



**The District Board of Trustees
Santa Fe College, Florida
Board Meeting of June 19, 2017, at 4 p.m.
Wattenbarger Student Services Building, Gainesville, Florida**

Agenda

Adoption of Agenda

Agenda Item: 1.1
418.549, 16-17

1. General Functions

Pledge of Allegiance

- 1.1 Adoption of Agenda for Board Meeting of June 19, 2017
- 1.2 Approval of Board Meeting Minutes of May 16, 2017
- 1.3 Board Meeting Schedule for 2017-2018

2. Information Items

- 2.1 President's Report
- 2.2 Strategic Planning
- 2.3 Organization of the Board for 2017-2018
- 2.4 Standard Health Sciences Clinical Affiliation Agreements with The Villages Health System, LLC and Barnes Healthcare of Florida, LLC d/b/a Barnes Healthcare Services
- 2.5 Interinstitutional Articulation Cooperative Agreement for Career Pathways with:
 - School Board of Madison County
 - School Board of Citrus County
 - School Board of Sumter County
 - School Board of Lafayette County
- 2.6 Extension to Agreement with Orlando Health, Inc.

3. Citizen's Requests

4. Consent Items

Personnel

- 4.1 Contract Staff (Faculty)
- 4.2 Contract Staff (Administrative and Professional)
- 4.3 Community and Continuing Workforce Education Staff
- 4.4 Career Service Staff

Agreements, Grants

- 4.5 Facilities Use and Training Personnel Agreement with The Sheriff of Alachua County
- 4.6 Student Support Services Grant
- 4.7 Carl D. Perkins Career and Technical Education (CTE) Postsecondary Programs, Section 132 Grant
- 4.8 Carl D. Perkins Postsecondary Rural and Sparsely Populated Grant
- 4.9 Criminal Justice Training Trust Funds Grant

4.10 Community College Administrator Program (CCAP) Grant – Pakistan Delegation

Finance Items

- 4.11 Report of Purchases for May 2017
- 4.12 Colonel Harry M. Hatcher, Jr., Property Survey 17-09
- 4.13 Acceptance of Donations, 17-07

5. Personnel Items

- 5.1 2017-2018 Salary Schedule
- 5.2 Addendum to Contract of Employment for Charles W. Clemons, Sr.

6. Facilities Items

- 6.1 Educational Plant Survey
- 6.2 Approval of College's Annual Capital Legislative Budget Request - Capital Improvement Plan (CIP)
- 6.3 FDOT Drainage Connection Permit and Addendum for Institute of Public Safety (IPS)

7. Finance Items

- 7.1 Fund 1 (Current Unrestricted) Revenue and Expenditure Budget Report for May 2017
- 7.2 Approval of 2017-2018 Operating Budget
- 7.3 Approval of 2017-2018 Unexpended Plant Fund Budget (Fund 7)
- 7.4 Permission to Write Off Uncollectible Accounts
- 7.5 User Fines and Fees Schedule
- 7.6 Credit and Postsecondary Adult Vocational Lab Fee Schedule for 2017-2018
- 7.7 Budget Amendment #3, 2016-2017 Operating Budget, Current Unrestricted (Fund 1)

8. General Institutional Items

- 8.1 International Travel
- 8.2 Advisory Committee Appointments for:
 - Automotive Technology
 - Cardiovascular Technology
 - Dental Programs
 - Educator Preparation Institute
 - Emergency Medical Services
 - Graphic Design and Multimedia Technology
 - Information Technology Education
 - Physical Therapist Assistant
 - Plumbing Technology
- 8.3 Certification of IRS Form 990 for 2015 as required by Direct Support Organizations
- 8.4 Acceptance of Financial Statements and Independent Auditors' Report for Santa Fe College Foundation
- 8.5 Direct Support Organization Certification of Santa Fe College Foundation Activity

9. Rules

- 9.1 Amended Rule 5.12: Smoking and Tobacco Use
- 9.2 Amended Rule 7.11: Student Fees and Refunds

10. Agreements/Grants

- 10.1 Nonexclusive Student Affiliation Agreement with Munroe HMA Hospital, LLC d/b/a Munroe Regional Medical Center for Respiratory Care
- 10.2 First Amendment to Nonexclusive Student Affiliation Agreement with Munroe HMA Hospital, LLC d/b/a Munroe Regional Medical Center for Computed Tomography
- 10.3 Third Amendment to Agreement for Temporary Employment Services with Temp Force, LLC
- 10.4 State of Florida Statewide School Readiness Provider Contract
- 10.5 State of Florida Statewide Voluntary Prekindergarten Provider Contract
- 10.6 Adult Education and Family Literacy – Adult General Education Grant
- 10.7 Adult Education and Family Literacy – Integrated English Literacy and Civics Education Grant
- 10.8 Cultural Programs General Support Grant

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

12. Adjournment

Board Action Requested

Approval

Approval of Board Meeting Minutes of May 16, 2017

401.540, 16-17

The minutes of the regular meeting of the District Board of Trustees of Santa Fe College held May 16, 2017, are presented for approval.

Board Action Requested

Approval

Board Meeting Schedule for 2017-2018

416.146, 16-17

Below is the proposed schedule of the Board of Trustees meetings for the 2017-2018 year. All meetings begin at 4 p.m.

2017-2018 Board Meeting Schedule

July 18, 2017	Watson Center
August	No Meeting
September 19, 2017	Northwest Campus
October 17, 2017	Perry Center
*November 14, 2017	Andrews Cultural Center
December	No Meeting
January 16, 2018	Kirkpatrick Center
February 20, 2018	Northwest Campus
March	No Meeting
April 17, 2018	Andrews Cultural Center
May 15, 2018	Northwest Campus
June 19, 2018	Northwest Campus
July 17, 2018	Watson Center

*All meetings are the third Tuesday of the month with the exception of the November 2017 meeting, which will meet on the second Tuesday.

Board Action Requested

Approval

President's Report

Information Item

The president will discuss a variety of information topics.

Calendar

July 18, 2017
4 p.m. Regular Board Meeting
 Watson Center

August 18, 2017
8:30 a.m. Convocation
 Fine Arts Hall

Strategic Planning

Information Item
419.48, 16-17

Dr. Lisa Armour, Vice President for Assessment, Research, and Technology, will discuss the strategic plan.

District Board of Trustees
June 19, 2017

Agenda Item: 2.3

Organization of the Board for 2017-2018

Information Item
416.147, 16-17

To be presented at the meeting.

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

Standard Health Sciences Clinical Affiliation Agreements with The Villages Health System, LLC and Barnes Healthcare of Florida, LLC d/b/a Barnes Healthcare Services

Information Item
408.2316, 16-17

The board has authorized the Provost and Vice President for Academic Affairs to execute standardized form agreements without further action by the board. Such an agreement to serve students in the Santa Fe College Biomedical Engineering Technology, Cardiovascular Technology, Clinical Laboratory Science, Diagnostic Medical Sonography, Health Services Administration, and Respiratory Care programs has been executed with the clinical facilities listed above.

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

Interinstitutional Articulation Cooperative Agreement for Career Pathways with:

Information Item
408.2317, 16-17

- School Board of Madison County
- School Board of Citrus County
- School Board of Sumter County
- School Board of Lafayette County

The certificates and 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 District Interinstitutional Articulation Cooperative Agreements between Santa Fe College and the School Board of Madison County, Santa Fe College and the School Board of Citrus County, Santa Fe College and the School Board of Sumter County, and Santa Fe College and the School Board of Lafayette County.

School Board of Madison County

Secondary Program

Postsecondary Program

Entrepreneurship	Business Entrepreneurship A.S. Office Administration A.S. Marketing Management A.S. Health Services Management A.S.
Allied Health Assisting	Cardiovascular Technology A.S. Dental Hygiene A.S. Diagnostic Medical Sonography A.S. Nuclear Medicine Technology A.S. Physical Therapy Assistant A.S. Respiratory Care A.S. Radiography A.S. Dental Assisting Certificate Surgical Technology Certificate
Industrial Biotechnology	Biotechnology Laboratory Technology A.S.
Web Development	Computer Information Technology A.S.
Early Childhood Education	Early Childhood Education A.S. Early Intervention Certificate

School Board of Citrus County

Secondary Program

Postsecondary Program

Biomedical Sciences	Biotechnology Laboratory Technology A.S.
Nursing Assistant	Cardiovascular Technology A.S. Dental Hygiene A.S. Diagnostic Medical Sonography A.S. Nuclear Medicine Technology A.S. Respiratory Care A.S.

School Board of Sumter County

Secondary Program

Postsecondary Program

Agriculture Biotechnology	Biotechnology Laboratory Technology A.S.
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School Board of Lafayette County

Secondary Program

Postsecondary Program

Digital Design	Business Entrepreneurship A.S. Office Administration A.S. Marketing Management A.S. Health Services Management A.S. Health Information Technology A.S. Legal Assisting A.S. Business Operations Management Certificate Office Specialist Certificate
Digital Design	Computer Information Technology A.S.
Nursing Assistant	Cardiovascular Technology A.S. Dental Hygiene A.S. Diagnostic Medical Sonography A.S. Nuclear Medicine Technology A.S. Physical Therapy Assistant A.S. Respiratory Care A.S. Radiography A.S. Dental Assisting Certificate Surgical Technology Certificate

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

Extension to Agreement with Orlando Health, Inc.

Information Item
408.2318, 16-17

An extension to the 2015 agreement with Orlando Health, Inc. will allow students in the Associate of Science in Cardiovascular Technology and Biomedical Engineering Technology Programs to participate in clinical training at this general acute care facility. The main agreement delegates authority to the Provost to sign, and this authority was exercised. The extension provides for two (2) additional years and may be canceled by either party with ninety (90) days written notice. Any cancellation is effective at the end of a current academic semester.

College Goal: Outreach and Access - Identify, assess, and meet community needs to promote open access to the college.

Citizen's Requests

423.55 16-17

Subject to exceptions set forth in Florida law, members of the public shall be permitted to be heard on a proposition pending before the board during this agenda item prior to the board taking action on the proposition. An individual wishing to be heard shall complete the Citizen's Request form maintained by the board secretary (College President) at least 15 minutes in advance of the meeting and shall be allotted up to three minutes to address any issues, whether the issue is on the board agenda or not; the board chair may allow limited extended time at the chair's discretion. If a group consisting of more than five individuals wishes to be heard on a subject, the group must designate a representative to speak on its behalf.

C O N S E N T

District Board of Trustees
June 19, 2017

Agenda Item: 4.1

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

Contract Staff (Faculty)

402.798, 16-17

The individuals listed below are being recommended for appointment for 2016-2017, as stated in the individual employee's contract.

Appointment

Full Time

Name

Julie Lindenmayer
BS Iowa State University

Position

Assistant Professor, Zoo Animal Technology

Part Time

Name

Kristina Barnard Norford
Ceri Borde
Leonard Cabrera
Elizabeth Frank
Meredith Moyer
John Pfeilsticker
Fnu Samiksha
Frank Schofield
Paul Sheats
Jonathan Welker
Terry Wollert

Board Action Requested

Approval

C O N S E N T

District Board of Trustees
June 19, 2017

Agenda Item: 4.2

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

Contract Staff (Administrative and Professional)

411.412, 16-17

The individuals listed below are being recommended for appointment for 2016-2017, as stated in the individual employee's contract.

Technical/Professional

Appointment

Full Time

Name

Brian Ledbetter
MPA, Troy University

Position

Advising Specialist

Karen Lopez Valero
BS, University of Carabobo

Admissions Specialist, International Student Services

Part Time

Name

Mohammed Al Meqdad
Stephanie Calo
Jamie Carroll
Kevin Castellanos
*David Hardy
Lu Liu
Samantha Ramos

Position

Specialist, Adult Education
Specialist, Adult Education
Specialist, Blount Learning Lab
Specialist, Zoo Animal Technology
Specialist, Upward Bound
Specialist, Adult Education
Specialist, Admissions

Promotion

Marina Jordan
BAS, Santa Fe College
*Gretchen Pendell
MA, Criminology Law and Society

Advising Specialist

Associate Director, IPS

*Grant Funded

Board Action Requested

Approval

C O N S E N T

**District Board of Trustees
June 19, 2017**

Agenda Item: 4.3

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

Community and Continuing Workforce Education Staff

404.449, 16-17

The individual listed below are being recommended for appointment for 2016-2017, as stated in the individual employee's contract.

**Community Education
Appointment
Part Time**

<u>Name</u>	<u>Program/Class</u>
William Avery Kelly IV	College for Kids
Randy McCormick	Painting
Carol Reardon	Painting

Board Action Requested

Approval

C O N S E N T

**District Board of Trustees
June 19, 2017**

Agenda Item: 4.4

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

Career Service Staff

403.540, 16-17

The individuals listed below are being recommended for appointment.

<u>Name</u>	<u>Position</u>
Gheorghe Nechifor	HVAC Mechanic

Board Action Requested

Approval

C O N S E N T

District Board of Trustees
June 19, 2017

Agenda Item: 4.5

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

Facilities Use and Training Personnel Agreement with The Sheriff
of Alachua County

408.2319, 16-17

The agreement with the Alachua Sheriff's Office (ASO) provides for support to and from ASO to the college's law enforcement programs at the Institute of Public Safety. Specifically, ASO requires the use of college facilities to conduct its in-service training and IPS expects the assistance of local law enforcement professionals to assist with Law Enforcement Advisory Committee activities and to coordinate and instruct in basic recruit, advanced, and specialized training programs. ASO will also provide the use of vehicles for training purposes and the donation of surplus tires. Florida law permits the intergovernmental interchange of public employees. The agreement is effective from July 1, 2017, through June 30, 2018.

Board Action Requested

Approval

C O N S E N T

District Board of Trustees
June 19, 2017

Agenda Item: 4.6

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

Student Support Services Grant

409.2150, 16-17

The purpose of this project is to provide supplementary support services to low-income, first-generation, or disabled college students in order to increase student success as measured by retention, graduation, and transfer rates. Individual counseling, tutoring, and other extensive work in the basic academic subjects (mathematics, sciences, reading, and writing) will be the substance of the program. An additional part of the program includes a 2-year/4-year initiative section, the purpose of which is to assist Santa Fe College project students in securing admission to and financial assistance for enrollment in four-year institutions of higher education. This is year three of a five-year project. This project will serve approximately 206 students per year.

The amount of funds requested from the U.S. Department of Education, Office of Postsecondary Education, for the third year is \$281,511. Total funding for the five-year project will be approximately \$1.4 million.

Duration of this project is September 1, 2017, through August 31, 2018.

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 Advancement, is authorized to execute any agreements and related documents associated with this grant.

C O N S E N T

District Board of Trustees
June 19, 2017

Agenda Item: 4.7

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

Carl D. Perkins Career and Technical Education (CTE)
Postsecondary Programs, Section 132 Grant

409.2151, 16-17

The purpose of this project is to fully develop the academic and career and technical skills of postsecondary education students who elect to enroll in career and technical education programs. This project provides assistance for student attainment of challenging state established technical skills proficiencies and attainment of an industry-recognized credential, postsecondary degree or certificate. Retention in or transfer to another two or four-year postsecondary institution, along with placement in postsecondary education, employment and/or military service will be emphasized. Another focus involves enrollment in and completion of CTE programs that lead to employment in nontraditional fields. Other special populations will also be served. The use of technology and contextual, integrated curriculum will be expanded. Connections between secondary and postsecondary education systems will be expanded. Business and industry partnerships will be incorporated. Approximately 4,000 will benefit from this program.

The amount of funds requested from the State of Florida, Department of Education, Division of Career and Adult Education is \$577,712, with no matching funds from Santa Fe College.

Duration of this project is July 1, 2017, through June 30, 2018.

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 Advancement, is authorized to execute any agreements and related documents associated with this grant.

C O N S E N T

District Board of Trustees
June 19, 2017

Agenda Item: 4.8

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

Carl D. Perkins Postsecondary Rural and Sparsely Populated
Grant

409.2152, 16-17

The purpose of this project is to develop more fully the career and technical skills of postsecondary rural students who elect to enroll in high-wage, high-skill, and/or high-demand occupations at the Santa Fe College Andrews Center and the Bradford-Union Technical Center in Bradford County with an emphasis on Information Technology or STEM Career Clusters. Funding for in-district and out-of-district travel will be included for postsecondary career and technical professional training in STEM and coordination of articulation and curriculum alignment. Recruitment and public awareness services will be available for career and technical education programs at the Bradford Union Technical Center (BUTC). Educational materials including science models, lab equipment, and supplies will be purchased for instructional and student use. Minor Technology Equipment will expand Information Technology and STEM-related learning experiences to CTE students and will help improve the record keeping and reporting needs for CTE instructors and staff. Funding for Inventoried Capital Outlay will be used to improve and expand the use of technology and strengthen the technical skills of postsecondary career and technical students in the nursing programs. Approximately 300 students will benefit from this program.

The amount of funds requested from the State of Florida, Department of Education, Division of Career and Adult Education is \$17,725 with no matching funds from Santa Fe College.

Duration of this project is July 1, 2017, through June 30, 2018.

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 Advancement, is authorized to execute any agreements and related documents associated with this grant.

C O N S E N T

District Board of Trustees
June 19, 2017

Agenda Item: 4.9

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

Criminal Justice Training Trust Funds Grant

409.2153, 16-17

The purpose of this project is to provide advanced and specialized training to approximately 1,068 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 & Professional Traffic Stops and Domestic Violence/Juvenile Sexual Offender, and other requested courses.

The amount of funds requested from the Florida Department of Law Enforcement is \$70,618, with no matching funds from Santa Fe College.

Duration of this project is July 1, 2017, through June 30, 2018.

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 Advancement, is authorized to execute any agreements and related documents associated with this grant.

C O N S E N T

District Board of Trustees
June 19, 2017

Agenda Item: 4.10

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

Community College Administrator Program (CCAP) Grant –
Pakistan Delegation

409.2154, 16-17

The purpose of this project is to implement a six-week study program in the United States for 16 officials with higher education planning responsibilities and administrators from postsecondary vocational and technical institutions. The six-week program is designed to familiarize college administrators from Pakistan with the structure and functions of the U.S. community college model as well as best practices in how these higher education institutions are administered. The program will consist of an initial one-week program focused on approaches of the U.S. community college sector and educational development issues, followed by a structured five-week program including topics such as: administration, governance, finance, student affairs and student services, program assessment, leadership technology, workforce development, community engagement, private sector partnership, and distance learning. This is the second of six delegations for this grant.

This project is a partnership between the Florida State University as fiscal agent and Santa Fe College as a subrecipient.

The amount of funds requested from the Department of State through the Bureau of Educational and Cultural Affairs (ECA) is \$53,719, with no matching funds from Santa Fe College.

Duration of this project is September 1, 2017, through December 30, 2018.

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 Advancement, is authorized to execute any agreements and related documents associated with this grant.

C O N S E N T

**District Board of Trustees
June 19, 2017**

Agenda Item: 4.11

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

Report of Purchases for May 2017

202.637, 16-17

Below are the total amounts and a summary of purchases for the month of May 2017.

Purchasing	\$2,073,318.79
Risk Management Consortium	<u>\$31,575.00</u>
Total	<u>\$2,104,893.79</u>

<u>P.O. No.</u>	<u>Amount</u>	<u>Procurement</u>	<u>Vendor</u>	<u>Class of Item-Department</u>
Y65580 (Fund 7)	\$ 67,561.00	Contract	Scherer Construction	Blount Center Interior Renovations Educational Center Upgrades
Y65625 (Fund 1)	\$ 127,608.73	Contract	Instructure	Canvas Learning Management System Information Technology
Y65650 (Fund 1)	\$ 106,500.00	Contract	Dell Marketing	Computers (100) Information Technology
Y65662 (Fund 1)	\$ 91,264.00	Exempt	Champion Solutions Group	Storage Area Network for Thin Client Information Technology
Y65799 (Fund 1)	\$ 41,193.50	Exempt	Turn-It-In	Originality Checking Software/ Service Distance Learning Support
Y65844 (Fund 1)	\$ 58,925.34	Contract	Dell Marketing	Computers (54) Information Technology
Y66145 (Fund 1)	\$ 150,912.29	Exempt	Dell Marketing	Microsoft Campus Agreement Information Technology
Y66168 (Fund 7)	\$ 215,187.00	Contract	D.E. Scorpio Corporation	B, E, and J Classroom Renovations Minor Renovation/Remodel
Y66173 (Fund 7)	\$ 41,378.00	Contract	Scherer Construction	Library Restroom Repairs General Maintenance

Y66175 (Fund 7)	\$ 39,147.00	Contract	D.E. Scorpio Corporation	CAP Renovation and Relocation Minor Student Services Renovation/Remodel
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\$ 909,676.86

Purchase orders for previously awarded bids/contracts: 6 (All Temp Force)	Amount: \$ 16,740.85
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Other Purchases \$0 - \$35,000.00 Number of purchase orders: 640	Amount: \$1,148,476.08
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Board Action Requested

Approval of report

C O N S E N T

District Board of Trustees
June 19, 2017

Agenda Item: 4.12

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

Colonel Harry M. Hatcher, Jr., Property Survey 17-09

200.904, 16-17

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

The Property Survey Committee met on May 30, 2017, 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
Missing	1	\$ 5,060.00	\$ 5,060.00	\$0.00
Surplus Property	3	38,667.24	38,667.24	\$0.00
Trade-In	1	7,468.00	7,468.00	\$0.00
TOTAL	<u>5</u>	<u>\$51,195.24</u>	<u>\$51,195.24</u>	<u>\$0.00</u>

Notes

Missing Property are items that were not found during the inventory process. They have been investigated by the SF Police Department and have not been located.

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

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

Board Action Requested

Approval

C O N S E N T

**District Board of Trustees
June 19, 2017**

Agenda Item: 4.13

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

Acceptance of Donations, 17-07

200.905, 16-17

John Then has donated the item listed below to the college's Fine Arts Programs.

Qty	Description	Cost
1	Welder, Easy Mig 100	200.00
	Total	<u>\$ 200.00</u>

Board Action Requested

Approval

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

2017-2018 Salary Schedule

405.121, 16-17

The proposed 2017-2018 salary schedule is submitted for review and approval by the board. The Santa Fe College salary schedule is established annually. The President recommends this schedule to the District Board of Trustees at the June board meeting, and, once adopted, it becomes the sole instrument used in determining employee compensation.

Board Action Requested

Approval

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

Addendum to Contract of Employment for Charles W. Clemons,
Sr.

411.413, 16-17

Charles W. Clemons, Sr., Vice President of Advancement, was elected to the Florida House of Representatives in November 2016. At his request, this proposed addendum modifies his contract of employment to reduce his college salary to avoid any duplicate payment.

Board Action Requested

Approval

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

Educational Plant Survey

412.1151, 16-17

The Educational Plant Survey is a systematic study of existing educational plants and the determination of future needs for the purpose of providing an appropriate educational program and service for each student. The reason for a survey is to formulate plans for housing educational programs, student population, faculty administrators, staff, and auxiliary and ancillary services of the college. The objective of a comprehensive fixed capital outlay plan is to propose a facilities project program for the college for a period of five years.

The survey includes a reconciliation of all physical space owned or leased by the college. The process for determining space needs uses student enrollment projections, space needs generation formulas, space utilization formulas, educational program information, and size of space and occupant design criteria. Full-time equivalent (FTE) student enrollment, academic program offerings, academic and institutional support are all important measures in calculating the space needs formula. The results of the formula identify unmet space needs and become the focus of survey recommendations. Survey recommendations can include site acquisition, site improvements, renovation, remodeling, and new construction. The survey must support the Capital Improvement Plan (CIP) and Project Priority List (PPL) that are required for requesting state funding.

At least every five years, each college board of trustees is responsible for arranging an Educational Plant Survey for its college based on sections 1013.03(10)(a)2 and 1013.31(1)(c), Florida Statutes and sections 3.1, 6.1(b)(d), 6.2, 6.3, 6.4, and 6.5 State Requirements for Educational Facilities (SREF). After review and approval of the report by the board, it is submitted to the Office of Educational Facilities, Department of Education. The survey provides the recommendations for fixed capital outlay funds provided by the state.

Board Action Requested

Approval of Educational Plant Survey

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

Approval of College's Annual Capital Legislative Budget Request -
Capital Improvement Plan (CIP)

412.1152, 16-17

Each year every college in the Florida College System is required to complete a capital Legislative Budget Request which consists of four parts:

1. A five year Capital Improvement Plan (CIP) identifying the need for construction of new educational facilities, as well as major additions, renovations, or repairs necessary to extend the useful life of buildings
2. State funds for operating costs for new facilities
3. Requests authorizing non-state funded projects to request state operating funds
4. College requests for reappropriation of state funds that need Legislative approval on an individual basis.

Projects included in the CIP must be based on the institutions most recent Educational Plant Survey. The Capital Improvement Plans are reviewed by the Division of Florida College's staff and recommendations are made to fund specific projects within the limits of available funds earmarked for public educational facilities.

Attached is the Capital Improvement Plan (CIP-2 Summary) for Santa Fe based on the 2017 Educational Plant Survey. This plan will serve as the legislative funding request for 2018-2019 Public Education Capital Outlay (PECO) funds that covers proposed renovation, remodeling and new construction for the next five years. Since this is an annual report, modifications can be made to the rolling five year plan each year. It is requested that the board approve the state funded projects included in the CIP Summary without further review by the board and any Requests for Operating Cost of New Facilities.

Board Action Requested

Approval of the state funded projects identified in the CIP-2 Summary to be included in Santa Fe's Florida College System Capital Improvement Plan

Approval of the Request for Operating Costs of New Facilities

Approval for the President to certify the completed 2018-19 Legislative Budget Request forms without further review by the board

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

FDOT Drainage Connection Permit and Addendum for Institute of
Public Safety (IPS)

412.1153, 16-17

A drainage connection permit is required in connection with the construction being done at IPS, and an addendum is required to address the indemnification clause in the permit.

Board Action Requested

Approval

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

Fund 1 (Current Unrestricted) Revenue and Expenditure Budget
Report for May 2017

201.823, 16-17

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 May 31, 2017.

The following summary provides a comparison of actual revenues and expenditures for 2016-2017 vs. 2015-2016.

	2016-2017		2015-2016	
	<u>Dollar Amount</u>	<u>Percent of Budget</u>	<u>Dollar Amount</u>	<u>Percent of Actual</u>
Revenue	75,457,562	94.34	70,895,586	92.91
Expenditures	69,952,053	77.38	63,399,518	85.51

Board Action Requested

Approval of report

District Board of Trustees
June 19, 2017

Agenda Item: 7.2

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

Approval of 2017-2018 Operating Budget

201.824, 16-17

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

Board Action Requested

Approval of 2017-2018 Operating Budget

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

Approval of 2017-2018 Unexpended Plant Fund Budget (Fund 7)

201.825, 16-17

Following the close of accounting records for fiscal year 2016-2017, the Unexpended Plant Fund budget (Fund 7) can be prepared. That budget will be presented for board approval at its September 2017 meeting. In the meantime, board approval is requested to expend from the Unexpended Plant Fund beginning July 1, 2017, as follows:

Projects approved in the 2016-2017 budget to the extent of balances carried forward, including interest and energy rebate earnings through June 30, 2017, at June 30;

Projects, for which PECO (Public Education Capital Outlay) funds are appropriated by the 2017 Florida legislature, and;

Projects, the college approves in the 2017-2018 Operating Budget as a transfer of funds to the Unexpended Plant Fund.

Board Action Requested

Approval of budget

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

Permission to Write Off Uncollectible Accounts

200.906, 16-17

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

<u>Type</u>	<u>Amount Requested to Write Off</u>	<u>Total Amount Awarded in 2015-2016</u>	<u>Percentage of Award amount to be Written Off</u>
<i>Other Uncollectible Accounts</i>			
Returned Check/Charges	\$5,986.71	N/A	N/A
Miscellaneous Non-Student Receivables	1,588.45	N/A	
Little School	2,501.30	\$544,869.72	0.46%
<i>Total Other Write-Offs</i>	<u>\$10,076.46</u>		<u>N/A</u>
<i>Student Accounts</i>			
Accounts Receivable			
Title IV	\$166,343.71	\$39,041,534.14	
Financial Aid Repayments	38,780.67	1,900,210.00	
Bright Futures	4,211.72	1,074,897.40	
Tuition Payment Plan	11,143.73		
Florida Prepaid	1,357.05		
Miscellaneous A/R	10,951.13		
<i>Subtotal Federal & State A/R</i>	\$232,788.01	\$42,016,641.54	0.55%
Tuition Deferrals			
Financial Aid Deferral	\$106,877.53	\$14,257,672.38	0.75%
Veterans Deferral	16,587.01	248,620.30	6.67%
<i>Total Student Write-Offs</i>	<u>\$356,252.55</u>	<u>\$56,522,934.22</u>	<u>0.63%</u>

Board Action Requested

Approval to Write Off Uncollectible Accounts

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

User Fines and Fees Schedule

200.907, 16-17

Florida Statutes Sections 1009.22 (9) *Workforce development postsecondary student fees* and 1009.23 (12) *Community college student fees* allow the assessment of user fees and fines. These fees shall not exceed the cost of the services provided and shall only be charged to persons receiving the service. At Santa Fe College, user fees and fines are assessed to students or the community members who engage in the services that, because of their nature, require special funding not provided by regular tuition.

Attached is the 2017-2018 schedule of all the user fees and fines charged by college with proposed changes identified per service. There have been no increases to any fees assessed in this schedule.

Board Action Requested

Approval of 2017-2018 User Fees and Fines Schedule

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

Credit and Postsecondary Adult Vocational Lab Fee Schedule for 2017-2018

200.908, 16-17

The attached credit and postsecondary adult vocational lab fee schedule is to be effective for the 2017-2018 academic year, beginning fall term 2017.

Methodology for Requesting and Assessing Laboratory Fees

Florida Statutes Sections 1009.22 (9) *Workforce development postsecondary student fees* and 1009.23 (12) *Community college student fees* allow the assessment of user fees. These fees shall not exceed the cost of the services provided and shall only be charged to persons receiving the service. At Santa Fe College, laboratory fees are assessed to students who are enrolled in classes that, because of their nature, require special funding not provided by regular tuition. Examples of items that would fall within the college's definition of "unusual costs" include but are not limited to the following:

- Specialized instructional software
- Specialized instructional equipment
- Equipment and software maintenance agreements
- Substantial photocopying
- Tutors, student assistants, and lab assistants
- Pass-through costs from third parties
- Instructional videos or tapes
- Instructor certification programs and required continuing education
- Liability insurance
- Hazardous materials-related charges
- Differential faculty pay when market adjustment is necessary

Fees are reviewed in academic departments on a rolling three year cycle with exceptions being made for fees associated with new courses or with substantial curriculum changes in existing courses. The college review cycle by academic department is as follows:

YEAR 1 (2017/2018)	YEAR 2 (2018/2019)	YEAR 3 (2019/2020)
Academic Foundations	English	Social & Behavioral Sciences
Information Technology Education	Institute of Public Safety	Business Programs
Mathematics	Natural Sciences	Sciences for Health Programs
Nursing Programs	Cardiovascular Technology & Sonography	Radiologic Programs
Humanities & Foreign Languages	Visual & Performing Arts	Library
Respiratory Care & Surgical Technology	Dental Programs	Construction & Technical Programs

YEAR 1 (2017/2018)	YEAR 2 (2018/2019)	YEAR 3 (2019/2020)
Student Development		EPI
Emerging Technologies		Education/Child Development

Fee requests or changes are initiated by the department's chair or director and submitted to the Office of the Provost and Vice President for Academic Affairs for review **at least 45 days** in advance of the college's June Board of Trustees' meeting. If approved by the provost, the lab fee form is forwarded to the Coordinator for Curriculum and Scheduling. The coordinator compiles the complete list of fees for the upcoming academic year and submits the list to the board at the June meeting for approval. All new and changed fees become effective with the fall term.

Accordingly, the college has followed its methodology and for 2017-2018 Lab Fee Schedule proposes only fee decreases.

Board Action Requested

Approval of 2017-2018 Lab Fee Schedule

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

Budget Amendment #3, 2016-2017 Operating Budget, Current Unrestricted (Fund 1)

200.826, 16-17

The third amendment to the Fund 1 (Current Unrestricted) Operating Budget is submitted for approval. Approval is requested to transfer \$12,030,000 to the Plant Fund (Fund 7) to fund the following projects:

- Institute of Technology-Welding Program Relocation & Expansion
- W Building Dental Program Renovation/Remodeling
- I Building Renovation/Remodeling of three existing Physics Lab Suites and the vacated ESL Suite conversion to Physical Labs and Classrooms
- Institute of Public Safety Equipment
- G Building Renovate vacated space by Developmental Education Programs to general classroom space
- E Auditorium Renovation/Remodel and Expansion
- Underground Utility Replacement and Upgrades Northwest Campus
- Downtown Property Acquisitions
- Reallocate \$1.9 Million previously transferred for Building R HVAC renovation to the above projects.

Board Action Requested

Approval of 2016-2017 Operating Budget Amendment #3, Approval to reallocate \$1.9 million previously transferred for Building R HVAC renovation to these projects and Approval to add these projects to the 2016-2017 Unexpended Plant Fund (Fund 7) Budget

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

International Travel

101.129, 16-17

The college is committed to international and intercultural education and globalization efforts. International education is an integral component of the college's mission, and the college seeks to create an environment where teaching and learning is augmented and enhanced by international study for faculty and by student-centered educational opportunities that prepare students for successful participation in the global community. International travel is just one of the ways in which the college's mission for international education is accomplished.

All international travel is subject to the rules and requirements stated in the existing rules, regulations, and guidelines. As the college is now increasing its international travel it has been determined that it would be a best practice for the board to have final approval of all recommended international travel, regardless of funding source or destination.

The college is seeking permission to allow the following to participate in international travel opportunities in the coming months:

Florida College Risk Management Consortium (FCSRMC) Executive Director, Mr. Chauncey Fagler, Travel to London, June 2017

The purpose of the travel is to attend the London RIMS Risk Management Academy at Lloyd's seminar. Mr. Fagler is one of the 25 Risk Management Executives invited to this invitation only event. There are no registration costs associated with this seminar. This travel was approved at the May 19, 2017 FCSRMC Operations Committee meeting.

Dr. Alejandra Maruniak travel to Brazil, July 14-August 16, 2017 *

Dr. Alejandra Maruniak, Professor of Biotechnology at the Perry Center for Emerging Technologies, will be travelling to the Universidade Estadual Paulista "Julio de Mesquita Filho" (UNESP) campuses in Araraquara, Assis, Botucatu, and Sao Paulo, Brazil in order to help set-up an international internship program for Santa Fe Biotechnology students. No travel alert or warning has been issued for Brazil. All travel in Brazil will occur through chartered bus or in the company of UNESP staff. This international travel will be funded by the U.S. Department of State via a Capacity Building Grant that Santa Fe College was awarded in May 2017. Dr. Maruniak is the grant project director.

Florida College Risk Management Consortium (FCSRMC) Executive Director, Mr. Chauncey Fagler and one other Consortium Board Member, Travel to London, December 2017

The purpose of the travel is to meet with the Lloyd's of London and various other London insurance markets to secure property coverage for the Consortium 27 member colleges. The 27 colleges represent \$8 billion in property, over 175 campuses, excess of 2400 buildings/contents including vehicles and watercraft.

This is the fifth year that the Executive Director and a Consortium board member have been approved by the Consortium board to make this trip. The Consortium board recognizes that this helps ensure proper coverage is solicited, at competitive rates for the colleges. Meetings with London insurance

markets are tentatively scheduled to occur during December 2017. This travel request was approved at the May 19, 2017 FCSRMC Operations Committee meeting.

* These are tentative travel dates. Tickets have yet to be purchased, and the departure and arrival dates will be contingent on securing the best travel rates.

Board Action Requested

Approval of International Travel

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

Advisory Committee Appointments for:	417.113, 16-17
Automotive Technology	
Cardiovascular Technology	
Dental Programs	
Educator Preparation Institute	
Emergency Medical Services	
Graphic Design and Multimedia Technology	
Information Technology Education	
Physical Therapist Assistant	
Plumbing Technology	

The advisory committee appointments are being recommended to the board effective July 1, 2017, through June 30, 2019. All individuals have been contacted and have agreed to serve for the two-year period.

Automotive Technology

New

Mr. Eric Duke, Service Manager, Parks Ford of Gainesville, Gainesville
Mr. Richard Feagle, Owner, Archer Automotive & Tire, Archer
Mr. Julian McDonald, Technician, Mercedes-Benz of Gainesville, Gainesville
Mr. Cliff White, Technician, Subaru of Gainesville, Gainesville

Renew

Mr. Steve Brotherton, Owner, Continental Imports, Gainesville
Mr. Ken Creel, Owner, AERSI, Gainesville
Ms. Amy Hoglund, Customer Relations Manager, Murray Chrysler Dodge Jeep Ram Superstore, Starke
Mr. Wes Hoy, Engineer, Proctor Engineering, Gainesville
Mr. Rob Hurlbert, Service Director, Gatorland Toyota, Gainesville
Mr. Dave Mays, Owner, Dave Mays Automotive, Gainesville
Mr. Frank McGeown, Owner, Star Import Service, Inc., Gainesville
Ms. Fran Ricardo, Publisher/ Consumer, Gainesville
Mr. Steve Tillman, Technician, City of Gainesville Fleet Management, Newberry

Outgoing

Mr. Jon Priest, Gainesville
Mr. Irvin Scott, Technician, Palm Gainesville Chevrolet, Gainesville
Mr. Phil Snyder, Williston
Mr. Chris Vought, Technician, BMW of Gainesville, Gainesville

Cardiovascular Technology

New

Mr. Earl Cannon, Cath Tech, North Florida/South Georgia Veterans Administration Medical Center, Gainesville
Ms. Chenoa Everidge, Echo Vascular Tech, Lake City Medical Center, Lake City
Ms. Sonya Fallon, Cath Tech, North Florida Regional Medical Center, Gainesville
Mr. Chris Ferrel, Echocardiographer, UF Health Shands Hospital, Gainesville

Mr. Rick Kerensky, Cardiologist, Cardiac & Vascular Institute, Gainesville

Ms. Sharon Stebbins, Cath Tech, North Florida Regional Medical Center, Gainesville

Ms. Katherine Taylor, Echo Tech, Gainesville Internal Medicine Physicians, Gainesville

Renew

Mr. Matthew Allen, Vascular Technologist, Shands at University of Florida, Gainesville

Mr. Joseph Belgrade, EP Tech, Shands at University of Florida, Gainesville

Ms. Jennifer Cannaday, RCS, RVSAAdjunct Faculty, Santa Fe College, Gainesville

Ms. Sandra Daughtry, Director, Non-Invasive Cardiology, North Florida Regional Medical Center, Gainesville

Ms. Jennifer Dorsey, Echo Technologist, North Florida/South Georgia Veterans Administration Medical Center, Gainesville

Mr. Dwayne Edwards, Gainesville

Mr. Jeff Farrar, Echo Tech, Shands at University of Florida Echo Lab, Gainesville

Ms. Christina Gomez, UF Health, Gainesville

Mr. Dominic Greco, Vascular Lab, North Florida / South Georgia Veterans Administration Medical Center, Gainesville

Dr. Scott Medley, Gainesville

Mr. John Palmer, Munroe Regional Medical Center, Ocala

Ms. Martha Robertson, Echo Lab, Cardiac & Vascular Institute, Gainesville

Ms. Reida Squires, Director, Cardiovascular Lab, North Florida Regional Medical Center, Gainesville

Mr. Michael Wehrli, Cardiovascular Technologist, Lake City Medical Center, Lake City

Ms. Carlee Welch, The Vascular Institute, Gainesville

Mr. Jeffrey Wright, Echo/Vascular Technologist, North Florida Regional Medical Center, Gainesville

Outgoing

Ms. Iris Alexander, Cardiovascular Manager, St. Joseph's Hospital, Tampa

Mr. Rudy Atkinson, Echo Lab, Ocala Regional Medical Center, Ocala

Dr. Mark Barrow, Melrose

Mr. Don Chapman, Cardiovascular Program Coordinator, North Florida / South Georgia Veterans Administration Medical Center, Gainesville

Mr. Jeevs Chittor, Echo Lab, Florida Hospital Flagler, Palm Coast

Mr. Sean Clifford, Boston Scientific, Quincy

Mr. Steve DeCubellis, Newberry

Mr. Alex Dominques, Boston Scientific, Quincy

Ms. Sandra Hart, Munroe Regional Medical Center, Ocala

Ms. Stacey Holton, Cath Lab Manager, Capital Regional Medical Center, Tallahassee

Ms. Ruby Lara, Echo Lab, Wolfson's Children's Hospital, Jacksonville

Ms. Gloria Nolan, Cath Lab Director, Ocala Regional Medical Center, Ocala

Mr. Eddie Sanchez, Accusan Imaging, Gainesville

Mr. Rusty Yates, Philips Medical Systems, Hampton

Dr. Edward Geiser, Gainesville

Dental Programs

New

Ms. Kelly Raulerson, Coordinator of Community Outreach Programs, University of Florida College of Dentistry, Gainesville

Ms. Stacie Wasylow, Dental Hygienist, c/o Dr. P. Samant, Gainesville

Renew

Dr. Brian Decker, Dentist, Gainesville

Dr. Timothy Garvey, Dentist, University of Florida College of Dentistry, Gainesville

Dr. Yvette Godet, Dentist, Gainesville

Ms. Richelle Janiec, Director Clinical Operations, UF College of Dentistry, Gainesville

Ms. Kelly Hough, Dental Assistant, c/o Dr. R. Parent, Gainesville

Dr. William Marchese, Dentist, Starke

Ms. Ruijuan Shi, Dental Hygienist, c/o Dr. L. Garrish, Gainesville

Outgoing

Ms. Sharon Cooper, Dental Hygienist, University of Florida College of Dentistry, Gainesville

Ms. Laura Guyer, UF Health Disparities Program, Gainesville

Educator Preparation Institute

New

Mr Mike Delucas, Principal, Buchholz HS, Gainesville

Renew

Mr. Will Calsam, SBAC Equity office Coordinator, Alachua County Public Schools, Gainesville

Ms. Isabel Carter, School Board of Alachua County, Alachua County Public Schools, Gainesville

Outgoing

Mr. Ernie Herrington, Principal, St. Frances High School, Gainesville

Ms. Ellen West, Gainesville

Mr. Earnest Williams, Principal, Bradford Middle School, Starke

Emergency Medical Services

New

Mr. Edward Crews, Director, ShandsCair, Gainesville

Ms Wendy Edmonds, Nurse Manager CICU / CCU, Shands at UF, Gainesville

Mr. Craig Skeath, EMS Coordinator, North Florida Regional Medical Center, Gainesville

Ms. Vicki Sullivan, Administrative Director, Emergency Services, North Florida Regional Medical Center, Gainesville

Ms. Wendy Swan, Emergency Department Nurse Manager, Shands at UF, Gainesville

Renew

Dr. Peter Gianas, Medical Director, Starke

Mr. Daniel Griffin, President, DJ Griffin Education, LLC, Gainesville

Chief Jeffrey Lane, Chief, Gainesville Fire Rescue, Gainesville

Chief William Northcutt, Chief, Alachua County Fire Rescue, Gainesville

Mr. Allen Parrish, Director, Bradford County EMS, Starke

Chief Harold Theus, Deputy Chief, Alachua County Fire Rescue, Gainesville

Outgoing

Ms. Staccie Allen, Director, ShandsCair, Gainesville

Ms. Paula Davis, Shands at UF, Gainesville

Ms. Sherry Lindsay, Clinical Nurse Educator, VISTA UF Health Shands Psychiatric Hospital, Gainesville

Captain Orrie "Bill" McCrea, Rescue Training Captain, Gainesville Fire Rescue, Gainesville

Ms. Pamela Thornton, Administrative Director, Emergency Services, North Florida Regional Medical Center, Gainesville

Graphic Design and Multimedia Technology

New

Ms. Jeannette Baer, Frankel Media, Newberry

Mr. Joseph Nicholson, Associate Director of Video Production, UF Health Lifelong Learning, Gainesville

Renew

Mr. Walton Dale, Graphic Designer, 160/90 Gainesville

Mr. Hector DeValle, Owner, Liquid Creative, Gainesville

Mr. Kyle Farris, Owner, GB Video, High Springs

Mr. DJ Head, Owner, Two-Head Video, Archer

Mrs. MaryBeth Head, Owner, Two-Head Video, Archer

Mrs. Jorgia McAfee, Owner, Elevens Productions, Gainesville
Mr. Dave Melosh, Video/Audio Producer, Medusa Studios, Gainesville
Mr. Carlos Morales, Web Services Communicore Building, UF and Shands, Gainesville
Mr. Chad Paris, CEO, Parisleaf, Gainesville

Outgoing

Mr. Greg Ash, Frankel Media, Newberry
Mrs. Channing Casey, Vice President, Operations, Frankel Media, Newberry
Ms. Jenn Norman, Accounts, Frankel Media, Newberry
Mr. Patrick Sanders, Creative, Developer, Parisleaf, Gainesville

Information Technology Education

New

Mr. Bouzid Choubane, State Pavement Material Engineer, Florida Department of Transportation (FDOT), Gainesville
Mr. Derek Criner, Human Resources Director, The Arc of Alachua County, Inc, Gainesville
Mr. Charles Holzschuher III, Pavement Performance Engineer, Florida Department of Transportation (FDOT), Gainesville

Renew

Mr. George Canova, Starke
Ms Jean Clark, IT Infrastructure Designer and Administrator, Sr, Clients Projects and Infrastructure Information Technology Gainesville Regional Utilities, Gainesville
Mr. Dan H. Cromer, UF/IFAS IT Director, UF/IFAS, Gainesville
Mr. Aaron Dixon, 352, Newberry
Mr. Ryan Frankel, CTO, Digital Brands Inc., Gainesville
Mr. Sajid Hasan, Director of Technology, Infinite Energy, Gainesville
Mr. Jeff Hoover, IT Director, Info Tech, Inc., Gainesville
Mr. Steve Kozakoff, Information Technology Director, UF Student Health, UF Student Health Care Center, Gainesville
Mr. Blake Mcleod, 352, Newberry
Mr. Chris Meyers, Systems Analyst and ISC Manager, James Moore & Company, P.L., Gainesville
Mr. Martin Smith, Rackspace Hosting, Gainesville
Mr. Brandon Vega, Associate Director, Development Services Enterprise Systems, University of Florida, Gainesville

Outgoing

Mr. John Bennett, Human Resources Director, The Arc of Alachua County, Inc, Gainesville
Mr. David Darus, IT Infrastructure & Administration Manager, Gainesville Regional Utilities, Gainesville
Mrs. Nancy lafrate, Career & Technical Education, School Board of Alachua County, Gainesville

Physical Therapist Assistant

New

Mr. Tony Cere, Kinetix PT, Gainesville
Mr. Scott Eddins, Kinetix PT, Gainesville
Ms. Jennifer Fogel, Staff Physical Therapist, UF Health Shands Rehab Hospital, Gainesville
Mr. Donald Frison, Staff PTA, UF Health Shands Rehab Hospital, Gainesville
Mr. Jeffery Gilliam, Staff Physical Therapist, CCCE Clinical Manager, ReQuest PT, Gainesville
Ms. Kathleen Hastings, North Florida Regional Medical Center, Gainesville
Ms. Laura Herndon, Rehab. Manager, North Florida Regional Medical Center, Gainesville
Ms. Lauren Lehman, CI and Adjunct Professor, Gainesville Physical Therapy and Wellness, Gainesville
Dr. Bill McGehee, PhD., Director of clinical education for UF PT, UF, Gainesville
Ms. Neda Mitova-Caneva, Therapist, Shands/UF Health Rehab. Hospital, Gainesville

Mr. Santiago Villami, Rehab. Manager, Request PT, Gainesville

Renew

Dr. Jenny Amsinger, UF Health Rehab Hospital, Gainesville

Mr. Herb Anding, PT, Clinical Director, The Orthopaedic Institute, Gainesville

Ms. Margaret Nonnemacher, Director of Clin Ed, University of St. Augustine, St. Augustine

Ms. Christina Pettie, Manager, Shands Rehab at Magnolia Parke, Gainesville

Mr. Bruce Sack, Owner, New Day Wellness, Gainesville

Mr. Mark Ward, North Florida/South Georgia Veterans Health System, Gainesville

Outgoing

Ms. Gwenda Creel, PT, UF, Gainesville

Mr. Tim Day, PT, Director, ReQuest Physical Therapy, NFRMC, Gainesville

Mr. Ben Doody, Orthopaedic Sports Medicine Institute, UF, Gainesville

Mr. Todd McGowan, Rehab Director, Gentiva, Gainesville

Dr. Tim Shay, Shands Rehab Center, Gainesville

Plumbing Technology

New

Mr. Rocky Arledge, Titledown Plumbing, Gainesville

Mr. Preston Nazworth, Quality Plumging, Gainesville

Renew

Mr. Nate Bazinet, Owner, Sunshine Plumbing, Gainesville

Mr. Bryan Nazworth, Quality Plumbing, Gainesville

Mr. Josh Scarborough, Owner, Scarborough Plumbing, Gainesville

Mr. Shawn Scott, Mike Scott Plumbing, Hernando

Mr. Tom Smith, WW Gay Mechanical Contractors, Gainesville

Outgoing

Mr. Robert Faulkner, Premier Plumbing, Alachua

Mr. Sam Nadler, Keystone Plumbing, Starke

Board Action Requested

Approval.

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

Certification of IRS Form 990 for 2015 as required by Direct Support Organizations

400.637, 16-17

In compliance with Florida Statute Section 1004.70, the board is asked to certify to the Florida Department of Education, Bureau of Budget Management, 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 2015. Board certification is requested.

Board Action Requested

Certification that the Santa Fe College Foundation has completed IRS Form 990 for 2015 in compliance with Florida Statute Section 1004.70

District Board of Trustees
June 19, 2017

Agenda Item: 8.4

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

Acceptance of Financial Statements and Independent Auditors'
Report for Santa Fe College Foundation

400.638, 16-17

Attached are the Financial Statements and Independent Auditors' Report dated December 31, 2016, for the Santa Fe College Foundation.

Board Action Requested

Approval of report

District Board of Trustees
June 19, 2017

Agenda Item: 8.5

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

Direct Support Organization Certification of Santa Fe College
Foundation Activity

400.639, 16-17

In compliance with Florida Statute Section 1004.70, on July 1 of each year the board is asked to certify that the Santa Fe College Foundation is operating in a manner consistent with the goals of Santa Fe College and the best interest of the state. Certification is requested.

Board Action Requested

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

College Goal: 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.

Amended Rule 5.12: Smoking and Tobacco Use

410.537, 16-17

The proposed changes to Rule 5.12 would eliminate designated smoking areas on college premises, making Santa Fe College completely tobacco free. All shared governance groups have provided feedback and support for this initiative. This change will help the college remain consistent with other Florida colleges and universities across the State. Upon approval, the proposed changes will begin in the fall of 2017. For the first year, the primary goal will be to inform the college community of the policy changes as well as the resources available to them. Once the communications strategy is complete, violations of this policy may result in a referral to the Student Conduct Officer and employment supervisors for disciplinary or administrative actions.

Board Action Requested

Approval

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

Amended Rule 7.11: Student Fees and Refunds

410.538, 16-17

The Florida Legislature did not approve any changes to the standard tuition rate for both lower and upper division credit courses (Advanced and Professional, Postsecondary Vocational, Developmental Education, and Educator Preparatory), and non-credit courses (Postsecondary Adult Vocational) offered by the college at this time. The college does not assess the current maximum tuition and discretionary fee rates.

The college is recommending a decrease in the Non-Florida Resident Tuition and associated discretionary fees as presented for approval in the amendment to Rule 7.11. The change to fees will be effective with the beginning of fall term registration.

Board Action Requested

Approval

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

Nonexclusive Student Affiliation Agreement with Munroe HMA
Hospital, LLC d/b/a Munroe Regional Medical Center for
Respiratory Care

408.2320, 16-17

A renewal of the agreement with Munroe Regional Medical Center in Ocala, FL, originally signed in 2000, will allow students in the Respiratory Care program to continue to train at this general acute care facility, managed by Community Health Systems, Inc. The agreement is for three (3) years and may be canceled by either party with thirty (30) days written notice. Any cancellation is effective at the end of a current academic semester.

Board Action Requested

Approval

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

First Amendment to Nonexclusive Student Affiliation Agreement
with Munroe HMA Hospital, LLC d/b/a Munroe Regional Medical
Center for Computed Tomography

408.2321, 16-17

An amendment to the agreement with Munroe Regional Medical Center in Ocala, FL will allow students in the Computed Tomography program to administer contrast dye and media under the direct supervision of their clinical instructor/preceptor during clinical training assignments.

Board Action Requested

Approval

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

Third Amendment to Agreement for Temporary Employment
Services with Temp Force, LLC

408.2322, 16-17

The college entered into an agreement for temporary employment services with Temp Force, LLC, in May 2012. This agreement was first amended in conjunction with the Affordable Care Act in November 2014 and again in June 2016 to broaden the scope of services beyond college-owned locations. This third amendment renews the agreement for an additional five-year term, modifies the parameters surrounding the use of golf carts on campus by Temp Force talent, and addresses safety concerns and public records requirements.

Board Action(s) Requested

Approval

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

State of Florida Statewide School Readiness Provider Contract

408.2323, 16-17

The Early Learning Coalition of Alachua County disseminates state money in the form of childcare subsidies to contracted providers for low income and working-poor families. The new statewide contract in front of you for your consideration is an agreement for the Santa Fe Little School to provide childcare services to children of qualified families, as determined by the Early Learning Coalition. The Early Learning Coalition will handle all eligibility determinations and paperwork with the families and then issue qualified families a voucher for childcare. Qualified families who choose to enroll at the Little School, on a space available basis, will be enrolled. At the end of each month, the Little School will provide attendance information for those children of qualified families and the Early Learning Coalition will pay the agreed upon daily rate for those children. Since the daily rate that the Early Learning Coalition will pay is less than we charge, we will charge the difference to those families. This is standard practice. We expect to have space to enroll up to 15 children through the Early Learning Coalition. A partnership like this with the Early Learning Coalition opens up many opportunities for our staff and our center. We will be included in trainings, workshops, and many other professional development options that are only available to contracted childcare providers. This agreement to provide services for children from financially needy families does not obligate any financial resources from Santa Fe College.

Board Action Requested

Approval

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

State of Florida Statewide Voluntary Prekindergarten Provider
Contract

408.2324, 16-17

The Early Learning Coalition disseminates state money allocated for the Voluntary Prekindergarten (VPK) programs. This contract outlines the agreement between the Early Learning Coalition and the Santa Fe Little School to provide VPK services to eligible children (must be four years old by September 1st). The Early Learning Coalition will handle all eligibility determinations and paperwork with the families and then issue qualified families a Certificate of Eligibility for Voluntary Prekindergarten. Qualified families who choose to enroll at the Little School, on a space available basis, will be enrolled. At the end of each month, the Little School will provide attendance information for those children of enrolled families and the Early Learning Coalition will pay the agreed upon daily rate for those children. We will have space to enroll 20 children in the VPK program. This agreement to provide a Voluntary Prekindergarten educational program for qualified children does not obligate any financial resources from Santa Fe College.

Board Action Requested

Approval

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

Adult Education and Family Literacy – Adult General Education Grant

409.2155, 16-17

The purpose of this project is to assist adults in becoming literate and obtaining the knowledge and skills necessary for employment and self-sufficiency, assist adults who are parents in obtaining the educational skills necessary to become full partners in the educational development of their children, and to assist adults in completing high school or the equivalent. Approximately 600 students will be served by this project. This is year one of a three-year funding cycle.

The amount of funds requested from the State of Florida, Department of Education, Division of Career and Adult Education is \$228,338, with no matching funds from Santa Fe College.

Duration of this project is July 1, 2017, through June 30, 2018.

Operating budget impact: None

Board Action Requested

Approval

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

Adult Education and Family Literacy – Integrated English Literacy
and Civics Education Grant

409.2156, 16-17

The purpose of this project is to provide English literacy programs linked to civics education to help individuals of limited English proficiency achieve competence in the English language and achieve US Citizenship and/or register to vote if these are their goals. Additionally, this project focuses on assisting students in becoming knowledgeable of support agencies in the community and in becoming partners in their children's education. This project plans to serve approximately 150 students. This is year one of a three-year funding cycle.

The amount of funds requested from the State of Florida, Department of Education, Division of Career and Adult Education is \$34,777, with no matching funds from Santa Fe College.

Duration of this project is July 1, 2017, through June 30, 2018.

Operating budget impact: None

Board Action Requested

Approval

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

Cultural Programs General Support Grant

409.2157, 16-17

The purpose of this project is to present a series of award winning cultural programs that offer a creative mix of visual arts, literature, music and dance. The premier event in this series is the annual SF Spring Arts Festival. Building on the vision of the Florida Division of Cultural Affairs, designed to have statewide impact, the program goals are the following: 1) to create vibrant accessible events to engage audiences and inspire participation in the arts; 2) to encourage emerging artists and grow audiences for the arts by creating high quality programs utilizing venues in Alachua and Bradford counties; 3) to present artists and writers relevant to Florida and Florida's citizens to create an appreciation of the arts and Florida's rich history; 4) to engage children and youths in the arts, thus fostering participation and appreciation in the arts by all of our citizens; and 5) to provide economic growth to Florida through strong arts events and economic success for Florida artists.

The amount of funds requested from the State of Florida, Division of Cultural Affairs, is \$33,262, with an in-kind match of \$311,660 from existing college budget which is required by the funding agency for this level of grant request.

Duration of this project is July 1, 2018, through June 30, 2019.

Operating budget impact: From existing college budget

Board Action Requested

Approval

District Board of Trustees
June 19, 2017

Agenda Item: 11

Santa Fe College Foundation Liaison Update and Board Members' Remarks
