gas for the production of heating hot water is our most direct impact on emissions.

Architect/engineer	Affiliated Engineer, Inc.
Contractor/construction manager	Scherer Engineering & Construction
Uniform building inspector	In-house
Project budget	\$497,775.00
Source of funds	Capital Improvement Fee

Project Status:

Immediately following the board's approval in February to allow the college to expand the scope of this initiative to include solar photovoltaic, the college became the only institution under Gainesville Regional Utilities to have two projects tentatively approved for inclusion into their feed-in-tariff program. The first project, at the Building Construction Institute, has been on-line since May of this year. In order to provide for the latest in technology while ensuring the best possible price, the college instructed its design engineers to develop a technical performance specification and then asked its construction manager to use that specification to solicit proposals from several commercial solar firms. This resulted in a guaranteed maximum price in the amount of \$469,579. The college is asking the board to approve the guaranteed maximum price in the amount of \$469,579.

Board Action Requested:

Approval of guaranteed maximum price in the amount of \$469,579

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

Parking Lot 21 - Accept as Complete

412.1054, 09-10

Project Description:

This project was for the construction 225 new student parking spaces south of buildings W and W Addition with savings from the Health Science Addition project. It also relocated the soccer field to allow for the construction of the new parking lot.

Architect/engineer	Affiliated Engineers SE, Inc.
Contractor/construction manager	BBI Construction Management, Inc.
Building code inspector	In-house
Budget	\$817,163.00
Actual cost	<u>\$782,933.00</u>
Project savings	\$ 34,230.00
Funding	PECO

Project Status:

College staff has inspected and granted final completion of this project and is requesting approval of same.

Board Action Requested:

Accept project as complete

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

Fire Alarm System Upgrade, Phase II

412.1055, 09-10

Project Description:

In preparation for the changes resulting from the adoption of the new Florida Building Code and the new School Code, college staff commissioned a study of the college's fire alarm systems. The results of that study have identified existing deficiencies as well as conceptualized an approach for resolution. This project involves the upgrade of the college's fire alarm systems. It is divided into potentially three phases. The first will address deficiencies in the existing systems; the second and third phases will bring all buildings into compliance with current code and create a reporting network for system oversight within the college Police Department.

Architect/Engineer	Affiliated Engineers SE, Inc., Gainesville Florida
Construction manager/contractor	PPI Construction Management
Uniform building code inspector	In-house
Phase II project budget	\$448,203
Sources of funds	CO & DS, PECO

Project Status:

This phase of the project involves creating a fire alarm supervisory station at the college's Police Department in building T with the ability to monitor fire alarms at the Northwest Campus, as well as all college centers. Besides the phase I fire alarm work that was done in preparation for this phase, the main utility infrastructure project, completed several years ago, provided a dedicated fiber network on the Northwest Campus specifically intended to monitor fire alarms. The college is asking the board to approve the phase II project budget of \$448,203, as well as the phase III construction documents and the guaranteed maximum price of \$369,253.

Board Actions Requested:

- A. Approval of the phase II project budget in the amount of \$448,203**
- B. Approval of the phase III construction documents**
- C. Approval of the guaranteed maximum price of \$369,253**

District Board of Trustees
July 21, 2009

Agenda Item: 4.6

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

Legislative Budget Request, Operating Cost of New Facilities

412.1056, 09-10

Each year the college is required to submit a legislative budget request for the operating cost of new facilities that are planned to be completed during the next fiscal year. The attached legislative budget request reflects the completion of the Fine Arts Hall on the Northwest Campus as well as the expansion of the Bio Tech Wing of the Perry Center for Emerging Technologies in Alachua, both in January 2011.

Board Action Requested:

Approval of the legislative budget request

District Board of Trustees
July 21, 2009

Agenda Item: 5.1

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

Fund 1 (Current Unrestricted) Revenue and Expenditure Report for June 2009 201.674, 09-10

Closing for the fiscal year ending June 30, 2009, will be completed on August 17, 2009. 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 2008-2009 will be presented at the September meeting.

Board Action Requested:

Approval of report

District Board of Trustees
July 21, 2009

Agenda Item: 5.2

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

Budget Amendment #1, 2009-2010 Operating Budget, Current Unrestricted (Fund 1) 201.675, 09-10

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 capital and project obligations carried forward from 2008-2009.

Board Action Requested:

Approval of budget amendment

Emergency Contract Authority

408.1799, 09-10

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 president will provide this information to the full board for ratification at the next regularly scheduled board meeting, at which time the board may take any action that would not adversely affect any third party's rights.

Board Action Requested:

Approval

College Goal: Delivery Alternatives – Assess student needs and outcomes and create innovative and flexible learning opportunities.

Community and Continuing Education EnRich! Brochure for Fall A Term 2008

415.126, 09-10

As required by the State Board of Education regulations, the schedule of Community and Continuing Education EnRich! courses for fall A term 2009 is presented for board information and approval. Term dates are August 22 through October 2, 2009, with registrations beginning August 5 and continuing throughout the term. The schedule is subject to further changes as certain classes maybe 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 based on instructor and space availability. Changes, additions, and deletions will occur in the online schedule.

Board Action Requested:

Approval

**District Board of Trustees
July 21, 2009**

Agenda Item: 6.3

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

College Catalog for 2009-2010

400.532, 09-10

The college catalog for the 2009-2010 academic year is available on-line at the following address.
<http://www.sfcollege.edu/docs/catalog/>

Board Action Requested:

Approval

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

Request for Increased Entrance Fees: Teaching Zoo and Planetarium

200.756, 09-10

To cover cost associated with exhibits and programming that are made available to the community at large, the Santa Fe College Teaching Zoo and Kika Silva Pla Planetarium are requesting the ability to increase admission charges to non-SFC students and staff. The revenue generated would go directly back to fund the increasing costs to maintain exhibits, programming, and related expenditures (e.g. veterinarian bills, animal feed costs, pre-programmed planetarium shows, etc.). These costs are not covered by any other source within the college funding model, and they are beyond the college's ability to address within its existing budget. The college proposes the following fee schedule, to be implemented January 1, 2010:

Visitor to Zoo or Planetarium		Increase
Infant through 3 years	Complimentary	
4 to 12 years of age	\$4	\$1
13 to 59 years of age	\$5	\$1
60 years and over	\$4	\$1
School groups with advance notice	\$4 per student or chaperone 1 Certified Teacher per class complimentary	\$1
With SFC ID	Complimentary	

Visitor to Both Zoo and Planetarium on Same Day (Field Trips)		Increase
Infant through 3 years	Complimentary	
4 to 12 years of age	\$7	\$3
13 to 59 years of age	\$7	\$2
60 years and over	\$7	\$3
School groups with advance notice	\$7 per student or chaperone 1 Certified Teacher per class complimentary	\$3
With SFC ID	Complimentary	

The Teaching Zoo and Planetarium are also requesting the ability to charge for special events (e.g., birthday parties, outreach visits, etc.). We are proposing the following fee schedule for these events:

Special Event	Cost	Increase
Zoo Birthday Party	\$140 for up to 10 guests \$180 for up to 20 guests \$220 for up to 30 guests This will include admission.	\$40 \$80 \$120
Planetarium Birthday Party	Regular Admission Fees Apply, \$50 minimum	\$0

EdZOOcational Animal Outreach Programs	\$75	\$0
Hands-on Presentation at Zoo (includes Zoo Tour)	\$5 per guest	\$0
Zoo Career Shadowing Program	\$30 per guest	\$0
Planetarium Full Dome Music Shows	\$10 per guest	\$0
Merchandise	\$0.10 to \$50	\$0

Board Action Requested:

Approval

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

Signature Authority for Tax Sheltered Annuities

408.1801, 09-10

Florida State College (previously known as Florida Community College Jacksonville) on behalf of itself and the other community colleges conducted an *Invitation to Negotiate* for tax sheltered annuity providers. The purpose was to leverage collective college participation in order to maximize benefit options for 403(b), 457, and 401(a) plans that are compliant with new federal regulations. FCCJ ITN #2009-3 established a pool of vendors that provides the colleges with diverse tax deferred elective investment opportunities for employees. In consultation with the college's tax sheltered annuity compliance services vendor (TSA Consulting Group, Inc.) and based on feedback from college employee salary and benefits committees, seven vendors have been selected from the ITN pool. These companies include American Century Services LLC, AXA Equitable, ING, MetLife, AIG Retirement, Lincoln Investments, and TIAA CREF. Pursuant to federal regulations, there must be a plan agreement with each vendor. These standard agreements have been reviewed by our compliance services vendor (TSA Consulting Group Inc.) and college staff.

Board Action Requested:

To provide authority for the Vice President of Finance and ITS to approve and execute agreements and plan updates resulting from FCCJ ITN #2009-3 and approval for the Director of Human Resources, acting as Plan Administrator, and TSA Consulting Group, Inc., acting as third party administrator, to approve and execute disbursement forms and other items associated in the routine business of administering these plans.

Sustainability Education and Operations - Create, develop, and enhance programs to reduce waste, conserve energy and green space, protect water resources, and promote wellness of students, faculty, and staff

Amendment #1 to Agreement for Collection of Recyclables with The Arc of Alachua County - Collection of Paper and Cardboard

408.1798, 09-10

The college's agreement with The Arc was renewed in February of this year as part of the Sustainable Santa Fe program. In addition, The Arc has offered their services to the college for the collection of paper and cardboard for recycling. This is in addition to aluminum can, glass, and plastic containers. There is no cost to the college for these services. The term of the amendment is from July 22, 2009, through February 24, 2010. Either party may terminate the agreement with 30 days' written notice to the other.

Board Action Requested:

Approval

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

Tourism Product Development Program Grant - Teaching Zoo Capital -- Grant 409.1758, 09-10

The purpose of this project is to provide a self-guided trail expansion project that is designed to increase the number of visitors who can be served by the zoo. Specifically, the zoo will be transformed from a guided-only tour venue to a self-guided tourist destination, increasing the amount of time a visitor spends at the facility. The benefits of this project are that it is virtually maintenance free, yet expands the number of visitors served and educated.

The amount of funds requested from the Alachua County Tourist Development Council is \$25,000, with an in-kind match of \$19,500 and a cash match of \$14,000 from Santa Fe College.

Duration of this project is October 1, 2009, through September 30, 2010.

Operating budget impact: In-kind and cash match 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.

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

Tourism Product Development Program Grant - Showcase Santa Fe: 409.1759, 09-10
Family Weekends at Springs Arts, the Zoo and Beyond -- Grant

The purpose of this project is to enhance the Santa Fe College Spring Arts Festival, Santa Fe College Zoo, and other Santa Fe College events. This project will also encourage tourism and economic development in Alachua County. Santa Fe College Spring Arts Festival provides residents of Alachua County and visitors from across the United States the opportunity to appreciate works of arts by some of the country's finest artists. Santa Fe Spring Arts attracts more than 100,000 visitors each year. This project will also enhance Santa Fe College Teaching Zoo through improved signage to encourage tourism. Advertising will also be provided for other events at the college.

The amount of funds requested from the Alachua County Tourist Development Council is \$50,000, with no matching funds from Santa Fe College.

Duration of this project is October 1, 2009, through September 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

Bradford Fest -- Grant

409.1760, 09-10

The purpose of this project is to present an eight-week visual and performing arts events series designed to bring cultural and entertainment events to the underserved Bradford County area. The series includes a plein air artist's event, an evening 'Meet the Artists' event, Art Days in the Schools for schools without any art education, and an exhibit of student art work, in conjunction with bands and choral groups. It will also include performances by Santa Fe College students in dance, vocal performance, and theatre. Storytelling and poetry reading will be part of the series showcasing Bradford County's library and its literacy programs. The Gainesville Chamber Orchestra will present a concert. This series allows residents who do not have access to quality events, an opportunity to experience the arts. Approximately 12,000 individuals will benefit from this project.

The amount of funds requested from the State of Florida, Division of Cultural Affairs, is \$25,000, with an in-kind match of \$11,868 and a cash match of \$28,550 from Santa Fe College.

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

Operating budget impact: In-kind and cash match 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.

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

Adults with Disabilities -- Grant

409.1761, 09-10

The purpose of this project is to provide literacy instruction, independent living skills training, enrichment activities, and pre-vocational training for adults with disabilities in order to improve quality of life and facilitate long-term goals toward self-sufficiency. This program will serve approximately 65 students.

The amount of funds requested from the Florida Department of Education, Division of Workforce Education, is \$65,330, 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

Florida Educational Fund, Center of Excellence -- Grant

409.1762, 09-10

The mission of the Florida Educational 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 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.