



**The District Board of Trustees
Santa Fe College, Florida
Board Meeting of September 20, 2011, at 4 p.m.
Wattenbarger Student Services Building, Gainesville, Florida**

Agenda

Adoption of Agenda

Agenda Item: 1.1
418.497, 11-12

1. General Functions

Pledge of Allegiance

- 1.1 Adoption of Agenda for Board Meeting of September 20, 2011
- 1.2 Approval of Board Meeting Minutes of July 19, 2011

2. Information Items

- 2.1 President's Report
- 2.2 Community Education Enrich! Brochure - Fall B Term 2011
- 2.3 Standard Professional Practice Affiliation Agreements for Health Services Administration Program with:
 - Helping Hands Clinic, Inc., Gainesville
 - Marion Community Hospital, Inc., dba Ocala Regional Medical Center, Ocala
 - Maxim Healthcare Services, Inc., Spring Hill
- 2.4 Career Pathways Articulation Agreement with P. K. Yonge Developmental Research School

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

Contracts

- 3.5 Ratification of Emergency Signature Authority for Agreements with:
 - Builders Association of North Central Florida - Apprenticeship Programs
 - LP Gainesville, dba Signature HealthCARE of Gainesville - Health Services Administration
 - North Florida Regional Medical Center - Funding Nursing Program Positions
 - First Amendment to Agreement with North Florida Regional Medical Center
- 3.6 Associated Health Education Affiliation Agreement with the Department of Veterans Affairs - Health Services Administration

Finance/Business Affairs Items

- 3.7 Warrants Issued for July and August 2011
- 3.8 Report of Purchases for July and August 2011

Grants

- 3.9 North Central Florida Educational Talent Search Project --Grant
- 3.10 Criminal Justice Training Trust Funds -- Grant
- 3.11 Little School Food Program 2011-2012 -- Grant
- 3.12 Alachua County Public Schools Head Start Program -- Grant
- 3.13 Florida Educational Fund, Center of Excellence -- Grant
- 3.14 Suwannee River Area Health Education Center, Inc. - Tobacco Training and Cessation (ATTAC) Program -- Grant
- 3.15 American Association of Community Colleges Plus 50 Completion Strategy -- Grant
- 3.16 Student Financial Aid Program 2012-2013

4. Facilities Items

- 4.1 Building L Mechanical - Accept as Complete
- 4.2 Charles R. and Nancy V. Perry Center for Emerging Technologies Laboratory Wing Expansion - Phase III Drawings and Guaranteed Maximum Price

5. Finance/Business Affairs Items

- 5.1 Fund 1 (Current Unrestricted) Expenditure Budget Report for August 31, 2011
- 5.2 Colonel Harry M. Hatcher, Jr., Property Survey 12-02
- 5.3 Fee Waiver Report for Summer Term 2011
- 5.4 Report of Investments, Quarter Ending June 30, 2011
- 5.5 Annual Financial Report, Year Ended June 30, 2011
- 5.6 2011-2012 Annual Budget, Unexpended Plant Fund (Fund 7)

6. General Institutional Items

- 6.1 Study-Abroad Programs:
 - Ecuador: Quito, Turucu, and Rio Blanco - Spring 2012
 - Ghana: Accra, Kokrobite, and Cape Coast - Summer A 2012
 - China: Beijing and Xi'an - Summer A 2012
- 6.2 Deletion of Courses Not Taught in the Last Five Years
- 6.3 Certification of IRS Form 990 for 2010 as Required of Direct Support Organizations
- 6.4 College Calendar for 2011-2012 - Spring Break Dates

7. Contracts/Grants

- 7.1 Standard Form Clinical Facilities Use Agreement - Emergency Medical Services
- 7.2 Second Amendment to Affiliation Agreement with Mayo Clinic Jacksonville - Cardiovascular Technology and Echocardiography
- 7.3 Amendment 2 to Agreement with University of Florida for Administration of Dental Programs

- 7.4 Memorandum of Understanding with Florida Drivers License and/or Motor Vehicle Record Data Exchange
 - 7.5 Letter of Agreement with MindEdge, Inc. - Continuing Education
 - 7.6 Agreement with University Community Hospital, Inc., Tampa -- Cardiovascular Technology
 - 7.7 Merchant Agreement with Groupon for Kika Silva Pla Planetarium
 - 7.8 Centers for Innovation in Advanced Development and Manufacturing -- Grant
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- 8. Santa Fe College Foundation Liaison Update and Board Members' Remarks
 - 9. Citizen's Requests
 - 10. Adjournment

Board Action Requested:

Approval

Approval of Board Meeting Minutes of July 19, 2011

401.487, 11-12

The minutes of the regular meeting of the District Board of Trustees of Santa Fe College held July 19, 2011, are presented for approval.

Board Action Requested:

Approval

President's Report

Information Item

The president will discuss a variety of informational topics.

District Board of Trustees
September 20, 2011

Agenda Item: 2.2

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

Community Education EnRich! Brochure - Fall B Term 2011

Information Item
415.138, 11-12

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 September 12, 2011, Cabinet meeting and is provided for reporting to the board.

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

Standard Professional Practice Affiliations Agreements for Health Services Administration Program with:	Information Item
Helping Hands Clinic, Inc., Gainesville	408.1933, 11-12
Marion Community Hospital, Inc., dba Ocala Regional Medical Center, Ocala	408.1934, 11-12
Maxim Healthcare Services, Inc., Spring Hill	408.1935, 11-12

The board has authorized the Provost and Vice President for Academic Affairs to execute on behalf of the board standardized form affiliation agreements without further action by the board. Such agreements have been executed with the three facilities listed above for students enrolled in the SF Health Services Administration program.

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

Career Pathways Articulation Agreement with P. K. Yonge Developmental Research School

Information Item
408.1928, 11-12

The A.S. and A.A.S. degree programs listed below have been identified as accelerated paths by which students will have the opportunity to receive college credit as described in the Career Pathways Articulation Agreement with the P. K. Yonge Developmental Research School. These are renewal agreements.

<ul style="list-style-type: none">• Business Administration A.S.• Business Administration A.A.S.• Office Systems Technology A.S.• Office Systems Technology A.A.S.• Legal Assisting A.S.• Legal Assisting A.A.S.	Technology
<ul style="list-style-type: none">• Networking Services Technology A.S.• Internet Services Technology A.S.	Technology

C O N S E N T

District Board of Trustees
September 20, 2011

Agenda Item: 3.1

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

Contract Staff (Faculty)

402.735, 11-12

The individuals listed below are being recommended for promotion or appointment for 2011-2012, or a portion of 2010-2011, as stated in the individual employee's contract.

<u>Name</u>	<u>Position</u>
Appointment	
Full Time	
Annette Arp <i>A.S., Santa Fe College</i>	Interim Assistant Professor, Radiography
Mary El-Semarani <i>M.S., University of Florida</i>	Interim Assistant Professor, Biotechnology
William Faulk <i>B.S., Old Dominion University</i>	Assistant Professor, Building Construction
Jason Harrington <i>Ph.D., University of Florida</i>	Assistant Professor, Mathematics
Aaron Hirko <i>Ph.D., University of Florida</i>	Interim Assistant Professor, Clinical Laboratory Sciences
John Mihelcic <i>Ph.D., Washington University in St. Louis</i>	Interim Assistant Professor, Natural Sciences
Sandra Milner <i>M.S.N., University of Florida</i>	Interim Assistant Professor, Nursing Programs
Jacob Searcy <i>M.A., University of Florida</i>	Assistant Professor, Business Programs
Leslie Viguers-Rios <i>Ph.D., University of Florida</i>	Assistant Professor, Sciences for Health Programs
Cheryl Woelfle <i>M.S.N., Florida Atlantic University</i>	Assistant Professor, Nursing Programs
Part Time	
Phillip Achey	Thomas Anderson
Laura Acosta	Scott Anderson
Virginia Agnew	Marion Andrews
Randeal Aldridge	Linda Archer
Jennifer Allee	Stathis Argyropoulos
Panos Aleakos	Annette Arp
Bonne Alexander	Betty Arnette
Damon Allen	George Arnold
Matthew Allen	Kathleen Arnold
Andrew Amron	* Gary Arthur
Amy Anderson	Candace Ashcraft
Andrew Anderson	Denise Attenberry

Christopher Avery	Daniel Brown
Don Aycock	Eric Brown
Peter Backhaus	Kirby Brown
Elaine Badgerow	Robert Brown
Douglas Bagby	Sherry Brumme
Lisa Bagnall	Richard Buckner
Patrick Bailey	Josh Bussart
Bhaskar Bandyopadhyay	Sheri Butler
Dionne Banks	David Butscher
Timothy Bantel	Cindy Cable
Janet Bargar	Kimberly Calvin
Clayton Barnes	Cheryl Canova
Robert Bartley	Roger Carey
Victoria Basnett	Patrick Carmichael
Laura Batlle	Julia Carson
Brandy Baudoin	Emily Casey
Jahan Bayat	Katherine Casey-Sawicki
Michael Bechard	Jamie Castro
Zachary Beck	John Caton
Michael Becker	Robert Cavazos
Luhr Beckmann	Sarah Cervone
Joseph Belgrade	Courtney Chambers
Lilliana Bell	Ronald Chappell
Edward Bennett, Jr.	Catherine Christian
Karen Bennett	Daniel Cicenia
Keith Bennett	Linda Cirulli-Burton
* Jody Bermann	Dwayne Clarke
Deanna Beverly	Robin Clayton
Georgia Bianchi	Dana Clements
James Birdsall	Florence Cline
Tamara Blagojevic	Richard Cohen
Susan Block	Amy Coker
Bryce Bolin	Karen Cole-Smith
Ann Bonett	Stacey Collins
Edwin Book	Frank Conic
Paul Borsa	Angela Conti
* Anne Bowman	Bruce Cottman
Alexandra Braddy	William Crews, Jr.
* Brenna Braley	Joshua Crosby
Joshua Braley	Doriann Curtis
Brian Bredehoeft	Lorraine Curtner
Victor Brennan	Nicole Dafoe
Robert Brentnall	Nancy Dale
Carey Brodbeck	Bradley Daniels
Akilah Brown	Robert Daniels
	Laura Davis
* Grant funded	Carol Demas

Edwin Dice
Angela Dobbins
Kyle Draney
Anna Dranishnikov
Joanne Docherty-Goldstein
Vanessa Drewke
Jon Duff
Byron Dyce
Fawzy Ebrahim
Christina Edwards
Karen Ehlers
Anthony Eseke
William Ezzell
Jeffrey Farrar
Linda Faulk
Anthony Ferrara
Kim Feigenbaum
Katherine Feria
David Ferro
Erica Feuerbacher
Daniel Figueroa
Holly Fisher
John Fitzgerald
Leigh Foglia
Katrina Fort
Theresa Foster
Jaime Fouts
Laure Frank
Christopher Furlow
Cynthia Gaskin
Daniel Gerard
Sally Glaeser
Gwedolyn Glanville
Alison Glassman
Steven Golowenski
Raymond Gonzalez
Alan Gray
Elizabeth Greaser
Linda Green
Austin Gresham
Aaron Grocholski
Corrie Gross
Jenny Gutwein
Al Haddad, Sr.
Michele Hammond
Kimberly Hand

* Grant funded

Daniel Harmeling
Matthew Harrigan
Donald Harrington
Thomas Harrington
Dawn Harris
Lindsey Hartman
Ma-Venus Hayden
Amanda Hill
Latisa Hill
Paul Hinson
Gary Hoffman
Renate Hooper
Robert Horter
Gayle Horton
Mark Hostetler
Lisa Houston
Margaret Howell
Stephen Howell
Constance Hreha
* Maria Huff
William Hutchison
Deborah Ingram
Melissa Irwin
Veita Jackson-Carter
Seth Jacobs
Ashley Jakowczuk
Vicki Jasmin
William Jawde
Brian Jimison
Alan Jenkins
Alexandra Jesse
Melina Jimenez
Patricia Johnson
Russell Johnson
Timothy Johnson
* Constance Jones
John Jones
Karen Jones
Michael Jones
Monika Kaczmarek
Robert Kalis
Steven Kalishman
Aaron Kashtan
Charlene Kegg
Deborah Kennedy
Melissa King
Anisha Kinra
Amy Kinsey

Tiffany Kisker
Larry Kondas
Reju Korah
Hollie Lepay Hill
Cecelia Lerner
Trisha Kannan
Kevin Krahn
Martin Krpan
Brian Kirchberg
Jamie Kurnick
Joel Lambert
Jennifer Lanz
Deborah Lawrence
Clea Lauriault
Valerie Leitner
Jayson Levy
Nancy Lewis
Lee Libby
Duke Lim
Bethsaida Lopez
Linda Lotz
Jaime Love
Angelo Lubag
Andrea Lybrand
James Mabry
Matthew Mahoney
Valerie Marburger
Kendall Marchman
Gary Matthew
Anny Mavambu-Ndulu
Thomas Mayfield
Sherry McClain
Paul McCoy
Charles McCray
Patrick McGowan
Joanne Mc Neil
Robert McPeek
Stuart McRae
Janis Mena
Thelma Merrick
Bermann Mesadieu
Arin Miller
Dawn Miller
Kelly Minor
Israel Mitchell
Ted Mitchell
Anthony Moffet
Minja Moore

Joseph Moro
Angela Mulkin
Nancy Murphree
Emily Murphy
John Nabet
Charles Nahrwold
Sara Nash
Kelly Naugle
Terry Neal
Nicole Nesberg
Joanna Neville
Brian Nocito
Kristina Nordford
Rebecca Norton
Kevin Oberlin
Tezcan Ozarzgat Baslanti
Bruce Pagel
Shawn Pagel
Pamela Pallas
Bobra Palmer
William Palow
David Parker
Darin Patterson
Deloris Paul
Melanie Pecins-Thompson
Suzon Peterson
Alicia Pfahler
Matthew Pfeiffer
Toni Phillips
Caroline Picart
Ronald Pinkston
Timothy Price
Amiee Pricher
Carrie Pridgeon
Michael Privette
Nicole Propper
Marta Puyana
Kathleen Ratican
Katherine Redman
Amy Reed
Stuart Reeves
James Richeson
John Richman
Viva Riley-Coleman
Emily Ross
Caronne Rush
Karen Rybak
Donya Salmasinia

Aurea Santiago
Nestor Santiago
Patricia Sassner
Carey Schacht
Katie Schubert
Timothy Shay
Alexander Sharpe
Poorya Shidfar
Andrew Selepak
Billy Senn
Tscharna Senn
Robert Sepulveda
Jennifer Sirera
Abby Smith
Larry Smith
Sara Smith
Ernest South
Henry Spurlin
Hannah Stahmer
Terence Stevens
Sarah Stone
David Stout
Greg Streukens
Dorothy Stroman
Donald Suereth
Kalpana Swamy
Megan Sweeting
George Swicord
Marvin Swindell
Amanda Sylvester
Mallory Szymanski
Ryan Taebel
Trudy Tappan
Courtney Taylor
Gonca Tekin
Jeffrey Tennant
Mary Thames
Jean Theurer
Patricia Thoburn
Aaron Thomas
Jennifer Thomas
Julie Thomas
Ranson Thomas
Brian Thomasson
Bradley Thompson
Stephanie Thorn
Stephen Tillman
Margaret Tison
* Grant funded

Margarita Torres
Rita Torto
John Toth
Richard Tovar
Jennifer Townsend
Marc Trahan
* Tram Tran
Charmaine Trudel-Whitman
Wako Tuni
Gregory Turner
Robert Ulmer
Joseph VanGroder
Melanie Veige
Tristan Vellinga
Anna Vick
William Vickory
Jeanie Vincent
Steven Vutsinas
Richard Wagner
Lucinda Waldron
Brandy Walker
Matthew Walters
Bing Wang
Charles Ward
Judy Ward
Glenn Watson
Melissa Wattenbarger
Marcia Wehr
Jay Weininger
Neil Weinstein
Ted Weseman
Donald West
Clark V. Wheeler
Beverly White
Matthew Whitehead
Wendy Whitman Cobb
Jacqueline Whitmore
R. David Wiles
Brandy Williams-DeBottis
Elizabeth Williams
Deborah Williamson
* Amy Wilson
Vanessa Wilson
Helen Wofford
Ellen Wood
Debra Wright
Jeffrey Wright
Alejandro Wyszowski

Lisa Yablonsky
Shoiw-Ying Yang
Michael Yawn
David Yonutas
Linda Yonutas
David Young
Victoria Young
Todd Yurchisin
Ganna Zalevska
Lavi Zamstein
Orli Zaprir
Maria Zelaya
Lianying Zhang
Chris Zurheide
Lara Zwilling

Board Action Requested:

Approval

C O N S E N T

**District Board of Trustees
September 20, 2011**

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)

411.342, 11-12

The individuals listed below are being recommended for appointment for 2011-2012, or a portion of 2010-2011, as stated in the individual employee's contract.

<u>Name</u>	<u>Position</u>
Executive/Managerial	
Full Time - Appointment	
Edwin Book <i>M.Ed., University of Florida</i>	Chief of Police, Santa Fe Police Department
Gary Hartge <i>B.S., University of Florida</i>	Director, Institutional Research
Jorge Ibanez <i>M.A., University of New York</i>	Director, Information Technology Education
Full Time - Promotion	
Sharon Loschiavo <i>M.S., University of Florida</i>	Interim Director, Advisement Center
Technical/Professional	
Full Time - Appointment	
* Mable Baker <i>B.S., University of Florida</i>	Interim Workforce Development and Industry Specialist
Krystal DiBlasi <i>B.S., University of Florida</i>	Lab Manager, Sciences for Health Programs
Allen Luck <i>A.S., Santa Fe College</i>	Interim ITE Systems Support Specialist
Emily Moorehead <i>B.A., University of Central Arkansas</i>	Interim Recruitment Specialist
Sara Nash <i>Ed. S., University of Florida</i>	Counseling Specialist
* Keira Simmonds <i>M.A., Webster University</i>	Career Pathways Specialist, Adult Education
Full Time - Promotion	
Jacqueline Strand <i>A.A., Santa Fe College</i>	Lead Transcript Evaluator, Records Department
* JoAnn Wilkes <i>M.A., University of South Florida</i>	Interim Coordinator, Displaced Homemakers
* Grant funded	

Part Time

- * Phillip Achey Specialist, Student Support Services
- Bethany Alexander Specialist, Math Studio
- * Gary Arthur Specialist, Adult Education
- Denise Atteberry Specialist, Downtown Lab
- Brian Bailey Specialist, Math Studio
- Leslie Bedell Specialist, Fine Arts
- ^ Sheena Bernarte Specialist, Athletics
- * Jody Bermann Specialist, Adult Education
- Vickie Blaum Specialist, Writing Lab
- * Anne Bowman Specialist, Adult Education
- * Brenna Braley Specialist, Adult Education
- Eileen Bustamante Specialist, Multicultural Programs
- Connie Caldwell Specialist, Adult Education
- ^ Salvatore Campagna Specialist, Fitness Center
- * Jessica Carpenter Specialist, Civic Engagement and Service
- Erma Certain Specialist, Career Center
- Marleni Chiappini Specialist, Math Lab
- Meredith Collins Specialist, Writing Lab
- * Isabel Coutts Specialist, Adult Education
- * Dianna Crosby Specialist, Adult Education
- Amanda Culp Specialist, Downtown Lab
- Tania Darlington Specialist, Writing Lab
- Garth Davis Specialist, Math Lab
- * David Dean Specialist, Student Support Services
- Carol Demas Specialist, Math Lab
- Karen Desjardin Specialist, Math Studio
- Jeanne Dickman-Vuille Specialist, Fine Arts – Life Model
- Angie Dobberfuhr Specialist, Watson Center
- John Douglas Specialist, Downtown Lab
- Adam Dyer Specialist, Fine Arts – Life Model
- Charles Ebert Specialist, Educator Preparation Institute
- Orisatalabi Efunbumi Specialist, Math Studio
- ^ Brendan Foley Specialist, Fitness Center
- Stephen Fooks Specialist, Math Lab
- Betty Gibson Specialist, Math Studio
- Jonathan Gil Specialist, Fine Arts
- Aubrey Gregory Specialist, Fine Arts – life Model
- ^ Glen Gold Specialist, Student Life

- * Grant funded
- ^ Funded by student leadership and activities fee

	David Goldblatt	Specialist, Fine Arts
	Wendy Hofer	Specialist, Career Pathways
	Brooke Howard	Specialist, Fine Arts – Life Model
*	Maria Huff	Specialist, Adult Education
	Suzanne Hyde	Specialist, Admissions
*	Constance Jones	Specialist, Adult Education
	Monika Kaczmarek	Specialist, English as a Second Language Lab
	Cathleen Keen	Specialist, President’s Office
	Larry Kondas	Specialist, Educator Preparation Institute
	Christopher Kozak	Specialist, Fine Arts
	Heena Lalwani	Specialist, Counseling Center
	Aaron Lay	Specialist, Writing Lab
	John Lee	Specialist, Math Lab
*	Margarett Martin	Specialist, Adult Education
*	Vito Montauk	Specialist, Adult Education
	Federico Moratorio	Specialist, Fine Arts
*	Kathleen Muni	Specialist, Career Pathway
	Grant Nosko	Specialist, Math Lab
	Kyle Novak	Specialist, Fine Arts
	Stefan O’Dougherty	Specialist, Planetarium
^	Jenisha Merchant Parchment	Specialist, Student Life
*	Laura Predny	Specialist, Adult Education
*	Mark Prynosi	Specialist, Adult Education
	Kevin Rainsberger	Specialist, Fine Arts
	Elizabeth Reynolds	Specialist, Fine Arts
	Erin Rice	Specialist, Admissions
*	Melanie Roberti	Specialist, Title III Math
	Caronne Rush	Specialist, Counseling Center
*	Janine Sankar	Specialist, Adult Education
	Patricia Schlenker	Specialist, Adult Education Lab
	Nancy Schenewerk	Specialist, Library
*	Poorya Shidfar	Specialist, Adult Education
	June Simring	Specialist, Fine Arts
	Cheryl Skidmore	Specialist, Adult Education Lab
*	Jane Snyder	Specialist, Adult Education Lab
	Nancy Starrett	Specialist, Math Lab
	Elizabeth Strickland	Specialist, Library
*	Dorothy Stroman	Specialist, Adult Education
	Rhonda Stroman	Specialist, Finance
	Terry Thomas	Specialist, Watson Center
^	Stephanie Thorn	Specialist, Student Life
*	Tram Tran	Specialist, Adult Education
	Steven Vutsinas	Specialist, Counseling Center
*	Grant funded	
^	Funded by student leadership and activities fee	

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| Sayaka Watanabe | Specialist, Multicultural Program |
| Ellen West | Specialist, Educator Preparation Institute |
| * Amy Wilson | Specialist, Adult Education |
| Chris Zurheide | Specialist, Writing Lab |
- * Grant funded
^ Funded by student leadership and activities fees

Board Action Requested:

Approval

CONSENT

District Board of Trustees
September 20, 2011

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

404.401, 11-12

The individuals listed below are being recommended for appointment for 2011-2012, or a portion of the 2010-2011 year, as stated in the individual employee's contract.

Community Education

<u>Name</u>	<u>Class</u>
Akenike Akinydoe	College for Kids Coordinator
Scott Bannon	Drums
Melanie Barr	Gainesville Historic Tours
Triavette Collins-Biggett	College for Kids
Betty Blitch	Painting
Gary Bone	Open Studio in Ceramics
James Bowen	Landscape
Ernest Campbell	Qigong for Everyone
Lawrence Christian	Living Trusts, Estate Planning
Rosemary Copeland	Quilting
Christopher Curry	Gardening and Landscape
Sheryl Dixon	College for Kids
Angela Dobberfuhl	College for Kids Coordinator
Steven Doherty	College for Kids
Dietrich Dohrmann	Jewelry Construction
Maruja Duenas	Spanish
Allison Durrance	College for Kids
Patrick Gallagher	Furnace Blown Glass
Delinia Gates	College for Kids
Harold Gertner	Solar Energy Systems
Mary Glazer	Native Plants in your Garden
Oleeta Hardenbrook	College for Kids
James Harrell	College for Kids
James Hearn	Bridge
Sarah Hinds	Glass Bead Making
Elizabeth Hodges	Painting
Kim Holton	Kundalini Yoga
Angela Hoppe	Oil Painting
Billie Hostler	Golf
Gregory Jones	College for Kids
Zelda Jones	GRE/GMAT/SAT Verbal Prep
Julian Kazimier	Guitar
Matthew Kron	College for Kids
Michael Kutyna	Scuba

Community Education, cont.

Vera Nolan Lamb	Ballet and Tap
Laura Lambes	Coordinator for Westwood Middle School
Leon Larson	Hand Drumming
Allison Lebaron	Watercolor
Terence Lehman	Sell a Home in a Buyer's Market
Melissa Lemond	Jazz/Ballet
Robert Lightner	College for Kids
James Love	College for Kids
Marjorie Malerk	Dancing
Michael Maloiseau	Cooking
Pauline McCanless	College for Kids
Jeri-Lynn Minsavage	College for Kids
Rahma Mkuu	College for Kids
Giovannella Moscovici	Italian
Monique Moss	College for Kids
Andrew Nichols	Vampires
Lytha Nicholson	Painting
Stefan O'Dougherty	College for Kids
Melanie Phillpot	Dog Ownership/Adoption
Chelsey Potter	College for Kids
Melanie Roberti	College for Kids Coordinator
Precious Roberts	Dance
Lindsey Rogers	Latin
Ryan Ruppert	College for Kids Coordinator
Courtney Sheffield	College for Kids
Linda Sheffield	College for Kids Coordinator
Lindsey Sheffield	College for Kids
Dollie Smith	College for Kids
Josephine Staten	Coordinator for Gainesville High School
Susan Thomas	College for Kids
Michael Thompson	College for Kids
Brenda Thornton	College for Kids
Stephen Walker	College for Kids
Annie Williams	College for Kids
Candace Woloshchuk	Digital Camera
Diane Yazedjian	French
Joanna Young	Quilting
Marjorie Zander	Florida History

Continuing Workforce Development

<u>Name</u>	<u>Position</u>
Betty Arnette	Continuing Education Specialist
Peter Backhaus	Continuing Education Specialist

Continuing Workforce Development, cont.

Diane Cutsforth
Earl Ference
Douglas Henson
Evan Hurst
Erik Hushelpeck
Joel Lambert
Joseph Moro
Carrie Pridgeon
Robert Pridgeon
Vikram Rangala
Heather Rapp
Steven Schell
Robert Taylor
Dan Tilton
Jennifer Tozzo
David Walter
Michael Wohl

Continuing Education Specialist
Continuing Education Specialist
Continuing Education Specialist
Continuing Education Specialist
Continuing Education Specialist
Continuing Education Specialist
Continuing Education Specialist
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Continuing Education Specialist
Continuing Education Specialist
Continuing Education Specialist

Board Action Requested:

Approval

C O N S E N T

**District Board of Trustees
September 20, 2011**

Agenda Item: 3.4

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

Career Service Staff

403.489, 11-12

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

Name

Position

Appointment

Full Time

Robert Bell	Groundskeeper I, Facilities Services
Ana Blechingberg	Preschool Teacher, Little School
David Churchill	Sterile Equipment Technician
Robert Jordan	Groundskeeper I, Facilities Services
Christopher Lancaster	Custodian, Facilities Services
Jermaine Wright	Custodian, Facilities Services

Part Time

Michael Bess	Information Technology Education, Desktop Computer Specialist
Benjamin Brown	Unclassified Part Time
Sukja Kwon	Toddler Teacher, Little School
Kiersten King	Toddler Teacher, Little School
Rhonda Matheny	Administrative Assistant
James Skeen	Information Technology Services Intern

Board Action Requested:

Approval

C O N S E N T

**District Board of Trustees
September 20, 2011**

Agenda Item: 3.5

Ratification of Emergency Signature Authority for Agreements with:

- | | |
|---|-----------------|
| -- Builders Association of North Central Florida - Apprenticeship Programs | 408.1921, 11-12 |
| -- LP Gainesville, dba Signature HealthCARE of Gainesville - Health Services Administration | 408.1922, 11-12 |
| -- North Florida Regional Medical Center - Funding Nursing Program Positions | 408.1923, 11-12 |
| -- First Amendment to Agreement with North Florida Regional Medical Center | 408.1931, 11-12 |
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The board is requested to authorize the chair, or vice chair in the chair's absence, to execute the documents, contracts, and change orders requiring board approval during the period between the July meeting and the September meeting, which actions if delayed until the September meeting would create operational or financial difficulties for the college. The president shall indicate in writing the reason that the document should be executed prior to the September board meeting. The 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

C O N S E N T

**District Board of Trustees
September 20, 2011**

Agenda Item: 3.6

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

Associated Health Education Affiliation Agreement with the Department of
Veterans Affairs - Health Services Administration

408.1932, 11-12

This agreement with the Veterans Affairs Medical Center will provide practical learning experiences for students in the Santa Fe Health Services Administration program.

Board Action Requested:

Approval

C O N S E N T

**District Board of Trustees
September 20, 2011**

Agenda Item: 3.7

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

Warrants Issued for July and August 2011

208.479, 11-12

A listing of all checks and payroll ACH disbursements issued from July 1 through August 31, 2011, is available at this meeting for the board's information.

For July 2011, the amount disbursed was \$7,300,196.58.

Warrant Numbers

Manual Payroll	None
Manual Payables	None
Payables	729054 - 729951
Payroll	8272 - 8535

Payroll Electronic Transfers

07605 - 10180

For August 2011, the amount disbursed was \$8,076,798.81.

Warrant Numbers

Manual Payroll	None
Manual Payables	None
Payables	729952 - 730929
Payroll	8536 - 8678

Payroll Electronic Transfers

10181 - 12615

Note: Disbursements made to vendors by wire transfer (such as Higher One or Consortium's insurance carriers) are not included in above totals. The amount wired to Higher One for the two months was \$2,333,432.99.

Additional Information:

7/12/11 - Payroll check numbers 8282 - 8366 were canceled due to system run error. Payroll processing abandoned and checks were canceled. Office for Finance has physical custody of voided checks consumed. Payroll electronic transfers 6259 - 7604 were consumed in abandoned run.

Board Action Requested: Approval

C O N S E N T

**District Board of Trustees
September 20, 2011**

Agenda Item: 3.8

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

Report of Purchases for July and August 2011

202.584, 11-12

Below are the total amounts and a summary of purchases for the months of July and August 2011.

Purchasing	\$8,839,697.41
Risk Management Consortium	<u>183,511.83</u>
Total	<u>\$9,023,479.24</u>

<u>P.O. No.</u>	<u>Amount</u>	<u>Procurement</u>	<u>Vendor</u>	<u>Class of Item-Department</u>
Y38962 (Fund 1)	\$ 86,000.00	Exempt	State of Florida Dept. of Management Services	State of Florida Long Distance, 800 number, and Internet Services for Centers Communication Services
Y38963 (Fund 1)	\$123,500.00	Exempt	AT&T	Telephone, Ethernet, and Internet Services for Northwest and Blount Center Campuses Communication Services
Y38994 (Fund 1)	\$ 41,080.00	Exempt	Clear Channel	Billboard Advertising College Relations
Y38995 (Fund 1)	\$2,137,550.00	Exempt	Gainesville Regional Utilities	Electric, Water, Heating, and Stormwater Utilities
Y39001 (Fund 1)	\$ 40,000.00	Exempt	Baker & Taylor, Inc.	Books for Collection Library
Y39002 (Fund 1)	\$ 70,000.00	Exempt	City of Alachua	Perry Center Utilities Utilities
Y39004 (Fund 1)	\$ 38,600.00	Exempt	City of Starke	Andrews Center Utilities Utilities
Y39065 (Fund 1)	\$100,855.00	Exempt	IBM Corporation	IBM Software Maintenance Information Technology

Agenda Item 3.8
September 20, 2011
Page 2

Y39180 (Fund 1)	\$144,003.96	Contract	Airwave Networks	Campus Wireless Information Technology
Y39225 (Fund 1)	\$ 42,000.00	Contract	LV Hiers Inc.	Fuel for Campus Vehicles and Equipment Automotive
Y39304 (Fund 2)	\$ 78,591.68	Contract	Dell Marketing	Computers (68) Title III Math Redesign
Y39354 (Fund 6)	\$ 73,288.71	Contract	Barr Systems, Inc.	Lease Agreement Risk Management Consortium
Y39439 (Fund 1)	\$ 44,000.00	Exempt	Dimension Systems	Database Support Information Technology
Y39440 (Fund 1)	\$ 53,983.15	Exempt	Mainline Information	Data Storage Maintenance and Server Support Information Technology
Y39459 (Fund 1)	\$ 51,215.00	Contract	Copyfax of Gainesville	Copier Maintenance Units
Y39571 (Fund 2)	\$125,000.00	Contract	University of Florida	Student Health Care Contract Student Health Care Center
Y39576 (Fund 7)	\$108,667.00	Contract	Scherer Construction & Engineering	Service Road North End and Adjacent Parking Repaving Parking Improvements
Y39642 (Fund 1)	\$ 72,252.60	Contract	Dell Marketing	Computers (60) Information Technology
Y39643 (Fund 1)	\$ 63,290.00	Contract	Dell Marketing	Computers (40) Information Technology
Y39691 (Fund 1)	\$ 59,921.04	Contract	Alachua County Sheriff	Training Officer Agreement Criminal Justice
Y39688 (Fund 7)	\$178,308.49	Contract	OEC	Common Area Furnishings Student Areas Renovation
Y39852 (Fund 1)	\$ 72,976.95	Contract	Dell Marketing	Laptops (45) for Natural Sciences Information Technology

Y39929 (Fund 1)	\$ 36,520.00	Contract	WW Grainger Industrial	Janitorial Products Custodial/Janitorial
Y39971 (Fund 1)	\$ 70,232.44	Exempt	E-Tech Services	Data Storage Hardware Information Technology
Y39989 (Fund 1)	\$ 95,677.68	RFP	City Wide Maintenance	Janitorial Service for Centers Custodial/Janitorial
Y40176 (Fund 1)	\$ 40,937.00	Contract	Johnson Controls, Inc.	Chiller Plant Maintenance HARV
Y40177 (Fund 1)	\$ 45,000.00	Contract	Affiliated Engineers	Energy Management Project Facilities Operations
Y40213 (Fund 7)	\$ 37,240.00	Contract	Charles Perry Partners	Building H Pushbutton Installation Campus Safety
Y40219 (Fund 7)	\$168,332.00	Contract	Scherer Construction & Engineering	Building U Re-Roof Project General Renovation/Remodel
Y40350 (Fund 2)	\$ 52,207.31	Sole Source	Applied Biosystems, LLC	Lab Equipment Health Care and Other Facilities Equipment Grant

\$4,351,230.01

Purchase orders for previously awarded contracts: 106 Amount: \$1,803,154.81

Other Purchases \$0 - \$35,000

Number of purchase orders: 1,455 Amount: \$2,869,094.42

Board Action Requested:

Approval of report

C O N S E N T

District Board of Trustees
September 20, 2011

Agenda Item: 3.9

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

North Central Florida Educational Talent Search Project -- Grant

409.1860, 11-12

The purpose of this project is to provide educational services and information to 680 low-income/potential first-generation college students in grades 8-12 in order to encourage them to complete high school and enroll in postsecondary education. Santa Fe College, College of Central Florida, and Florida Gateway College have developed a consortium for the purpose of implementing the project in concert with local school districts. Santa Fe College serves as the fiscal agent. This is year four of a four-year project.

The amount of funds requested from the U.S. Department of Education, Office of Postsecondary Education, is \$306,345, with no matching funds from Santa Fe College. Total funding for the four-year project is \$1,225,380.

Duration of this project is September 1, 2011, through August 31, 2012.

Operating budget impact: None

Board Action Requested:

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

C O N S E N T

District Board of Trustees
September 20, 2011

Agenda Item: 3.10

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

Criminal Justice Training Trust Funds -- Grant

409.1861, 11-12

The purpose of this project is to provide advanced and specialized training to approximately 1085 law enforcement, correctional, and probation and parole officers in the college's service district. Courses include hostage negotiations, instructor techniques, breath test operator, speed measurement, defensive tactics instructor, crisis intervention team training, field training officer, line supervision, stress management techniques, advanced report writing, emergency preparedness for correctional officers, profiling and professional traffic stops, and domestic violence/juvenile sexual offender, narcotics and dangerous drug investigations, and other specialized courses as requested by local criminal justice agencies.

The amount of funds requested from the Florida Department of Law Enforcement is \$72,695, with no matching funds from Santa Fe College.

Duration of this project is July 1, 2011, through June 30, 2012.

Operating budget impact: None

Board Action Requested:

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

C O N S E N T

District Board of Trustees
September 20, 2011

Agenda Item: 3.11

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

Little School Food Program 2011-2012 -- Grant

409.1862, 11-12

The purpose of this project is to provide funds for nutritionally balanced meals for children enrolled in the Little School. Using provisions from the U.S. Department of Agriculture, each day breakfast, lunch, and an afternoon snack will be provided to all children enrolled in the childcare program. The food is served family style, with emphasis on developing independence in eating, serving, and cleaning up. Serving nutritious meals encourages awareness of good nutrition, and adults initiate conversation about mealtime etiquette and nutrition. Approximately 85 children will be served on a daily basis.

The amount of funds requested from the U.S. Department of Agriculture, Florida Department of Health, is \$49,723, with no matching funds from Santa Fe College.

Duration of this project is October 1, 2011, through September 30, 2012.

Operating budget impact: None

Board Action Requested:

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

C O N S E N T

District Board of Trustees
September 20, 2011

Agenda Item: 3.12

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

Alachua County Public Schools Head Start Program -- Grant

409.1863, 11-12

The purpose of this project is to provide Bachelor of Science, Associate of Science, Florida Child Care Professional Credential, and Child Care Worker Certification training for 45 to 50 trainees from the School Board of Alachua County Head Start program for staff and parents.

The amount of funds requested from the School Board of Alachua County is \$22,000, with no matching funds from Santa Fe College.

Duration of this project is September 1, 2011, through July 31, 2012.

Operating budget impact: None

Board Action Requested:

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

C O N S E N T

District Board of Trustees
September 20, 2011

Agenda Item: 3.13

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

Florida Educational Fund, Center of Excellence -- Grant

409.1864, 11-12

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 Florida Education Fund is \$26,000, with no matching funds from Santa Fe College.

Duration of this project is July 1, 2011, through June 30, 2012.

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.

CONSENT

District Board of Trustees
September 20, 2011

Agenda Item: 3.14

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

Suwannee River Area Health Education Center, Inc. - Tobacco Training and Cessation (ATTAC) Program - Grant

409.1865, 11-12

The purpose of this project is to implement a tobacco education and use prevention initiative for future health professionals at Santa Fe College. This project seeks to reduce tobacco use and per capita tobacco consumption among youth, adults, and special populations. This project will train Santa Fe College students enrolled in respiratory care, cardiovascular technology and radiography. Instruction shall incorporate the CDC's *Best Practices for Comprehensive Tobacco Control Programs Prevention*, the U.S. Public Health Service's *Clinical Practice Guideline for the Treatment of Tobacco Use and Dependence*, and the cessation, support, and treatment services offered by the *Florida Quit-For-Life-Line*.

The amount of funds requested from the Suwannee River Area Health Education Center, Inc. is \$3,000, with no matching funds from Santa Fe College.

Duration of this project is July 1, 2011, through June 30, 2012.

Operating budget impact: None

Board Action Requested:

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

C O N S E N T

District Board of Trustees
September 20, 2011

Agenda Item: 3.15

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 409.1866, 11-12

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 continuation of innovative community college engagement of plus-50 students; support from community college leadership; focused recruitment efforts, especially for those with prior credit, but no degree; provide workforce development training and retraining in viable, high-demand, high-growth sectors of the labor market; build upon 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; and identify, cultivate, and leverage community and employer partnerships.

The amount of funds requested from the Lumina Foundation through the American Association of Community Colleges is \$3,000, with no matching funds from Santa Fe College. This is year two of a four-year project. Total funding for the four-year project is \$14,900.

Duration of this project is August 1, 2011, through July 31, 2012.

Operating budget impact: None

Board Action Requested:

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

C O N S E N T

District Board of Trustees
September 20, 2011

Agenda Item: 3.16

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

Institutional Application to Participate in Federal Student Financial Aid Program 2012-2013

409.1867, 11-12

The purpose of this project is to apply for federal funding for the Federal Supplemental Educational Opportunity Grant (FSEOG) and the Federal Work Study Program (FWSP). FSEOG is need-based gift aid and is awarded to exceptionally needy students. The program was designed to provide assistance to qualified students who have financial need. The FWSP provides part-time employment for students who demonstrate financial need. Approximately 1,000 students will benefit from these programs.

The amount of funds requested from the U.S. Department of Department of Education, Office of Postsecondary Education, is \$1,430,000, with no matching funds from Santa Fe College.

Duration of this project is July 1, 2012, through June 30, 2013.

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

Building L. Mechanical - Accept as Complete

412.1092, 11-12

Project Description:

This project followed the replacement of the major campus chilled and heating hot water loops and consisted of replacing the major air handlers and ductwork in building L. Building L is 34 years old and the mechanical equipment was past its useful life. Mechanical codes in place in 1974 were no longer applicable therefore equipment selection and installation had to adhere to current codes.

Architect/engineer		Affiliated Engineers, SE	
Contractor/construction manager		PPI Construction Management	
Uniform building inspector		In-house	
Estimated project budget			\$1,726,820.00
Design	\$ 105,660.00		
Construction	1,431,339.30		
Testing and abatement	45,813.00		
Miscellaneous	1,385.70		
Total cost	<u>\$1,584,198.00</u>		<u>\$1,584,198.00</u>
Project savings			<u>\$ 142,622.00</u>
Source of funds		PECO	

Project Status:

This project is complete and college staff is requesting the board accept it as complete.

Board Action Requested:

Accept project as complete

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

Charles R. and Nancy V. Perry Center for Emerging Technologies Laboratory 412.1093, 11-12
Wing Expansion -Phase III Drawings and Guaranteed Maximum Price

Project Description:

This project involves the design and construction of approximately 6,000 gross square feet of expansion to the laboratory wing at the Charles R. and Nancy V. Perry Center for Emerging Technologies in Alachua.

Architect/engineer	Flad & Associates
Contractor/construction manager	PPI Construction Management
Uniform building inspector	In-house
Estimated project budget	\$2,226,667
Source of funds	EDA grant/matching funds

Project Status:

College staff has received, reviewed, and approved the phase III construction documents for this project. College staff has also received, negotiated, and approved a guaranteed maximum price (GMP) in the amount of \$2,019,954.00. College staff requests approval of both the phase III documents and the GMP for this project.

Board Actions Requested:

- A. Approval of the phase III construction documents**
- B. Approval of the guaranteed maximum price of \$2,019,954.00**

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

Fund 1 (Current Unrestricted) Expenditure Budget Report for August 31, 2011 201.716, 11-12

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 August 31, 2011.

The following summary provides a comparison of actual revenues and expenditures for 2011-2012 vs. 2010-2011.

	2011-2012		2010-2011	
	<u>Dollar Amount</u>	<u>Percent of Budget</u>	<u>Dollar Amount</u>	<u>Percent of Total Year</u>
Revenue	20,710,585	28.17	19,708,207	26.35
Expenditures	6,667,369	8.19	6,581,705	9.61

Board Action Requested:

Approval of report

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

Colonel Harry M. Hatcher, Jr., Property Survey 12-02

200.797, 11-12

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

The Property Survey Committee met via email on August 23, 2011, to consider departmental requests to be relieved from inventory accountability. The committee members approved the following requests to remove the items listed below from the active property control inventory records. A detailed list of all items from each category is attached.

Category	Number of Items	Original Cost or Value Items > \$5,000 to be Removed from Inventory and Financial Records	Depreciation of Items > \$5,000	Total Book Value Items to be Removed from Inventory and Financial Records
Surplus Property	12	\$291,038.48	\$274,677.45	\$16,361.03
Trade-In	2	20,793.50	20,793.50	0.00
TOTAL	14	\$311,831.98	\$295,470.95	\$16,361.03

Notes

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

Trade-Ins are items that have been traded in on new equipment

Board Action Requested:

Approval

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

Fee Waiver Report for Summer Term 2011

200.797, 11-12

Pursuant to Rule 7.13, the college grants fee waivers for course fees (excluding technology, access, lab, and distant learning fees). Below are the waivers granted by the college for the summer term. This report shows the number of students granted waivers, along with the dollar amount waived in each category.

Term - Summer 2011

	<u>Number of Waivers</u>	<u>Amount</u>
	<u>Credit</u>	
College Employee	30	\$12,560.81
Senior Citizens	11	6,722.39
State of Florida Employees	66	25,821.78
Purple Heart	1	692.24
Employee Dependents	42	23,218.13
Dependent of Deceased Law Officer	1	1,657.38
Total	<u>151</u>	<u>\$70,672.73</u>

Community Education

College Employee	4	\$ 20.00
Senior Citizens	14	662.00
Total	<u>18</u>	<u>\$ 682.00</u>

Totals

Credit	151	\$70,672.73
Community Education	18	682.00
Total	<u>169</u>	<u>\$71,354.73</u>

Board Action Requested:

Approval

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

Report of Investments, Quarter Ending June 30, 2011

201.713, 11-12

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 (not less than 0), month of June 2011	0%
Interest earnings, quarter	\$0
Interest earnings, fiscal year to date	\$0

Short-term investments are maintained in the Florida State Board of Administration Florida PRIME investment pool (formally known as LGIP A).

Interest rate at June 30, 2011	0.23%
Interest earnings, quarter	\$ 3,400
Interest earnings, fiscal year to date	\$19,786

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

Fair value factor at June 30, 2011	79.0%
Interest earnings, quarter	\$(9,144)
Interest earnings, fiscal year to date	\$ 93,623

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 June 30, 2011	2.74%
Interest earnings, quarter	\$237,995
Interest earnings, fiscal year to date	\$867,496

Long-term investments are managed through the investment management services agreement with PFM Asset Management, LLC. 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	1.61 years
Yield-to-maturity at cost	1.95%
Earnings, quarter	\$76,545
Earnings, fiscal year to date	\$126,396

Interest Earnings Comparison:

Total interest earnings fiscal year to date 2010/2011	\$1,107,301
Total interest earnings fiscal year to date 2009/2010	\$1,250,291

Board Action Requested:

Approval of report

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

Annual Financial Report, Year Ended June 30, 2011

201.714, 11-12

The Annual Financial Report for the fiscal year 2010-2011 was completed and filed with the Division of Florida College on August 15, 2011. Highlights of the report include:

Revenue Highlights

➤ Operating Revenue

- Student Tuition and Fees increased \$2.8 million primarily due to the 8% increase in tuition rates and student enrollment increase in credit courses.
- Scholarship allowance increased by \$1.3 million, or 12.7%, primarily due to an increase in the funding received from Federal Pell Grants.

➤ Non-operating and Other Revenues and Gains

- State appropriations increased by \$1.6 million as a result of the increase in appropriated program funds to the college over the prior year.
- Gifts and Grants revenue increased by \$6.3 million attributable to increased state and federal scholarship and grant support (including state appropriated ARRA funds).
- Other Non-operating revenues increased by \$1.0 million principally due to a decrease in investment income.
- Capital appropriations and capital grants, contracts, gifts, and fees decreased by \$1.3 million, or 14.8 percent. This is due to decreased funding from prior year appropriated state funding for capital projects and other gifts and grants awarded to the college to support capital projects. Variances in capital appropriations from year to year are expected based on the methods the state legislature uses to allocate capital appropriations.

Expense Highlights

- The college provided a salary increase to all full-time and part-time personnel. Salary expenditures increased \$2.5 million and benefit expenditures increased \$739,000 over the prior year.
- Gross scholarship expenses increased by \$6.9 million mostly due to increases in Federal Title IV financial aid. Scholarship expenses, like tuition and fees, are also shown net of scholarship allowances (amounts received from other than students and third party payers).

Since scholarship allowances increased by \$1.3 million, net scholarship expenses increased by \$5.6 million.

- Utilities and communication expenses decreased by \$27,000 primarily due to the reduction in communication expenses of \$13,000, \$31,000 increase in heating fuel expenses, and \$45,000 decrease in electricity expense.
- Contractual services increased by \$765,000 as a result of purposefully increasing the usage of part-time employees.
- There was virtually no change in materials and supplies expenses from this year to last year.
- Depreciation expense increased by \$1.4 million primarily due to the capitalization of the Health Sciences renovation (building W) and Center for Emerging Technologies (Alachua Center) accepted as complete this fiscal year.

General Operating Fund (Fund 1) Highlights

- As a result of operations, reserve, board-designated, and unallocated fund balance increased by \$6.3 million to \$28.4 million.
- Cash, Cash Equivalents, and Investments at year-end were \$32.9 million.
- Operating Revenue Results: State \$34.3 million, Student \$33.0 million, and Other \$7.5 million
- Operating Expenditure Results: Personnel \$52.3 million, Current \$14.4 million, and Capital \$1.8 million.

Plant Fund (Fund 7) Highlights

- Fund Balance at year-end was \$9.1 million.
- Cash and Cash Equivalents at year-end were \$14.1 million.
- Construction Contract Commitments at June 30, 2011 total 2.0 million

Student Receivables

- At June 30 total net student receivables were \$4.2 million. These receivables are reported net of a \$463,812 allowance for uncollectible student accounts.

Board Action Requested:

Approval

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

2011-2012 Annual Budget, Unexpended Plant Fund (Fund 7)

201.715, 11-12

The Fund 7 (Unexpended Plant Fund) is used to account for resources that are available for the acquisition or construction of physical property to be used for institutional purposes and resources designated for the major repair and/or replacement of institutional property, as well as associated liabilities.

The fiscal year 2011-2012 budget details by project the allocated budgets by fund source.

PECO (Public Education Capital Outlay): The primary source of funding for construction, remodeling, renovation, and repair of college facilities and for site acquisition. This source of funds comes from state-issued bonds backed by utilities services taxes.

CO and DS (Capital Outlay and Debt Service): Another source of funding for construction or remodeling of college educational facilities. These funds are provided directly to the college from an allocation of license tag fees. The board may elect to expend the funds directly or participate in a state bond issue backed by these funds.

CIF (Capital Improvement Fee): These funds are collected from the board-approved discretionary student fee assessment to be used to maintain, improve, or enhance the educational facilities.

Matching Funds: These funds are generated from soliciting gifts from private sources and requesting and receiving matching funds from the state appropriations to build high priority instructional and community-related capital facilities. These funds can also be awarded through grants with matching requirements

Interest is earned by project on unexpended funds and is allocated monthly. Energy rebates are allocated to the energy conservation project budget as received.

Board Actions Requested:

- 1. Approval of the 2011-2012 Annual Fund 7 budget**
- 2. Approval to budget interest earnings and energy rebates to the related projects throughout the year as accumulated**

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

Study-Abroad Programs	101.79, 11-12
-- Ecuador: Quito, Turucu, and Rio Blanco - Spring 2012	
-- Ghana: Accra, Kokrobite, and Cape Coast - Summer A 2012	
-- China: Beijing and Xi'an - Summer A 2012	

Ecuador: Quito, Turucu, and Rio Blanco (Heather Hall): Spring, 2012

Cost: \$1,900 (includes airfare, accommodations, required activities, and some meals)

Course: ANT 2410, Cultural Anthropology

Instructional intent: To explore cultural anthropology and its standard research approach of participant observation in the field.

Course: ANT 2410, Cultural Anthropology, is designed to expand the cultural horizons, global awareness, and personal adaptive skills of the students who qualify. While living with indigenous peoples in Ecuador, students will experience a new and distinctive cultural reality, dramatically expanding their awareness of true cultural diversity and its necessity for the survival of the species. Students will also become familiar with the data collection technique of participant observation, which is the standard approach of anthropological research. This technique requires researchers to become immersed in the day-to-day activities of the people they are trying to understand. This course, through classroom, museum, and field experience, seeks to challenge the limits of students' cultural awareness and relevant applicable knowledge of the foundations of modern Ethnology.

Faculty leader: Heather Hall is an Assistant Professor of Anthropology at SF. She has traveled extensively throughout Europe, the Caribbean, South and Central America, as well as Hong Kong and other parts of China. She has co-lead six very successful study-abroad programs with SF, including study in Peru, Ecuador, Costa Rica, and Egypt. This will be her sixth return trip to Ecuador and the Turucu community, and third to the Rio Blanco community.

The capacity for this class is 16.

Ghana: Accra, Kokrobite, and Cape Coast (Heidi Lannon and Naima Brown), Summer A term 2012

Cost: \$3,561 for first five students; \$3,761 after five (includes airfare, accommodations, and some meals)

Courses: GEA 2420, Cultural Geography, and SYG 2000, Introductory Sociology (6 credits). Independent studies in geography or sociology are also encouraged.

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

Courses: GEA 2420, 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. Language, religion, populations, migration, colonization, urban and rural community structure and form, and agricultural practices are some of the aspects covered in this course. SYG2000 is Introductory Sociology, which provides an introduction to the scientific study of society. Students will examine the connection between social structures, social institutions, social forces, and human behavior. Throughout the course, the different sociological perspectives and research methods are emphasized and sociological principles will be applied to social life.

Dr. Heidi Lannon successfully led Santa Fe students on the study-abroad trip to Ghana during the summer A semester of 2011. Students participated in research on the impact of recent oil discoveries on Ghana, and wind and temperature variations at Kakum National Park. A survey on environmental awareness in Ghana was completed and a solar dehydrator was constructed to dry perishable agricultural products so they could be shipped to market. Dr. Lannon also participated in the study abroad trip to Costa Rica in 2010, and will be leading a trip to Costa Rica in spring 2012. She has a PhD in geography and urban planning and Masters in public administration and coastal management. She teaches Cultural and World Regional Geography at Santa Fe College and routinely takes students into the field as a component of physical geography.

Dr. Naima Brown led Santa Fe students on the study-abroad trip to Ghana in 2010. She gained first-hand knowledge of the country, cities, villages, and even the people 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.

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

China: Beijing and Xi'an (Li Ren-Kaplan and David Price): Summer A, 2012
Cost: \$3,385 (includes airfare, accommodations, required activities, and most meals)

Courses: HUM 2930, Special Topics in Humanities: China in Myth and Reality (Ren-Kaplan)
HUM 2410, Asian Humanities (Ren-Kaplan)
INR 2002, International Relations (Price)
CPO 2001, Comparative Politics (Price)

Instructional intent: To explore cultural anthropology and its standard research approach of participant observation in the field.

Courses: HUM 2930 and HUM 2410 will focus on general topics in the humanities of China that can be easily accomplished over a period of 12 days. Student skill outcomes to be developed include development of Chinese language skills and intercultural competency; student knowledge outcomes include basic introductions to the history, religions, and philosophy of China; familiarity with sites important to Chinese history and humanities; Chinese business and economy; and Chinese education, family life, dating, and sexuality. In addition, HUM 2410, Asian Humanities, will further explore China's relationship with other Asian countries and cultures by investigating their mutual influence through arts, religions, philosophies, and historical interaction. For example, as the capital city of Tang Dynasty when Chinese culture integrated with surrounding Asian cultures and as the

starting point of the Silk Road, Xi'an offers students tremendous opportunities to explore the dynamic relationships between China and other Asian countries.

INR2002 is the introductory course to the field of political science known as international relations. International relations is the study of interactions between countries and between countries and a host of what political science jargon calls "non-state actors." To better prepare Santa Fe's political science transfer students for success in upper level courses, SF's political science faculty chose to make international relations an inquiry and discourse, thereby requiring students to conduct discipline-specific original research as part of the course. Teaching this course with a study-abroad component enhances the learning outcomes of the course and provides a unique educational experience in international relations in several ways. First, visitors from one country to another, whether for educational purposes or tourism, fall into the category of "non-state actors." So, students will experience firsthand one of the areas of study in the course. This experience will be reinforced by the research paper assignment in the course, which will be for the students to analyze how the Chinese government presents China, its political system, and its history to foreign visitors, i.e. what image of itself does China want others to see. The research for this paper will be the observations students make and artifacts (promotional brochures, tour guides, souvenirs, etc.) that students collect at the various sights visited in China. Also, students will have the opportunity to observe firsthand a major discipline objective on the official course outline -- appreciation of the political challenges posed by contemporary globalization. It will be seen most directly in the visits to the Hong Qiao market and other areas, but also just in the overall environment of being in the capital of a country experiencing rapid economic growth and modernization.

CPO 2001 is the introductory course to the field of political science known as comparative politics, which is the study of political systems other than those in the U.S. (For those interested in the difference between the two courses INR and CPO, INR covers relations **between** actors in the global system, CPO examines relations **within** the political systems of other countries). It meets the Social Science A general education requirement, which has the following learning outcomes: develop the skills necessary for analysis, synthesis, evaluation, decision making, critical and creative thinking, and the creative process.

Faculty Leaders: Professor Li Ren-Kaplan holds a Ph.D. in intercultural communications, wherein she completed research in various media and government public-relations campaigns within China. She attended Peking University as an undergraduate, is fluent in Mandarin, and travels in China annually. She is personally familiar not only with the logistics of travel in China, but also with many important sites in Beijing. Professor Ren-Kaplan has successfully co-led a SF study-abroad program to Beijing in 2010 with Dr. Price.

Dr. David Price has an M.A. in political science with a concentration in international relations and a Ph.D. in history, for which he wrote a dissertation examining the initial creation of the international trading agreement (GATT) that laid the basis for contemporary economic globalization. He participated in SF's 2005 study-abroad trip to China under Professor Robin Hardee in part to gain basic familiarity with travel in China and leading study abroad groups. In 2010, Dr. Price and Professor Ren-Kaplan led a study-abroad trip very similar to this one.

The capacity for this program is 20.

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Note: All cost estimates, dates, and specific destinations within cities or regions are subject to change without further board approval. Trips may or may not occur, based on enrollment.

Board Action Requested: Approval

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

Deletion of Courses Not Taught in the Last Five Years

400.562, 11-12

The following course has not been taught in the last five years and has been purged from the Statewide Course Numbering System catalog inventory for Santa Fe College. This course has also been deleted from Santa Fe's in-house catalog inventory. With this deletion, the college remains in compliance with Rule 6A-10.0331, Florida Administrative Code, for the 2011-2012 academic year.

Catalog Purge 2011/2012

Course Number
HSC2149

Title
Pharmacology

Board Action Requested:

Approval

District Board of Trustees
September 20, 2011

Agenda Item: 6.3

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

Certification of IRS Form 990 for 2010 as Required of Direct Support Organizations 400.563, 11-12

In compliance with Florida Statute 1004.70, the board is asked to certify to the Florida Department of Education that the Santa Fe College Foundation has completed the appropriate IRS forms. The form submitted for certification is the federal IRS Return of Organization Exempt from Income Tax (Form 990) for 2010. Board certification is requested.

Board Action Requested:

Certification that the Santa Fe College Foundation has completed IRS Form 990 for 2010 in compliance with Florida Statute 1004.70

College Calendar for 2011-2012 - Spring Break Dates

414.62, 11-12

The college calendar was approved by the board in September 2010, then revised in April 2011 to comport with changes made to the University of Florida calendar. Since that time, the university changed the dates for spring break from the week of March 12, 2012, to March 5, 2012. Because students at both UF and SF are often jointly enrolled and the college and UF have full-time and part-time employees at both institutions, it is recommended that Santa Fe's spring break be moved to the week of March 5 through March 9, 2012. This revision will also require a change to the start date for B session from March 5 to March 12, 2012. The college further requests that the president be given the authority to hold harmless all employees who can satisfactorily document that they made non-refundable purchases prior to notification of the calendar change.

Board Action Requested:

Approval

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

Standard Form Clinical Facilities Use Agreement - Emergency Medical Services 408.1930, 11-12

The Emergency Medical Services program seeks to place its student in clinical rotations in order to gain valuable, direct experience. This standard agreement is similar to those used for other college programs, and provides ready access to facilities for EMS program students. As with other standard agreements, it is requested that the Provost and Vice President for Academic Affairs be given authority to sign these agreements. Any non-standard agreement would be presented to the board as an action item before execution.

Board Action Requested:

Approval of the Emergency Medical Services standard form agreement, and authorization for the Provost and Vice President for Academic Affairs to execute these standard agreements on behalf of the college without further review by the board. As they occur, the college will report to the board as information items the names of the entities entering into this standard agreement.

District Board of Trustees
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Agenda Item: 7.2

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

Second Amendment to Affiliation Agreement with Mayo Clinic Jacksonville -
Cardiovascular Technology and Echocardiography

408.1924, 11-12

This second amendment to the agreement with Mayo Clinic Jacksonville continues to provide internship experiences specifically for students in the Cardiovascular Technology and Echocardiography programs at Santa Fe. It also extends the term of the agreement for three years.

Board Action Requested:

Approval

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

Amendment 2 to Agreement with University of Florida for Administration of
Dental Programs

408.1925, 11-12

The purpose of this amendment is to cover increased costs associated with administration of the College's Dental Programs department, conducted in cooperation with the University of Florida. The College's program director and resident dentist are technically employees of the University of Florida in residence at Santa Fe. The malpractice insurance coverage for faculty and students in the program is also maintained through the University. The increase of \$25,000 will support increases in the cost of insurance, as well as increased costs for salaries and benefits, accreditation, and other administrative costs.

Board Action Requested:

Approval

District Board of Trustees
September 20, 2011

Agenda Item: 7.4

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

Memorandum of Understanding with Florida Drivers License and/or Motor Vehicle Record Data Exchange 408.1926, 11-12

The purpose of this agreement is to allow the college to access data held by the Florida Drivers License and/or Motor Vehicle Record Data Exchange for the purpose of establishing and verifying Florida residency for tuition purposes.

The agreement will be effective upon the last signature of the parties to this agreement and will remain in effect for three years.

Board Action Requested:

Approval

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

Letter of Agreement with MindEdge, Inc. - Continuing Education

408.1929, 11-12

Continuing Education would like approval to offer online courses in entrepreneurship, leadership, management, finance, nonprofit management, business communications, sustainable management, creativity and innovation, critical thinking, and customer service made available thru MindEdge, Inc. These courses are in subject areas where the college desires a broader set of offerings compared to the on-line courses already offered thru Ed2Go, Gatlin, and JER On-line. MindEdge has responsibility for the curriculum and teaching platform. Santa Fe College's Continuing Education program will assist with marketing the courses and will receive 40% of the retail cost for each student registered. MindEdge, Inc. is a Boston-based educational content provider, publisher, and supplier of online programs for adult learners, as well as graduate and undergraduate students within the higher education community.

Board Action Requested:

Approval

District Board of Trustees
September 20, 2011

Agenda Item: 7.6

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

Agreement with University Community Hospital, Inc., Tampa -
Cardiovascular Technology

408.1927, 11-12

This agreement with University Community Hospital will provide educational opportunities for students in the college's Cardiovascular Technology program at the agency's facilities as listed in the agreement.

Board Action Requested:

Approval

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

Merchant Agreement with Groupon for Kika Silva Pla Planetarium

408.1936, 11-12

The Kika Silva Pla Planetarium was approached by Groupon in late 2010 with the opportunity to not only advertise Santa Fe's facility to the North Florida community, but to offer special deals and incentives for attendance. This partnership has the potential to significantly increase public awareness of the Kika Silva Pla Planetarium. Other planetariums that have offered Groupons are the Adler Planetarium in Chicago, which sold over 2,352 family memberships, the New Jersey State Museum and Planetarium, and the Arizona Science Center in Phoenix.

The term of the agreement is for one year or the last date when a Groupon is redeemed. Expiration of the term of this agreement will not affect the purchaser's usage of the voucher or the college's obligation for redemption of the voucher. There is no cost to college.

Board Action Requested:

Approval

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

Center for Innovation in Advanced Development and Manufacturing -- Grant

409.1868, 11-12

The purpose of this project is to establish a Center of Innovation in Advanced Development and Manufacturing (the Center) as a public-private partnership that shares facility construction costs, facilitates medical countermeasure (MCM) product development, ensures domestic vaccine manufacturing surge capacity, and provides workforce development programs. This U.S.-based Center will be expected to provide on a routine basis, core services including advanced development and manufacturing capabilities for chemical, biological, radiological, and nuclear MCMs to address national preparedness and response priorities and needs. HHS/BARDA requires contractor(s) to provide new or renovated manufacturing facilities utilizing flexible manufacturing and modern platform technologies to produce pandemic influenza vaccine and MCMs for outbreaks of an emerging infectious pathogen or currently known or unknown threats. Additionally, the funding agency requires the contractor to provide workforce development training programs to enhance and maintain the U.S.-based ability to produce these MCMs. Santa Fe's role in year one will be to develop curriculum based on the new equipment purchased that will be incorporated into the courses as lab exercises in support of vaccine manufacturing.

This is a partnership between the National Alliance for Advanced Development and Manufacturing as fiscal agent, Santa Fe College, and other area partners. This is year one of a seven-year project.

The amount of funds requested from the U.S. Department of Health and Human Services and Biomedical Advanced Research and Development Authority for year one is \$1,966,868, with no matching funds from Santa Fe College.

Duration of this project is March 1, 2012, through February 28, 2013.

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.