



**The District Board of Trustees
Santa Fe College, Florida
Board Meeting of November 16, 2010, at 4 p.m.
Andrews Cultural Center, Starke, Florida**

Agenda

Adoption of Agenda

Agenda Item: 1.1
418.490, 10-11

1. General Functions

Pledge of Allegiance

- 1.1 Adoption of Agenda for Board Meeting of November 16, 2010
- 1.2 Approval of Board Meeting Minutes of October 18, 2010

2. Information Items

- 2.1 President's Report
- 2.2 Community Education Enrich! Brochure - Winter Term 2011 and Continuing Workforce Education Enhance Brochure - Spring Term 2011
- 2.3 Role and Responsibility of a Trustee

3. Consent Items

Personnel

- 3.1 Contract Staff (Faculty)
- 3.2 Contract Staff (Administrative and Professional)
- 3.3 Career Service Staff

Contracts, Grants

- 3.4 First Amendment to Agreement with University of Florida - Administration of Dental Programs

Finance/Business Affairs Items

- 3.5 Warrants Issued for October 2010
- 3.6 Report of Purchases for October 2010

4. Personnel Items

- 4.1 Evaluation of the President
- 4.2 Amendment #4 to President's Contract and Amendment to Plan Document

5. Facilities Items

- 5.1 Energy Conservation Program (Heat Pump) - Phase III Documents and Guaranteed Maximum Price

6. Finance/Business Affairs Items

- 6.1 Fund 1 (Current Unrestricted) Revenue and Expenditure Report as of October 31, 2010
- 6.2 Report of Investments, Quarter Ending September 30, 2010
- 6.3 Acceptance of Donations, 11-03
- 6.4 Recommendation of Award for RFP #03-11: Wireless Internet Access System
- 6.5 Amendment #1 to Agreements for Collection Services for Delinquent Student Accounts with:
 - Conserve
 - NCO
 - Williams and Fudge

7. General Institutional Items

- 7.1 Advisory Committee Appointments for:
 - Apprenticeship, Athletics, Business Administration and Management, Health Information Management, Nursing, Office Systems Technology, Surgical Technology, Welding
- 7.2 Study-Abroad Programs
 - China: Beijing and Xi'an
 - Italy: Rome, Assisi, Florence, and Paris, France
 - Ghana: Accra, Kokrobite, Cape Coast
 - Ecuador: Quito, Cotacachi, Ayampe
 - Costa Rica: San Jose, Monte Verde, Arenal Volcano, Le Selva, Sarapiquí
 - Germany: Berlin, Nurburg, Munich
 - Sweden: Stockholm and Orebro
 - Bulgaria: Sofia, Melnik, Rila Monastery, Plovdiv, Veliko Tarnovo, and Greece: Thessaloniki, Mount Athos, Kavalia, and Turkey: Edirne, Istanbul
- 7.3 Request to Initiate Bachelor of Applied Science in Supervision and Organizational Management Program - Fall 2011
- 7.4 Request to Initiate Bachelor of Science in Nursing Program - Fall 2011

8. Contracts/Grants

- 8.1 Memorandum of Understanding with University of Florida College of Health and Human Performance for On-Line Bachelors Degree Programs:
 - Sport Management
 - Health Education
 - Applied Physiology and Kinesiology with a Specialization in Fitness/Wellness
- 8.2 American Association of Community Colleges Plus 50 Completion Strategy -- Grant
- 8.3 Perdido Key Beach Mice Housing and Husbandry Project -- Grant

9. Santa Fe College Foundation Liaison Update and Board Members' Remarks

10. Citizen's Requests

11. Adjournment

Board Action Requested: Approval

Approval of Board Meeting Minutes of October 18, 2010

401.480, 10-11

The minutes of the regular meeting of the District Board of Trustees of Santa Fe College held October 18, 2010, are presented for approval.

Board Action Requested:

Approval

President's Report

Information Item

The president will discuss a variety of informational topics.

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

Community Education Enrich! Brochure - Winter Term 2011 and
Continuing Workforce Education Enhance Brochure - Spring Term 2011

Information Item
415.133, 10-11

In accordance with Rule 7.11, the president is authorized to approve course fees for Community Education on a course-by-course basis. Total fees collected must be equal to at least 100% of the total costs of the Community Education program within the fiscal year. A draft of the Community Education brochure entitled "Enrich!" was reviewed and approved by the president at the November 8, 2010, Cabinet meeting and is provided for reporting to the board.

In accordance with Rule 7.11, the president is authorized to approve course fees for Continuing Workforce Education (CWE) on a course-by-course basis. Total fees collected must fully support the expenditure of the CWE program within the fiscal year. A draft of the CWE brochure entitled "Enhance" was reviewed and approved by the president at the November 8, 2010, Cabinet meeting and is provided for reporting to the board.

Role and Responsibility of a Trustee

Information Item
400.552, 10-11

At the October board workshop, trustees requested that the attached document, Role and Responsibility of a Trustee, be brought forward as an information item for further discussion. The college plans to bring the document back for approval after the college has had time to receive and review comments and suggestions from trustees and others. While the author of the document is unknown, this document is housed on the website of the Florida Department of Education, Florida Colleges, Educator Resources. It appears to be a good resource for both trustees, especially new trustees, and college staff.

C O N S E N T

**District Board of Trustees
November 16, 2010**

Agenda Item: 3.1

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

Contract Staff (Faculty)

402.726, 10-11

The individuals listed below are being recommended for appointment for 2010-2011, or a portion of the year, as stated in the individual employee's contract.

Appointment - Part Time

- Amy Anderson
- Janet Bargar
- Brandy Baudoin
- * Thomas Blehl
- George Braun
- Katurina Ferguson
- Cosette Flores
- Michael Flores
- * Katherine Lindsey
- * John Marks
- Arin Miller
- Michael Morse
- * Sharol Noblejas
- Bobra Palmer
- Matthew Pfeiffer
- * Shelia Rhodes
- Tscharna Senn
- Poorya Shidfar
- * Olajuwon White
- David Young
- Orli Zaprir

- * Grant funded

Board Action Requested:

Approval

C O N S E N T

**District Board of Trustees
November 16, 2010**

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)

411.332, 10-11

The individuals listed below are being recommended for appointment for 2010-2011, or portion of the year, as stated in the individual employee's contract.

Technical/Professional

Appointment

Name

Position

Full Time

Brandy Williams-DeBottis
M.S., University of Tennessee

Advisement Specialist, Early Childhood Development

Part Time

Erin Rice
Poorya Shidfar

Specialist, Admissions
Specialist, Adult Education Laboratory

Board Action Requested:

Approval

C O N S E N T

District Board of Trustees
November 16, 2010

Agenda Item: 3.3

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

Career Service Staff

403.484, 10-11

The individual listed below is being recommended for appointment.

Appointment - Full Time

Name

Position

Sheila Springs

Office Assistant II, Community Education Department

Board Action Requested:

Approval

C O N S E N T

**District Board of Trustees
November 16, 2010**

Agenda Item: 3.4

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

First Amendment to Agreement with University of Florida -
Administration of Dental Programs

408.1872, 10-11

This first amendment to the agreement with the University of Florida for the administration of Dental programs updates the name of the college and states the annual amount that Santa Fe pays the university. The total cost of this amendment is \$235,655, \$50,000 of which is for the clinical assistant professor. This is a \$10,000 increase from the last agreement, which was approved in July 2003.

Board Action Requested:

Approval

C O N S E N T

**District Board of Trustees
November 16, 2010**

Agenda Item: 3.5

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

Warrants Issued for October 2010

208.472, 10-11

A listing of all disbursements issued from October 1 through October 31, 2010, is available at this meeting for the board's information. The amount disbursed was \$10,943,838.88.

Warrant Numbers

Manual Payroll	None
Manual Payables	None
Payables	697136 - 701186
Payroll	6204 - 6461

Electronic Transfers

80472 - 83517

Board Action Requested:

Approval

C O N S E N T

**District Board of Trustees
November 16, 2010**

Agenda Item: 3.6

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

Report of Purchases for October 2010

202.577, 10-11

Below are the total amounts and a summary of purchases for the month of October 2010.

Purchasing	\$1,107,612.37
Risk Management Consortium	<u>0.00</u>
Total	<u>\$1,107,612.37</u>

<u>P.O. No.</u>	<u>Amount</u>	<u>Procurement</u>	<u>Vendor</u>	<u>Class of Item-Department</u>
Y36104 (Fund 7)	\$ 36,172.51	Contract	ALCOA Architectural Products	Direct Purchase - Metal Panels Fine Arts Hall
Y26105 (Fund 7)	\$ 41,929.89	Contract	Teal Tile and Carpet	Direct Purchase - Flooring Fine Arts Hall
Y36116 (Funds 3 and 7)	\$195,583.00	Contract	Scherer Construction	Outdoor Dining Area Food Court/Student Services
Y36219 (Fund 7)	\$208,711.00	Contract	PPI Construction Management	Financial Aid Renovation Student Services
Y36244 (Fund 7)	\$ 40,000.00	Contract	PPI Construction Management	Building N Casework Minor Renovation/Remodel
Y36274 (Fund 1)	\$ 37,950.00	Exempt	Kaplan, Inc.	Testing Materials/Service Nursing Simulated Lab

\$560,346.40

Purchase orders for previously awarded contracts: 12
Purchase orders \$0-\$35,000: 287

Amount: \$ 55,273.60
Amount: \$491,992.37

Board Action Requested:

Approval of report

Evaluation of the President

411.333, 10-11

To be presented at the meeting.

Board Action Requested:

Approval

Amendment #4 to President's Contract and Amendment to Plan Document

411.334, 10-11

Amendment #4 to the Employment Contract for the President of Santa Fe College and amendments to the Dr. Jackson N. Sasser Incentive Compensation Plan will be presented at the meeting.

Board Action Requested:

Approval

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.

Energy Conservation Program (Heat Pump) - Phase III Document and
Guaranteed Maximum Price

412.1075, 10-11

Project Description:

Supporting the college's goal of sustainable operations, the college has used less electrical energy on the Northwest Campus each of the past five years. In addition, Santa Fe is one of the only institutions served by Gainesville Regional Utilities that participates in the feed-in-tariff program introduced in early 2009. The college now has four solar installations on campus, two thermal and two photovoltaic, which generate nearly 100,000 watts of power.

This project includes the installation of a water-to-water heat pump in college's main chiller/boiler plant in order to take advantage of heat rejected from one medium being used as an energy source for another.

Architect/engineer	Affiliated Engineer, Inc.
Contractor/construction manager	Scherer Engineering & Construction
Uniform building inspector	In-house
Estimated project budget	\$750,000
Revised project budget	\$486,189
Source of funds	Capital Improvement Fee

Project Status:

College staff has received and approved phase III construction documents for this project and requests board approval of said documents. College staff has also received and negotiated a guaranteed maximum price in the amount of \$355,333 and request board approval of this price. Since the analysis prepared during the feasibility study resulted in the selection of smaller equipment, college staff is asking the board to approve a revised budget in the amount of \$486,189.

Board Actions Requested:

- A. Approval of a revised project budget in the amount of \$486,189**
- B. Approval of phase III construction documents**
- C. Approval of guaranteed maximum price in the amount of \$355,333**

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
October 31, 2010

201.700, 10-11

The attached Fund 1 (Current Unrestricted) Revenue and Expenditure Budget Report reflects the status of the college in relation to the percentage of unrealized and unencumbered funds as of October 31, 2010.

The following summary provides a comparison of actual revenues and expenditures for

	2010-2011		2009-2010	
	<u>Dollar Amount</u>	<u>Percent of Budget</u>	<u>Dollar Amount</u>	<u>Percent of Total Year</u>
Revenue	26,201,181	36.36	25,833,484	37.09
Expenditures	17,177,973	22.22	15,559,500	24.65

Board Action Requested:

Approval of report

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

Report of Investments, Quarter Ending September 30, 2010

201.701, 10-11

Demand deposits are maintained in the board's operating funds account with BBVA Compass. Daily collected balances earn interest at the average monthly federal funds rate less 50 basis points.

Average adjusted rate, month of September 2010	(0.31%)
Interest earnings, quarter	\$0
Interest earnings, fiscal year to date	\$0

Short-term investments maintained in the Florida State Board of Administration Local Government Surplus Trust Fund Investment pool (LGIP-Formally known as LGIP A).

Interest rate at September 30, 2010	0.32%
Interest earnings, quarter	\$6,037
Interest earnings, fiscal year to date	\$6,037

Short-term investments are maintained in the Florida State Board of Administration Local Government Surplus Trust Fund Investment pool (Fund B-Formally known as LGIP B). Funds are recorded at estimated fair value each month.

Fair value factor at September 30, 2010	70.7%
Interest earnings, quarter	\$27,976
Interest earnings, fiscal year to date	\$27,976

Capital Improvement Fee Bond proceeds and short-term investments are maintained in the Florida Division of Treasury Special Purpose Investment Account (SPIA). These funds are available for transfer to the demand deposit account when requested or needed to cover vendor payments related to projects. Funds are recorded at cost each month.

Interest rate, gross, at September 30, 2010	2.24%
Interest earnings, quarter	\$235,698
Interest earnings, fiscal year to date	\$235,698

Long-term investments are managed through the investment management services agreement with PFM Asset Management, LLC (effective August 1, 2010). Funds deposited in this account are those which the college finance staff has calculated can be invested for a longer term in that the investment policy is based on a maximum effective maturity of three years.

Average life	1.72 years
Yield-to-maturity at cost	2.19%
Earnings, quarter	\$50,217
Earnings, fiscal year to date	\$50,217

Interest Earnings Comparison:

Total interest earnings fiscal year to date 2010/2011	\$319,929
Total interest earnings fiscal year to date 2009/2010	\$312,355

Board Action Requested:

Approval of report

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

Acceptance of Donations, 11-03

200.780, 10-11

The Santa Fe College Foundation donated the equipment listed below to the college's Nursing program.

<u>Items</u>	<u>Total Value</u>
1 Alaris System (peds/adult/pca electronic pump)	\$11,880.00
2 Laerdal NG/Trach Simulator (\$1,180ea + S&H)	2,396.35
1 (3-M) Black Littman Teaching Stethoscope	105.00
36 Mabis Black Single Head Stethoscope @ \$3.95	142.20
1 Welch Allyn Tycos BP Unit Adult	170.00
2 Welch Allyn SureTemp Plus Thermometer@\$261	522.00
5 Welch Allyn Thermoscan Ear Thermometer@\$195	975.00
1 Exergen Temporal Scanner Professional Medel	<u>584.40</u>
Total	<u>\$16,774.95</u>

Board Action Requested:

Approval/acceptance of donations

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

Recommendation of Award for RFP #03-11: Wireless Internet Access System 200.781, 10-11

A request for proposal (RFP) for the installation and maintenance of a college-wide wireless internet access system was posted on July 15, 2010. Upon completion of the initial installation, the maintenance term will be a three-year period.

Nine vendors submitted proposals: Airwave Networks, AT&T, Campus Televideo, Coleman/Presidio, Hayes, Hotel Internet Services, IBM, Siemens, and WindChannel Communications.

A committee with representatives from Academic Affairs, Student Affairs, and Information Technology met on October 26, 2010, to consider the proposals. The committee reviewed the responses and found Airwave Networks to have the best proposal. Each proposal was graded on four criteria: Quality of Proposal (30 possible points), Cost (30 points), Past Performance (30 points), and Support Plan (10 points). A summary of the rankings appears below:

<u>Proposer</u>	<u>Quality of Proposal</u>	<u>Cost</u>	<u>Past Performance</u>	<u>Support Plan</u>	<u>Total</u>
Airwave Networks	30	30	20	10	90
Coleman/Presidio	15	9	30	10	64
Campus Televideo/Lamont	20	1	15	10	46
Siemens	15	0	20	10	45
WindChannel Communications	15	9	15	5	44
Hayes	15	0	20	5	40
Hotel Internet Services	20	0	5	5	30
AT&T					Non-responsive
IBM					Non-responsive

Both AT&T and IBM were found to be non-responsive. Both vendors would not agree to the college's RFP terms and conditions and required the college agree to alternative terms.

Board Actions Requested:

- 1. Approval for board chair to execute any necessary agreement(s) with Airwave Networks following review by college legal counsel without further action by the board.**
- 2. Authorization for college staff to begin negotiations with next highest proposer if for any reason an agreement cannot be reached with the top-ranked proposer, and for the board chair to execute any necessary agreement following review by college legal counsel without further action by the board.**

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

Amendment #1 to Agreements for Collection Services for Delinquent Student Accounts with: 209.186, 10-111
Conserve
NCO
Williams and Fudge

In July 2010, the college entered into agreements with the three entities identified with the purpose of increasing the collection of delinquent accounts through the use of professional collection techniques beyond the capabilities of the staff at the college, while maintaining the proper relationship between the college and the debtor. Collection fee costs charged by employing these services are the responsibility of the student/debtor.

Subsequent to entering into these agreements, the college has found several sections of the agreements that need clarification or modification for various reasons. Amendment #1 to the agreements for collection services is made for the purpose of clarifying several sections of the original agreement. Because the agreements are essentially the same, only one is attached.

Board Action Requested:

Approval of amendment #1 for collection services of delinquent student accounts

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

Advisory Committee Appointments for: 417.89, 10-11
Apprenticeship, Athletics, Business Administration and Management,
Health Information Management, Nursing, Office Systems Technology,
Surgical Technology, Welding

The advisory committee appointments are being recommended to the board effective January 1, 2011, through December 2012. All individuals have been contacted and have agreed to serve for the two-year period.

Apprenticeship

New

Mr. Ed Heune, MM Parrish Construction Co., Gainesville
Mr. Mark Hurm, Mark Hurm and Co., LLC, Gainesville
Mr. Jay Linkenhelt, Preston-Link Electric, Inc., Gainesville
Mr. Guy Roig, Preston-Link Electric, Inc., Gainesville
Mr. Doyle Sikes, Ray French AC And Heating, Gainesville
Mr. Matt Webster, Charles Perry Construction, Inc., Gainesville

Renew

Mr. Ralph Banks, Mid-State Electric, Inc., Gainesville
Ms. Annette Cornwell, Scherer Construction, Gainesville
Mr. Mike McGraw, Vintage Electric, Inc., Gainesville
Mr. Jim Painter, Painter Masonry, Inc., Gainesville
Mr. Billy Samples, Mid-State Electric, Gainesville
Mr. Richard Torode, Torode Electric and Systems, Inc., Starke

Outgoing

Mr. Bryan Nazworth, Quality Plumbing, Gainesville

Athletics

New

Mr. Scott Jamison, Athletics Program Specialist, Santa Fe College, Gainesville
Dr. Angela Long, Coordinator, Student Leadership and Activities, Santa Fe College, Gainesville
Mr. Scott Murphy, Instructor, Academic Foundations, Santa Fe College, Gainesville
Ms. Laurel Severino, Instructor, Academic Foundations, Santa Fe College, Gainesville
Dr. Bruce Tucker, Interim Director, Student Development Programs, Santa Fe College, Gainesville

Renew

Ms. Marcia Buresch, Coordinator, Academic Foundation, Santa Fe College, Gainesville
Dr. Byron Dyce, Title III Project Director, Santa Fe College, Gainesville
Mr. Mike Hutley, Associate Registrar, Santa Fe College, Gainesville
Mr. Dug Jones, Assistant Vice President for Economic Development, Santa Fe College, Gainesville
Mr. Gregg Jones, Professor, Santa Fe College, Gainesville
Mr. Jim Keites, Director, Athletics, Santa Fe College, Gainesville
Mr. Alan Pappas, Professor, Behavioral Sciences, Santa Fe College, Gainesville
Mr. Dan Rodkin, Director, Student Life, Santa Fe College, Gainesville
Ms. Lynn Sullivan, Registrar, Santa Fe College, Gainesville

Athletics, cont.

Dr. Portia Taylor, Vice President for Student Affairs, Santa Fe College, Gainesville
Ms. Carole Windsor, Director, Academic Foundations, Santa Fe College, Gainesville
Outgoing
Mr. Dan Coons, Professor, Santa Fe College, Gainesville

Business Administration and Management

Renew

Ms. Kim Baldry, Manager, Human Resources, Alachua County Administrative Services, Gainesville
Ms. Kim Czaplewski, Director, Employee Relations, University of Florida, Office of Human Resources Services, Gainesville
Mr. Mike Hutley, Associate Registrar, Santa Fe College, Gainesville
Mr. Steve Kalishman, President, Law Offices of Steven Kalishman, Gainesville
Outgoing
Ms. Jaclyn Rosen, Recruiter, Naylor Publications, Gainesville

Health Information Management

New

Ms. Kat Lindsey, IT Expert, University of Florida Student Health Care Center, Gainesville

Renewal

Ms. Jean DeWitt, Director/Privacy Officer, Shands Starke Regional Medical Center, Starke
Ms. Betty Hamilton, Chief, Health Information Management Section, North Florida /South Georgia Veterans Health Systems, Gainesville
Ms. Catherine Haney, Director of HIM/Privacy Officer, North Florida Regional Medical Center, Gainesville
Ms. Debra Humphrey, Business Manager, Florida Skin Cancer & Dermatology Specialists, PA, Gainesville
Ms. Toni Ratliff, Associate Director, University of Florida Student Health Care Center, Gainesville
Ms. Pam Rollins, Director, HIM, Shands at UF, Gainesville
Ms. Debra Sirota, Associate Director, Health Information and Record Management, Shands at UF, Gainesville
Ms. Lee Starling, Support Supervisor, Shands at UF, Gainesville
Mr. Kenneth Stokes, Director of Medical Records, Meridian Behavioral Healthcare, Inc., Gainesville
Mr. R. William Treloar, Gainesville
Outgoing
Ms. Rina Puri, HISA Student President, Santa Fe College, Gainesville

Nursing

New

Dr. Sharon Bradley, Associate Dean for Academic and Student Affairs, UF College of Nursing, Gainesville
Ms. Shannon Miller, Education Director, North Florida Regional Medical Center, Gainesville
Ms. Jill Tapia, Director of Nursing, Woodlands Care Center of Alachua, Gainesville

Renew

Ms. Irene Alexaitis, MSN, Director of Nursing, Shands Healthcare Systems, Gainesville
Ms. April Dorce, RN, Director of Nursing, Palm Gardens, Gainesville
Ms. Vivian Filer, ARNP, Retired SFC, Gainesville
Ms. Jamie Gilrain, Administrator, Gainesville Health Care Center, Gainesville
Ms. Mae Griner, RN, North Florida Regional Medical Center, Gainesville
Dr. Laura Guyer, Associate Director, Suwannee River Area Health Education Center, Inc., Alachua
Mr. George Hamilton, Administrator, North Florida Rehab and Specialty Care Center, Gainesville

Nursing, cont.

Dr. Paul Hutchins, Dean, Education Centers and Economic Development, Santa Fe College
Ms. Betty Jax, ARNP, MSN, Interim, Administrative Director, Professional Nurse Practice, Shands Healthcare Systems, Gainesville
Dr. Kevin McBride, Physician, Shands Medical Group of Starke, Gainesville
Ms. Shannon Miller, Education Director, North Florida Regional Medical Center, Gainesville
Ms. Scarlott Mueller, RN, Vice President, Chief Nursing Officer, North Florida Regional Medical Center, Gainesville
Ms. Winnie Nielson, Workforce Development Coordinator, Human Resources, Shands Healthcare Systems, Gainesville
Ms. Robin Riffie, Chief Nurse, North Florida/South Georgia Veterans Health System, Gainesville
Dr. Rose Rivers, Vice President, Nursing and Patient Services, Shands Healthcare Systems, Gainesville
Ms. Lisa Streer, Director of Nursing, North Florida Rehab and Specialty Care Center, Gainesville
Dr. Portia Taylor, Vice President of Student Affairs, Santa Fe College, Campus
Ms. Andrea Waterhouse, MSN, ARNT, Chief of Nursing Officer, Shands at Starke, Starke
Outgoing
Ms. Louise M. Damon, RN, MSN, Nursing Educator/Affiliations Coordinator, North Florida/South Georgia Veterans Health System, Gainesville
Ms. Kati Harlan, MSN, Director of Education, Shands at AGH, Gainesville
Dr. Karen Miles, Associate Dean for Academic and Student Affairs, University of Florida College of Nursing Health Professions, Gainesville
Ms. Marlyn Nickel, Gainesville
Ms. Pattie Thompson, Chairman, Scholarship Committee, Gainesville
Dr. Otto Von Mering, Member, UF College of Medicine, Medical Selection Committee, Gainesville
Ms. Julie Whitney, MSN, Chief of Nursing Service/Education, North Florida/South Georgia Veterans Health System, Gainesville

Office Systems Technology

New

Ms. Karen Coles, HITM Assistant, Santa Fe College, Gainesville

Renew

Ms. Patty Foster, Senior Executive Assistant, University of Florida Athletic Association, Gainesville
Mr. David Fox, COO, InterMed Biomedical Ultrasound and Nuclear Medicine Services, Inc., Alachua
Ms. Brette Liebler, Practice Manager, Pulmonary Physicians of Gainesville, PA, Gainesville
Ms. Debi McElroy, Executive Assistant to Provost and Vice President for Academic Affairs, Santa Fe College, Gainesville
Ms. Lila Sellars, Executive Secretary for Superintendent, Bradford County Schools, Starke
Outgoing
Dr. Karen Cole-Smith, Executive Director, East Gainesville Instruction, Santa Fe College, Gainesville
Ms. Terri Douglas, P.L. auto Underwriting Manager, Nationwide Insurance, Gainesville

Surgical Technology

Renew

Ms. Sabrina Aguirre, Operating Room Coordinator, Women's Center, North Florida Regional Medical Center, Gainesville
Ms. Gail Avigne, Nurse Manager, Florida Surgical Center, Gainesville
Ms. Jackie Baker, RN, Operating Room Educator, Shands Teaching, Gainesville
Ms. Patricia Barber, RN, Operating Room Clinical Manager, Shands Teaching Hosp., Gainesville

Surgical Technology, cont.

Ms. Gwen Casey, Operating Room Educator, Veterans Affairs Medical Center, Gainesville

Ms. Mary Fuller, Operating Room Coordinator, North Florida Surgical Pavilion, Gainesville

Ms. Carol Harmon, Director of Surgical Services, Main Operating Room, North Florida Regional Medical Center, Gainesville

Ms. Jolene Hawkins, RN, Assistant Director, Operating Room, North Florida Regional Medical Center, Gainesville

Ms. Rosie Lazaros, RN, Assistant Director, Operating Room, North Florida Regional Medical Center, Gainesville

Ms. Deedra McCray, RN, Operating Room Coordinator, Shands at Lake Shore Hospital, Lake City

Ms. Wendy Miller, RN, Operating Room Manager, Shands at Starke, Starke

Ms. Tammy Phillips, Charge Nurse, Shands Children's Surgical Center, Gainesville

Dr. Earle Pickens, Medical Director, Surgical Group of Gainesville, Gainesville

Ms. Karol Santovin, Operating Room Head Nurse, Veteran Affairs Medical Center, Lake City

Ms. Jolene Seltzer, RN, Operating Room Staff Educator, Florida Surgical Center, Gainesville

Ms. Judy Stewart, Operating Room Manager, Putnam Medical Center, Palatka

Ms. Mary Sutton, CST/CFA, Shands Operating Room, Gainesville

Ms. Diane Warner, Lake City Medical Center, Lake City

Ms. Terry Wilson, Operating Room Clinical Manager, Shands New South Tower, Gainesville

Outgoing

Ms. Nancy Baidon, Surgical Director, North Florida Surgical Pavilion, Gainesville

Ms. Michelle Brunges, RN, Operating Room Coordinator, Shands Teaching Hospital, Gainesville

Mr. Al Campbell, Operating Room, Shands Teaching Hospital, Gainesville

Ms. Marcia Gillingham, Clinical Manager, Shands at AGH, Gainesville

Ms. Pam Hampshire, Gainesville

Ms. Leatha Holder, Director of Surgical Services, North Florida Regional Medical Center, Gainesville

Ms. Bunny Leavitt, Operating Room Supervisor, Shands at AGH, Gainesville

Ms. Janet Mahn, Operating Room Manager, Putnam Medical Center, Palatka

Ms. Barbara McClenathan, Administrative Director, Surgical Service, Operating Room, Shands at AGH, Gainesville

Ms. Debbie Moore, Operating Room Manager, Lake City Medical Center, Lake City

Mr. Larry Nettles, Operating Room Manager, Lake City Medical Center, Lake City

Ms. Beverly Wilkes, ST, Shands Teaching Hospital, Gainesville

Welding

New

Mr. Leon Burgess, Precision Metals, Inc., Alachua

Renew

Mr. Mark Geiger, Welding Instructor, Bradford/Union Area Vocational Technical Center, Starke

Mr. Dusty Johnson, Gainesville

Mr. Andrew Murray, Machine Operator, Maddox Foundry and Machine Works, Gainesville

Mr. Bill Seyfarth, Certified Welding Inspector, Weldtest Services, Cedar Key

Mr. Richard Smyder, Welding Inspector (Retired), International Brotherhood of Boilermakers, Alachua

Outgoing

Mr. Mike Kidd, Welder, Dixie Metal Products, Williston

Board Action Requested:

Approval

College Goal: Delivery Alternatives - Assess student needs and outcomes as well as create innovative and flexible learning opportunities

Study-Abroad Programs	101.72, 10-11
China: Beijing and Xi'an	
Italy: Rome, Assisi, Florence, and Paris, France	
Ghana: Accra, Kokrobite, Cape Coast	
Ecuador: Quito, Cotacachi, Ayampe	
Costa Rica: San Jose, Monte Verde, Arenal Volcano, Le Selva, Sarapiquí	
Germany: Berlin, Nurburg, Munich	
Sweden: Stockholm and Orebro	
Bulgaria: Sofia, Melnik, Rila Monastery, Plovdiv, Veliko Tarnovo, and Greece: Thessaloniki, Mount Athos, Kavalia, and Turkey: Edirne, Istanbul	

Note: All cost estimates are subject to change. Trips may or may not occur, based on enrollment.

**China: Beijing and Xi'an (Deborah Clark and Robin Hardee) May 27-June 11, 2011
(Summer A)**

Cost: \$3,200 (includes airfare)

Courses: HUM2930, MAN4102, HUM2410, GEB1011, GEB2350, IDS2930

Instructional intent: The focus of this trip will be on China's reformed economic practices and the growth on individual wealth and entrepreneurship. In addition, the experience will include Asian humanities and a close look at the history, culture, and arts and ideas of India, China, and Japan.

Students must register for one or more of the following courses: HUM2930 is a special topics course in Humanities, China in Myth and Reality. MAN4102 is a course on Managing Cultural Diversity and is a component of the new bachelor's degree in Health Services Administration. HUM2410 is Asian Humanities. GEB1011 is Introduction to Business, GEB2350 is International Business, and IDS2930 is a special topics course in International Business.

Professor Hardee has over 16 years teaching experience, including Eastern and Western humanities courses, European and Asian study-abroad courses, and English programs overseas. She holds a master's degree in interdisciplinary humanities and has taken students abroad multiple times. Professor Deborah Clark has a master's degree in management. She was a participant in the 2005 study-abroad trip to China under Ms. Hardee and has led trips to Italy and Greece. In addition, Professors Clark and Hardee have led several trips together.

The enrollment cap for this program is 20 students.

Italy: Rome, Assisi and Florence; Paris, France (Matthew Newell and Valerie Aslakson-Jennings) May 17-May 27, 2011 (Summer A)

Cost: \$3,320 (includes airfare)

Course: ARH1000

Instructional intent: To increase intercultural communication skills of students when navigating foreign environments. In addition, students will experience two and three-dimensional visual arts and develop the vocabulary needed to express opinions regarding art quality, value, and significance.

Course: ARH1000 is Art Appreciation, which introduces the student to the two and three dimensional visual arts and the vocabulary used to express an opinion on the quality, value, and significance of the arts studied.

Professor Matthew Newell has taught numerous courses over the past nineteen years in art appreciation, art fundamentals, beginning drawing, mixed-media drawing, and print making to name a few. He has a bachelor's degree in fine arts in drawing and printmaking and a master's degree in fine arts in printmaking. Associate Professor Valerie Aslakson-Jennings has taught at Santa Fe in the Fine Arts department and co-led this trip last year with Professor Newell.

This program has a maximum enrollment of 24 students.

Ghana: Accra, Kokrobite and Cape Coast (Heidi Lannon and Naima Brown) May 17-May 26, 2011 (Summer A)

Cost: \$3,801 (includes airfare, accommodations and all meals)

Courses: GEA2420, SYG2000 (6 credits)

Instructional intent: To explore cultural geography in the field and to engage in cross-cultural analysis from the sociological perspective. Community service projects are one component of this experience.

Courses: GEA2430, Cultural Geography, is a general introductory course studying how man, through acquisition, diffusion, and modification of culture, has altered the physical environment of the earth to create the landscapes associated with human occupation of the earth's surface. SYG2000, Introductory to Sociology, provides an introduction to the scientific study of society. It will examine the connection between social structures, social institutions, social forces, and human behavior.

Dr. Naima Brown successfully led Santa Fe students on the study-abroad trip to Ghana during the summer A semester of 2010. She has gained first-hand knowledge of the country, cities, villages, and even the people whom the students will have an opportunity to visit. Additionally, Dr. Brown enrolled in and completed a semester-long African Studies seminar offered by the University of Florida and Santa Fe College in 2004. She has also visited Senegal, Sweden, the United Kingdom, France, China, Spain, Brazil, Canada, and Mexico.

Dr. Heidi Lannon holds a Ph.D. in geography and urban planning and a master's degree in public administration and coastal management. She teaches Cultural and World Regional Geography at Santa Fe. She routinely takes students into the field as a component of physical geography and participated in the study-abroad trip to Costa Rica in 2010, while developing a proposal to incorporate cultural geography into the study-abroad experience.

The capacity for this class is 30 (15 in each course).

Ecuador: Quito, Cotacachi, and Ayampe (Heather Hall and Donna Waller) March 2-March 14, 2011 (Spring)

Cost: \$2,300 (includes airfare)

Course: ANT2140

Instructional intent: This program will use various techniques from cultural ethnography to study the relationship between the natural environment, social and cultural structures, and the phenomenon of cultural change among several communities in Ecuador.

Course: ANT2140, Cultural Anthropology, provides an introduction to cultural anthropology and seeks to understand why people throughout the world today and in the past differ in their customary ways of thinking and behaving. Students will learn how subsistence patterns, reproductive strategies, marriage customs, kinship organization, political and economic systems, religion, art, and music differ in contemporary kinship-based, state-level, and global societies. Students will also study why cultures develop and change.

Ms. Heather Hall has traveled extensively throughout Europe, the Caribbean, South and Central America, as well as Hong Kong and other parts of China. She has co-led seven very successful study-abroad programs at Santa Fe, including programs to Peru, Ecuador, Costa Rica, and Egypt. Dr. Donna Waller has taught political science and history at Santa Fe since 1985. She is a strong proponent of the educational virtues of foreign travel and has traveled widely in Latin America and the Caribbean, as well as through Europe and Canada. This will be her fifth trip to the Turucu community with our students.

The maximum capacity for this trip is set at 20 students.

Costa Rica: San Jose, Monte Verde, Arenal Volcano, Le Selva, and Sarapiquí (Denise Guerin and Heidi Lannon) March 5-March 12, 2011 (Spring)

Cost: \$2,100 (includes airfare)

Courses: PCB1030L, GEA1920

Instructional intent: To foster an understanding of the interconnectedness and commonality that exists between different places and cultures worldwide. Experiences will focus on cultural diversity as well as fieldwork in biological diversity.

Courses: GEA1920 is a group study course in Geography. Typically this course is offered to supplement existing credit courses. PCB1030L, Introductory Ecology Laboratory, is intended to complement one of the ecology lecture courses. It offers the student a first-hand study of biology and ecology principles. It emphasizes relationships in natural systems and includes field exercises, field trips, chemical analysis of aquatic systems, and microcomputer simulations.

Professor Denise Guerin has a master's degree in botany and a bachelor's degree in wildlife ecology. Her extensive knowledge of vegetative communities and ecosystem diversity enables her to help students formulate interesting questions and plausible conclusions for their coursework. She has lead trips to Costa Rica in the past and visited Mexico four times, providing her with a working knowledge of Latin American culture and languages. Dr. Heidi Lannon holds a Ph.D. in geography and urban planning and a master's degree in public administration and coastal management. She teaches Cultural and World Regional Geography at Santa Fe and routinely takes students into the field as a component of physical geography. She participated in the study abroad trip to Costa Rica in 2010, while developing a proposal to incorporate cultural geography into the study-abroad experience.

(Costa Rica, cont.) The enrollment minimum for this trip is 12 students.

Germany: Berlin, Nurnberg, and Munich (Vilma Fuentes and David Price) June 13-June 23, 2011 (Summer A)

Cost: \$3,000-\$3,300 (includes airfare)

Courses: CPO2001, WOH2022

Instructional intent: This trip will explore the major political, historic, and cultural relevance of Germany through visits to historic landmarks (German Parliament, Check Point Charlie, Brandenburg Gate, Nazi rally grounds, Dachau).

Courses: CPO2001, Comparative Politics, taught by Dr. Fuentes, covers a comparative study of the world's political systems and institutions, the role of ideologies, and problems of modernization in transitional societies. Emphasis is on the major governments of the world, authoritarian systems, and developing countries. WOH2022, World History Since 1500, taught by Dr. Price, examines the creation and evolution of the economic, social, political, and cultural structures of the civilizations humans created from 1500 CE to the present day.

Dr. Fuentes holds a Ph.D. in political science and a master's of arts in international studies and has taught CPO2001 for ten years. She has a history of traveling with large groups of students as part of her work with the Model United Nations students. Dr. David Price holds a Ph.D. in history and a master's of arts in political science and has taught world history for nearly 20 years. He speaks and reads German and has a great deal of experience with leading groups of students due to his association with the Model United Nations and the Brain Bowl.

The maximum capacity for this trip is set at 20 students.

Sweden: Stockholm and Orebro (Douglas Diekow) March 3-March 13, 2011 (Spring)

Cost: \$2,476 (includes airfare)

Course: SYG1222

Instructional intent: Cross-cultural study of culture and gender roles using an interdisciplinary social scientific perspective. Students will develop an understanding of the impact culture has on our social experiences through immersion in Swedish culture.

Course: SYG1222, Studying Gender, is an interdisciplinary Honors course on gender that offers a broad sampling of the wealth of recent scholarship on gender and gender-related issues. The issue of gender cuts across various discipline areas and this course will draw on the works of sociologists, psychologists, anthropologists, political scientists, historians, educators, and cultural geographers. Much of the course will examine the differential treatment of men and women and the social significance of gender in their everyday lives.

Mr. Douglas Diekow has taught sociology at Santa Fe for a number of years and is currently the Chair of Social and Behavioral Sciences. He has been a strong supporter of internationalizing the curriculum at Santa Fe.

This trip is capped at 15 students.

Bulgaria: Sofia, Melnik, Rila Monastery, Plovdiv, Veliko Tarnovo; Greece: Thessaloniki, Mount Athos, Kavalia; and Turkey: Edirne, Istanbul (Marin Smilov) May 27-June 10, 2011 (Summer A)

Cost: \$2,000 (includes airfare)

Course: HUM2930

Instructional intent: Students will gain a first-hand experience of the most ancient sources of European cultures and religions, focusing on interactions between Paganism, Judaism, Christianity, and Islam. Students will develop an increased awareness of the cultural and religious phenomena of the Balkans, as well as its role in ancient and modern history.

Course: HUM2930 is a Special Topics course on the Balkans: A Crossroad of Religions and Civilizations.

Dr. Marin Smilov is a native Bulgarian and very familiar with the history and cultures of the Balkans. He speaks Bulgarian fluently, has taken a preparatory trip to the Balkans, and has visited all the proposed sites on the tour.

The maximum capacity for this trip is 25 students.

Board Action Requested:

Approval

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

Request to Initiate Bachelor of Applied Science in Supervision and Organizational Management Program - Fall 2011 101.73, 10-11

In accordance with section 1007.33 of the Florida Statutes, consent is requested to offer a new baccalaureate program at Santa Fe College in Supervision and Organizational Management, with concentrations.

The Bachelor of Applied Science (BAS) in Supervision and Organizational Management is designed to prepare individuals for management and supervisory positions in a variety of professional contexts. The program will provide a critically needed career and educational pathway for students who have earned an AS or AAS degree in a professional or technical discipline and who seek additional professional training and advancement to the management level. This program will build directly on Santa Fe's AS and AAS degrees in Business Administration, and indirectly on the technical degrees from other areas. Students will be exposed to the theory and practice of organizational leadership through a core curriculum in management that will include coursework in finance, economics, law, human resources management, and organizational behavior. Concentrations in areas such as Public Safety Management, IT Management, and Entrepreneurship will bring additional focus to students with career goals in those areas. No matter what concentration, the degree will culminate with a capstone course requiring students to practice the theories and principles they have studied in the program. Certain courses already developed for other baccalaureate programs and already being offered by the College may also be used in this program.

As the economic diversity of the Gainesville area continues to increase through regional technology-transfer and innovation initiatives, demand for the concentrations in this program will likely be high. With over 5,000 businesses in Alachua and Bradford counties, the Florida Agency for Workforce Innovation projects the creation of at least 700 new management positions over the next five years that will require education at the baccalaureate level. Another 479 positions requiring a baccalaureate degree will likely come available through regular turnover. In all, with 9 percent (approximately 15,000) of the area's population holding an Associate's Degree, there is a large potential market for a Bachelors of Applied Science degree in Supervision and Organizational Management among working adults. Once the program has started, the college will also attract students from existing academic programs and new students who are interested in a career in business and management.

Initiation of the program is proposed for the fall 2011 semester.

Board Action Requested:

Approval

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

Request to Initiate Bachelor of Science in Nursing Program - Fall 2011

101.74, 10-11

In accordance with section 1007.33 of the Florida Statutes, consent is requested to offer a new baccalaureate program at Santa Fe College in Nursing.

The Santa Fe Nursing program has an outstanding record of providing quality nursing education and currently offers Certified Nursing Assistant (CNA), Licensed Practical Nurse (LPN), and Registered Nurse (RN) programs. The proposed Bachelor of Science in Nursing (BSN) is designed to extend the curriculum through baccalaureate level, using the structure of an RN-to-BSN program. Instruction will be offered primarily online, but also on campus and at clinical sites, as appropriate. In all cases, the goal will be to accommodate students already working as RNs who wish to pursue a bachelor's degree while continuing their employment.

Student demand for this program is likely to be high and immediate. Santa Fe nursing graduates working in a variety of settings regularly request such a program in support of their own educational and professional advancement. Further, hospitals and healthcare organizations of all kinds are increasingly recruiting nurses with skill sets advanced beyond initial RN training levels to become supervisors and managers who can provide leadership in the clinical setting, and this need is especially pressing in Gainesville. Hospitals and other employers often have unfilled openings for bachelor's-trained nurses, and RNs with associate degrees currently have limited options for continuing their education.

The University of Florida is currently unable to meet workforce needs in this area. While the university's undergraduate nursing program is outstanding, its focus is on initial RN training, and it offers no pathway for associate's level RNs to gain access to a bachelor's degree. In addition, professional RNs needing access to baccalaureate programs typically hold an Associate of Science (not an Associate of Arts) degree and so are generally ineligible for transfer to the university.

Broad curriculum outcomes for this RN-to-BSN program will focus on development of professional nursing practice, including content that will broaden and strengthen the knowledge and skills gained in the lower division, and preparation for advanced work in diverse healthcare settings. The program will adhere to all statewide common course prerequisites, clinical requirements, and external accreditation requirements. The college anticipates that the curriculum will include such staples of the upper-division nursing curriculum as advanced physical assessment, community health, leadership, nursing research, nursing theories, and globalization.

Initiation of the program is proposed for the fall 2011 semester.

Board Action Requested:

Approval

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

Memorandum of Understanding with University of Florida College of Health and Human Performance for On-Line Bachelors Degree Programs: 408.1871, 10-11
Sport Management
Health Education
Applied Physiology and Kinesiology with a Specialization in Fitness/Wellness

Building on the 2009-2010 launch of the SF-UF cooperative distance education program in Sport Management, the UF College of Health and Human Performance proposes launching two additional majors: Health Education and Applied Physiology and Kinesiology, with a specialization in Fitness/Wellness Programs. Both new degrees will follow the same format as the extant program in Sport Management: the new majors will be publicized to Santa Fe students through the Gator Den and by other means, and Santa Fe students will be guaranteed admission to the program upon completing certain minimum requirements. Both majors include 60 upper-division credits and will be delivered almost completely online. However, for one course in the Applied Physiology and Kinesiology major, university students will take a course on the Santa Fe campus, and an hourly charge-back to UF for facilities use will apply.

Board Action Requested:

Approval

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

American Association of Community Colleges Plus 50 Completion Strategy -- Grant 409.1824, 10-11

The purpose of this project and overall goal is to increase the number of plus 50 students that complete degrees, certificates, and not-for-credit credentials to increase their labor market competitiveness through the following: continuing the innovative community college engagement of plus-50 students; gaining support from community college leadership; focusing recruitment efforts, especially on those with prior credit, but no degree; providing workforce development training and retraining in viable, high-demand, high-growth sectors of the labor market; building on the innovative strategies and institutional practices of the Plus 50 Initiative, making it easier for returning plus 50 students to navigate the community college system and successfully complete credentials; identifying, cultivating and leveraging community and employer partnerships.

The amount of funds requested from the Lumina Foundation through the American Association of Community Colleges is \$7,200, with no matching funds from Santa Fe College. This is year one of a four-year project. Total funding for the four-year project is \$14,900.

Duration of this project is October 1, 2010, through July 31, 2011.

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

Perdido Key Beach Mice Housing and Husbandry Project -- Grant

409.1825, 10-11

The purpose of this project is to assist with Perdido Key beach mouse recovery. These mice are an endangered species which Santa Fe College Teaching Zoo is working to conduct research and promote the understanding of the species and their habitat. The U.S. Fish and Wildlife Service will help to fund this effort with the needed supplies and equipment.

The amount of funds requested from the U.S. Department of Interior, through the U.S. Fish and Wildlife Services, is \$5,000, with no matching funds from Santa Fe College. This is year one of a three-year project. Total funding for the three-year project is \$10,000.

Duration of this project is September 15, 2010, through September 15, 2011.

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.