



**The District Board of Trustees
Santa Fe College, Florida
Board Meeting of June 19, 2018, at 4 p.m.
Wattenbarger Student Services Building, Gainesville, Florida**

Agenda

Adoption of Agenda

Agenda Item: 1.1
418.558, 17-18

1. General Functions

Pledge of Allegiance

- 1.1 Adoption of Agenda for Board Meeting of June 19, 2018
- 1.2 Approval of Board Meeting Minutes of May 15, 2018
- 1.3 Board Meeting Schedule for 2018-2019

2. Information Items

- 2.1 President's Report
- 2.2 Strategic Planning
- 2.3 Organization of the Board for 2018-2019
- 2.4 Tourism Product Development Program – Spring Arts Festival – Grant

3. Citizen's Requests

4. Consent Items

Personnel

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

Agreements, Grants

- 4.5 Facilities Use and Training Personnel Agreement with the Sheriff of Alachua County
- 4.6 Carl D. Perkins Career and Technical Education (CTE) Postsecondary Programs, Section 132 Grant
- 4.7 Carl D. Perkins Postsecondary Rural and Sparsely Populated Grant
- 4.8 Criminal Justice Training Trust Funds Grant
- 4.9 North Central Florida Educational Talent Search Project Grant (Year 2)
- 4.10 Student Support Services Grant (Year 4)
- 4.11 Upward Bound Program Grant (Year 5)

Finance Items

- 4.12 Report of Purchases for May 2018
- 4.13 Colonel Harry M. Hatcher, Jr., Property Survey 18-06

5. Personnel Items
 - 5.1 2018-2019 Salary Schedule; 2017-2018 Authorization to Distribute Supplement
 - 5.2 Addendum to Contract of Employment for Charles W. Clemons, Sr.

6. Facilities Items
 - 6.1 Approval of College's Annual Capital Legislative Budget Request - Capital Improvement Plan (CIP)
 - 6.2 E Auditorium Renovation/Remodel - Architectural Services Agreement with Brame Heck Architects, Inc.

7. Finance Items
 - 7.1 Fund 1 (Current Unrestricted) Revenue and Expenditure Budget Report for May 2018
 - 7.2 Approval of 2018-2019 Operating Budget
 - 7.3 Approval of 2018-2019 Unexpended Plant Fund Budget (Fund 7)
 - 7.4 Permission to Write Off Uncollectible Accounts
 - 7.5 Agreements for Collection Services of Delinquent Student Accounts with:
Continental Service Group d/b/a ConServe
Williams and Fudge, Inc.
 - 7.6 User Fines and Fees Schedule

8. General Institutional Items
 - 8.1 Amended College Calendar for 2018-2019
 - 8.2 College Calendar for 2019-2020
 - 8.3 International Travel
 - 8.4 Advisory Committee Appointments for:
Accounting Bachelor of Science Program
Automotive Service Technology
Biomedical Engineering Technology
Biotechnology Laboratory Technology
Building Construction
Clinical Laboratory Science
Kika Silva Pla Planetarium
Legal Assisting
Nuclear Medical Technology
Organizational Management
Perry Center for Emerging Technology
Respiratory Care Technology
 - 8.5 Acceptance of Financial Statements and Independent Auditors' Report for Santa Fe College Foundation
 - 8.6 Direct Support Organization Certification of Santa Fe College Foundation Activity

9. Rules
 - 9.1 Amended Rule 3.9: Employment Contracts
 - 9.2 Amended Rule 7.11: Student Fees and Refunds

10. Agreements/Grants

- 10.1 Third Amendment to Dual Enrollment Articulation Agreement with the School Board of Alachua County
- 10.2 First Amendment to the Dual Enrollment Articulation Agreements with Private Schools (Standard Template)
- 10.3 State of Florida Statewide School Readiness Provider Contract
- 10.4 State of Florida Statewide Voluntary Prekindergarten Provider Contract
- 10.5 Bulletproof Vest Partnership Grant
- 10.6 Cultural Programs General Support Grant
- 10.7 Collaborative Research: Making IT Count: Envisioning a CSP+ for Community Colleges – National Science Foundation 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 15, 2018

401.549, 17-18

The minutes of the regular meeting of the District Board of Trustees of Santa Fe College held May 15, 2018, are presented for approval.

Board Action Requested

Approval

Board Meeting Schedule for 2018-2019

416.150, 17-18

Below is the proposed schedule of the Board of Trustees meetings for the 2018-2019 year. All meetings begin at 4 p.m.

2018-2019 Board Meeting Schedule

July 17, 2018	Watson Center
August	No Meeting
September 18, 2018	Northwest Campus
October 16, 2018	Perry Center
* November 13, 2018	Andrews Cultural Center
December	No Meeting
January 15, 2019	Northwest Campus
February 19, 2019	Blount Center
March	No Meeting
April 16, 2019	Watson Center
May 21, 2019	Northwest Campus
June 18, 2019	Northwest Campus
July 16, 2019	Davis Center

* All meetings are the third Tuesday of the month with the exception of the November 2018 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 17, 2018 4 p.m.	Regular Board Meeting Watson Center
July 17, 2018 5:30 p.m.	Board Dinner Blue Water Bay Restaurant
August 21, 2018 8:30 a.m.	Convocation Fine Arts Hall
September 18, 2018 4 p.m.	Regular Board Meeting Northwest Campus

Strategic Planning

Information Item
419.57, 17-18

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

District Board of Trustees
June 19, 2018

Agenda Item: 2.3

Organization of the Board for 2018-2019

Information Item
416.151, 17-18

To be presented at the meeting.

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

Tourism Product Development Program – Spring Arts Festival –
Grant

Information Item
409.2194, 17-18

This Foundation project will enhance the Santa Fe College Spring Arts Festival which has consistently demonstrated potential to aid in the development of the tourism economy for Alachua County. The Spring Arts Festival provides residents of Alachua County and visitors from across the United States the opportunity to appreciate works of arts by some of the country's finest artists, attracting more than 90,000 visitors each year. Forty percent of the requested funds are targeted for out-of-county advertising.

The amount of funds requested from the Alachua County Tourist Development Council to the Foundation is \$50,000.

Duration of this Foundation project is October 1, 2018, through September 30, 2019.

This item is an information item rather than a voting item for the Board of Trustees because it is a Foundation grant and is solely administered by and through the Santa Fe College Foundation, Inc.

Operating budget impact to Santa Fe College: None.

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

Citizen's Requests

423.64, 17-18

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 fifteen 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, 2018**

Agenda Item: 4.1

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

Career Service Staff

403.548, 17-18

The individuals listed below are being recommended for appointment.

Appointment

<u>Name</u>	<u>Position</u>
Stephenie Annarumma	Administrative Assistant, Financial Aid
Antonio Pareja Sanchez	Senior Accounting Specialist, Financial Aid
Ronald Mills	Program Support Specialist, Blount Student Services

Promotion

<u>Name</u>	<u>Position</u>
Timothy Modisette	Desktop Computer Specialist – User Support

Board Action Requested

Approval

C O N S E N T

District Board of Trustees
June 19, 2018

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)

411.425, 17-18

The individuals listed below are being recommended for appointment for 2017-2018, as stated in the individual employee's contract.

Technical/Professional

Appointment

Full Time

<u>Name</u>
Alexandra Rosado <i>MBA, University of Central Florida</i>
James Schindler <i>BA, Indiana University</i>

<u>Position</u>
Associate Director, Financial Aid
Coordinator, Career and Job Placement Services, College Placement

Part Time

<u>Name</u>
Amanda Catron

<u>Position</u>
Specialist, Adult Education

Promotion

<u>Name</u>
Lee Delaino
Ulysses Fann
Jose Gasteazoro

<u>Position</u>
Director, Learning Commons
Interim Manager, Systems and Datacenter
Senior Network/Computer Specialist

Board Action Requested

Approval

C O N S E N T

District Board of Trustees
June 19, 2018

Agenda Item: 4.3

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

Contract Staff (Community and Continuing Workforce Education Staff)

404.455, 17-18

The individuals listed below are being recommended for appointment for 2017-2018, as stated in the individual employee's contract.

Community Education

Appointment

Part Time

<u>Name</u>	<u>Program/Class</u>
Rebecca Baier	College for Kids
Montana Erwin	College for Kids
Simone Hudson	College for Kids
Wanda Lloyd	Dance
Rachel Ricker	College for Kids
Tessa Ricker	College for Kids

Continuing Workforce Education

Appointment

Part Time

<u>Name</u>	<u>Program/Class</u>
Angela Urtnowski	Health Occupations/IV Therapy
Anna Wendt	Health Occupations/IV Therapy

Board Action Requested

Approval

C O N S E N T

**District Board of Trustees
June 19, 2018**

Agenda Item: 4.4

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

Contract Staff (Faculty)

402.810, 17-18

The individuals listed below are being recommended for appointment for 2017-2018, as stated in the individual employee's contract.

Appointment

Part Time

Name

William Battle
Kwan Sun Cho
Chris Discenza
Yanxia Liu
Charles Major

Board Action Requested

Approval

C O N S E N T

District Board of Trustees
June 19, 2018

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

408.2374, 17-18

This agreement is a continuation of the relationship between the Alachua County Sheriff's Office (ASO) and the College's law enforcement programs at the Institute of Public Safety. Specifically, ASO requires the use of SF facilities to conduct its in-service training and IPS expects the assistance of local law enforcement professionals to assist with the Law Enforcement Advisory Committee 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. If approved, the agreement will be effective from July 1, 2018, through June 30, 2023.

Board Action Requested

Approval

C O N S E N T

District Board of Trustees
June 19, 2018

Agenda Item: 4.6

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

409.2195, 17-18

The purpose of this project is to fully develop the academic, career, and technical skills of postsecondary education students who elect to enroll in Career and Technical Education (CTE) Programs. This project provides assistance for student attainment of challenging state-established technical skills, proficiencies, and an industry-recognized credential, certificate, or postsecondary degree. 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. The use of technology and contextual, integrated curriculum, as well as connections between secondary and postsecondary education systems, will be expanded. Business and industry partnerships will also be incorporated. Further, this project will also focus on enrollment in and completion of CTE programs that lead to employment in nontraditional fields. Approximately 4,000 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 \$534,964, with no matching funds from Santa Fe College.

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

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, 2018

Agenda Item: 4.7

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

Carl D. Perkins Postsecondary Rural and Sparsely Populated Grant

409.2196, 17-18

This project will more fully develop 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 (BUTC) in Bradford County, with an emphasis on Information Technology or Science, Technology, Engineering and Math (STEM) Career Clusters. Funding for in-district and out-of-district travel will be included for postsecondary career and technical professional training in STEM fields and the coordination of articulation and curriculum alignment. Recruitment and public awareness services will be available for career and technical education programs at the BUTC and 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 Career and Technical Education (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 \$17,837, with no matching funds from Santa Fe College.

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

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, 2018

Agenda Item: 4.8

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

Criminal Justice Training Trust Funds Grant

409.2197, 17-18

This grant is meant to provide advanced and specialized training to approximately 1,050 law enforcement, correctional, and probation and parole officers in the College's service district. The project may include courses such as Hostage Negotiations, Instructor Techniques, Breath Test Operation, Speed Measurement, Defensive Tactics Instruction, Crisis Intervention Team Training, Field Officer Training, Line Supervision, Stress Management Techniques, Advanced Report Writing, Emergency Preparedness for Correctional Officers, Profiling and Professional Traffic Stops, and Domestic Violence/Juvenile Sexual Offender Training, and other requested courses.

The amount of funds requested from the Florida Department of Law Enforcement is \$84,000, with no matching funds from Santa Fe College.

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

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, 2018

Agenda Item: 4.9

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

North Central Florida Educational Talent Search Project Grant
(Year 2)

409.2198, 17-18

The purpose of this project is to provide educational services and information to 680 low income/potential first-generation college students in grades 9-12 in order to encourage them to complete high school and enroll in postsecondary education. The Talent Search Project provides academic advisement, workshops, career information, assistance with college and financial aid applications, campus tours, and financial literacy. Santa Fe College, the 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. This is year two of a five-year project.

The amount of funds requested from the U.S. Department of Education, Office of Postsecondary Education for the second year is \$344,597. Total funding for the five-year project will be approximately \$1.7 million.

Duration of this project is September 1, 2018, through August 31, 2019.

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, 2018

Agenda Item: 4.10

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

Student Support Services Grant (Year 4)

409.2199, 17-18

This project provides 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. Additionally, the program includes a two-year/four-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 four 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 fourth year is \$306,121. Total funding for the five-year project is approximately \$1.4 million.

Duration of this project is September 1, 2018, through August 31, 2019.

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, 2018

Agenda Item: 4.11

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

Upward Bound Program Grant (Year 5)

409.2200, 17-18

This project aims to supplement and enrich participants' academic skills and provide personal motivation to complete high school and to enter and complete a program of postsecondary education. The project will serve at least sixty-three participants each year from Bradford High School. Students will participate in an academic year consisting of tutoring, supplemental instruction, and academic, career, and personal counseling in addition to a six-week non-residential summer enrichment component. This is year five of a five-year project.

The amount of funds requested from the U.S. Department of Education, Office of Postsecondary Education for the fifth year is \$301,664. Total funding for the five-year project is approximately \$1.4 million.

Duration of this project is September 1, 2018, through August 31, 2019.

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, 2018**

Agenda Item: 4.12

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

Report of Purchases for May 2018

202.646, 17-18

Below are the total amounts and a summary of purchases for the month of May 2018.

Purchasing	\$1,995,320.11
Risk Management Consortium	<u>\$153,691.78</u>
Total	<u>\$2,149,011.89</u>

<u>P.O. No.</u>	<u>Amount</u>	<u>Procurement</u>	<u>Vendor</u>	<u>Class of Item-Department</u>
Y70076 (Fund 6)	\$ 50,000.00	Exempt	DMS Disaster Consultants	FEMA/Hurricane Consulting Risk Management Consortium
Y70091 (Fund 1)	\$ 50,488.73	Exempt	Kaplan Higher Education	Integrated Testing Nursing
Y70138 (Fund 1)	\$ 106,562.84	Exempt	E-Techservices.com, Inc.	Thin Client Server Environment Information Technology Services
Y70249 (Fund 7)	\$ 165,541.53	Contract	Patterson Dental	Dental Lab Furnishings and Equipment Dental Program Remodel
Y70297 (Fund 7)	\$ 127,262.37	Contract	Utility Service of Gainesville, Inc.	Hot/Chilled Water Piping Replacement NW Campus Underground Utilities
Y70379 (Fund 7)	\$ 42,750.00	Contract	Dell Marketing	Laptop Computers (30) Student Technology Fee Projects
Y70380 (Fund 7)	\$ 54,129.70	Contract	CDW Government, Inc.	WiFi Access Points (80) Technology Infrastructure
Y70490 (Fund 1)	\$ 58,197.35	Contract	Dell Marketing	Computers (53) and Related Equipment Information Technology
Y70491 (Fund 6)	\$ 40,745.63	Exempt	Hilton – University of Florida	Risk Summit Risk Management Consortium

C O N S E N T

District Board of Trustees
June 19, 2018

Agenda Item: 4.13

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

Colonel Harry M. Hatcher, Jr., Property Survey 18-06

200.922, 17-18

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 29, 2018, 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	29	545,558.10	545,558.10	0.00
TOTAL	<u>29</u>	<u>545,558.10</u>	<u>545,558.10</u>	<u>0.00</u>

Notes

Surplus Property is generally offered to Alachua and Bradford County 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.

Board Action Requested

Approval

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

2018-2019 Salary Schedule; 2017-2018 Authorization to Distribute
Supplement

405.122, 17-18

2017-2018

In accordance with the provisions set forth on page 3 of the 2017-2018 Salary Schedule, the President recommends that all full-time SF personnel who were employed in a full-time capacity as of June 1, 2018, receive a non-recurring \$1,000 supplement to their 2017-2018 employment contract for services performed during the period of April 1, 2018, through May 31, 2018, or a prorated share based on the days of full-time employment for this period (subject to final review for extenuating circumstances as determined by the College President). This will be paid on the June 30, 2018, pay date.

2018-2019

The Santa Fe College Salary Schedule is established annually by the Board as the sole instrument used in determining employee compensation. The proposed 2018-2019 Salary Schedule is submitted for review and approval by the Board upon recommendation of the President. The most significant changes from last year include Career Service paygrades B, C, and D moving to a new minimum full-time salary of \$24,960 (\$12/hr) in support of moving toward a living wage as recommended by the College Senate's Salary and Benefits Committee; implemented a new salary structure for Continuing Education, Corporate Training, and Community Education; clarified that supplemental contracts might be initiated after work has commenced under extenuating circumstances; updated titles within salary ranges in Administrative and Professional, Career Service, and Information Technology Personnel sections; and aligned Administrative and Professional overload approval exception with faculty section to allow Vice President approval of excess loading.

Board Action Requested

- A. Approval of 2018-2019 Salary Schedule**
- B. All full-time SF personnel who were employed in a full-time capacity as of June 1, 2018, are authorized to receive a non-recurring \$1,000 supplement to their 2017-2018 employment contract for services performed during the period of April 1, 2018, through May 31, 2018, or a prorated share based on the days of full-time employment for this period (subject to final review for extenuating circumstances as determined by the College President), to be paid on the June 30, 2018, pay date**

District Board of Trustees
June 19, 2018

Agenda Item: 5.2

*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.

411.426, 17-18

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 Santa Fe College salary to avoid any duplicate payment as long as he remains in office as a Representative.

Board Action Requested

Approval

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)

412.1176, 17-18

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 institution's 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 College based on the 2017 Educational Plant Survey. This plan will serve as the legislative funding request for 2019-2020 Public Education Capital Outlay (PECO) funds that cover 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

- A. Approval of the state-funded projects identified in the CIP-2 Summary to be included in Santa Fe College's Florida College System Capital Improvement Plan**
- B. Approval of the Request for Operating Costs of New Facilities**
- C. Authorization for the President to certify the completed 2019-2020 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.

E Auditorium Renovation/Remodel - Architectural Services Agreement with Brame Heck Architects, Inc.

412.1177, 17-18

Project Background & Description:

This project involves the design, renovation, and remodel of the E Building Auditorium. Built in 1975, E Auditorium is one of the original buildings on Santa Fe College's Northwest Campus. The center of artistic and community activities until the opening of the Fine Arts Hall in 2011, E Auditorium has had few updates since its initial construction. In Fall 2016, the College hired one of its annual contract architects to evaluate options for renovation, remodel, and potential expansion of the facility. On June 19, 2017, the Board approved allocating \$3,000,000 to renovate and remodel the facility based on some of the architect's recommendations. The project scope will include mechanical and electrical upgrades, acoustical improvements, new fixed seating, modifications to entry and exit doors, and upgrades to house lighting, interior finishes, and restrooms.

Architect/Engineer:	Brame Heck
Contractor/Construction Manager:	TBD
Florida Building Code Inspector:	In-house
Estimated Project Budget:	\$3,000,000
Source of Funds:	Other local funds

Project Status:

Following permission by the Board at its September 19, 2017, meeting (Agenda Item 5.3) to advertise, select, and negotiate a contract for architectural design services for this project, a five-member selection committee chose Brame Heck Architects as the top ranked firm. College staff brought an informational item to the Board on April 17, 2018, (Agenda Item 2.5) that reviewed the selection process for Architectural Services. Since then, staff has defined the scope of required design services and negotiated an agreement with the Architect.

Board Action Requested

Approval of the Agreement for Professional Architectural/Engineering Services for the E Auditorium Renovation/Remodel project

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 2018 201.844, 17-18

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, 2018.

The following summary provides a comparison of actual revenues and expenditures for 2017-2018 vs. 2016-2017.

	2017-2018		2016-2017	
	<u>Dollar Amount</u>	<u>Percent of Budget</u>	<u>Dollar Amount</u>	<u>Percent of Actual</u>
Revenue	77,920,690	93.91	75,457,562	93.34
Expenditures	69,191,748	75.90	69,952,053	73.80

Board Action Requested

Acceptance of report

District Board of Trustees
June 19, 2018

Agenda Item: 7.2

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

Approval of 2018-2019 Operating Budget

201.845, 17-18

The College's Operating Budget has been presented to and reviewed by the Board at the annual budget workshop.

Board Action Requested

Approval of 2018-2019 Operating Budget

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

Approval of 2018-2019 Unexpended Plant Fund Budget (Fund 7)

201.846, 17-18

Following the close of accounting records for fiscal year 2017-2018, the Unexpended Plant Fund budget (Fund 7) can be prepared. The budget will be presented for Board approval at its September 18, 2018, meeting. In the meantime, approval is requested to expend from the Unexpended Plant Fund beginning July 1, 2018, as follows:

- Projects approved in the 2017-2018 budget to the extent of balances carried forward, including interest and energy rebate earnings through June 30, 2018, at June 30;
- Projects the College approves in the 2018-2019 Operating Budget as a transfer of funds to the Unexpended Plant Fund; and
- Projects for which PECO (Public Education Capital Outlay) funds are appropriated by the 2018 Florida legislature, i.e.:
 - General Maintenance: \$977,333
 - Construct Classrooms, Lab, & Library Bldg.- Blount Expansion: \$5,000,000

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

200.923, 17-18

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 2016 - 2017</u>	<u>Percentage of Award amount to be Written Off</u>
Other Uncollectible Accounts			
Returned Check/Charges	\$2,192.03	N/A	N/A
Miscellaneous Non Student Receivables	0.00	N/A	
Little School	783.06	\$498,095.49	0.16%
Total Other Write-Offs	\$2,975.09		N/A
Accounts Receivable			
Title IV	\$141,854.26	\$37,215,908.65	
Financial Aid Repayments	31,240.95	1,813,312.00	
Bright Futures	100.00	995,741.00	
Tuition Payment Plan	5,000.54		
Florida Prepaid	2,578.37		
Miscellaneous A/R	3,229.92		
<i>Subtotal Federal & State A/R</i>	184,004.04	40,024,961.65	0.46%
Tuition Deferments			
Financial Aid Deferment	128,131.18	13,976,584.57	0.92%
Veterans Deferment	13,511.32	266,867.15	5.06%
Total Student Write-Offs	\$325,646.54	\$54,268,413.37	0.60%

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.

Agreements for Collection Services of Delinquent Student Accounts with: 209.197, 17-18
Continental Service Group d/b/a ConServe
Williams and Fudge, Inc.

Santa Fe College's purpose for contracting for collection assistance is to increase the collection of delinquent accounts through the use of professional collection techniques beyond the capabilities of the staff at the College, while maintaining the proper relationship between the College and the student/debtor. Collection fee costs charged by employing these services are the responsibility of the student/debtor.

The College's current contracts for this service are expiring, and the College recommends utilizing an existing Invitation to Negotiate 5879-A and the Responses Provided for Collection Services for State University System Delinquent Student Accounts issued and awarded by Florida State University (FSU). This solicitation allows the College, as a Florida institution of higher education, the option to enter into agreements with the recommended agencies of this award.

The College recommends entering into agreements based on this proposal with two agencies with which the College has had long-term positive relationships: Continental Service Group and William and Fudge, Inc. College staff requests that the Board approve the agreements in concept as presented.

Board Action Requested

- A. Approval in concept of the Agreements for Collection Services of Delinquent Student Accounts with Continental Service Group d/b/a ConServe and Williams and Fudge, Inc. based on the drafts presented**
- B. Delegation of authority to the Board Chair to execute the final Agreements and any future amendments or addenda upon legal review and approval by the President, the Vice President for Administrative Affairs, and other appropriate college officials**

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

User Fines and Fees Schedule

200.924, 17-18

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 community members who engage in the services that, because of their nature, require special funding not provided by regular tuition.

Attached is the proposed 2018-2019 schedule of all the user fees and fines charged by College. The schedule identifies the details of current fees and all proposed changes. The fees and fines proposed are for unusual costs and do not exceed the costs of the services provided. The funds received by the College are used only to cover the cost of these services.

Board Action Requested

Approval of 2018-2019 User Fees and Fines Schedule effective July 1, 2018

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

Amended College Calendar for 2018-2019

414.78, 17-18

The Calendar Committee, based on SF's shared governance, is recommending the following changes to the currently approved academic calendar: add summer end-of-term dates; move fall, spring, and summer end-of-term dates to Saturdays; add Friday and Saturday final exam days; and identify Saturday College closures. The calendar continues to comply with State Rules and guidelines.

In addition, the Calendar Committee is proposing a two-part plan to compensate for lost instructional time due to storm closures. To compensate for up to three lost teaching days, faculty members will develop plans that incorporate alternate methods, days, and times to provide instruction. To compensate for days lost beyond three days, the Calendar Committee is recommending an end-of-term (fall) alternate calendar that includes shifting the last day of classes to two days later, shifting the dates of final exams and the grades due date, shifting the winter holiday dates, and re-opening the College on Saturday.

Board Action Requested

Approval

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

College Calendar for 2019-2020

414.79, 17-18

The Calendar Committee is recommending the proposed 2019-2020 academic calendar for the Board's consideration. The calendar contains the same enhancements proposed for 2018-2019 and is compliant with State Rules and guidelines.

In addition, the Calendar Committee is proposing a two-part plan to compensate for lost instructional time due to storm closures. To compensate for up to three lost teaching days, faculty members will develop plans that incorporate alternate methods, days, and times to provide instruction. To compensate for days lost beyond three days, the Calendar Committee is recommending an end-of-term (fall) alternate calendar that includes shifting the last day of classes to two days later, shifting the dates of final exams and the grades due date, shifting the winter holiday dates, and re-opening the College on Saturday.

Board Action Requested

Approval

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

International Travel

101.147, 17-18

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.

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

Dr. Craig Capano and Rodney Thomas, travel to Calgary, Canada, July 24 – 28, 2018

Dr. Craig Capano, faculty member in Santa Fe College's Building Construction Program, and Rodney Thomas, Director of Santa Fe College's Building Construction Program, will travel to Calgary, Canada to attend the annual meeting of the American Council for Construction Education (ACCE). The College hosted an ACCE reaccreditation team visit on March 24-27, 2018. The ACCE Board of Directors will reveal all accreditation and reaccreditation decisions this July at its annual meeting. No travel warning has been issued for Canada. This international travel will be funded by Santa Fe College.

Chauncey Fagler and/or one Florida College Risk Management Consortium Board Member, travel to London, England, December 2018

Chauncey Fagler, the Executive Director of the Florida College System Risk Management Consortium (FCSRMC), will travel to London with an as of yet unidentified FCSRMC Board member to meet with Lloyd's of London and various other London-based insurance markets to secure property coverage for the Consortium's 27 member colleges. The 27 colleges represent \$8 billion in property; over 175 campuses; and an excess of 1,810 buildings, vehicles, and watercraft. This is the sixth year that the Executive Director and a Consortium Board member have been approved by the FCSRMC Board to make this trip. This travel ensures proper coverage is solicited at competitive rates for the colleges. This travel request was approved at the May 16, 2018, FCSRMC Operations Committee meeting and no travel warning has been issued for the United Kingdom.

Travel dates are subject to change.

Board Action Requested

Approval of international travel and authorization for College officials to modify dates of travel upon approval of the President or his designee

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

Advisory Committee Appointments for:	417.116, 17-18
Accounting Bachelor of Science Program	
Automotive Service Technology	
Biomedical Engineering Technology	
Biotechnology Laboratory Technology	
Building Construction	
Clinical Laboratory Science	
Kika Silva Pla Planetarium	
Legal Assisting	
Nuclear Medical Technology	
Organizational Management	
Perry Center for Emerging Technology	
Respiratory Care Technology	

The advisory committee appointments are being recommended to the Board effective July 1, 2018, through June 30, 2020. All individuals have been contacted and have agreed to serve for the two-year period.

Accounting Bachelor of Science Program

New

Ms. Jennifer Hunt, Chief Financial Officer, Campus USA Credit Union, Gainesville

Renew

Mr. David Gaitanis, CPA, Managing Partner, Purvis, Gray, and Company, LLP, Gainesville

Mr. Kenneth Kurdziel, CPA, Partner, James Moore, Gainesville

Ms. April Shuping, CPA, Manager, Carr, Rigg, and Ingram, LLC, Gainesville

Mr. John Sun, Assistant Director for Recruitment & Staffing, University of Florida, Human Resource Services, Gainesville

Ms. Angela Tharpe, JD, MSRE, MUP, Executive Vice President, The Collier Companies, Gainesville

Outgoing

Mr. Carlos Segura, CPA, Chief Financial Officer, Oak Hall School, Newberry

Automotive Service Technology

New

Ms. Rachael Wacha, Owner, City Auto Repair, Gainesville

Biomedical Engineering Technology

Renew

Mr. John Alvenus, Coordinator, Biomedical Engineering, Shands at UF, Gainesville

Mr. Craig Bakuzonis, Director of Clinical Engineering, Shands at UF, Gainesville

Mr. Ernest Boyer, Biomedical Technician, Malcom Randall Veterans Affairs Medical Center, Gainesville

Mr. Shawn Chamberlain, Biomedical Engineering Director, North Florida Regional GE Healthcare D&CS, Gainesville

Mr. Richard Gaugler, Biomedical Engineering Technician, North Florida Regional Medical Center, Gainesville

Mr. Rennard Ivey, Coordinator, Biomedical Engineering, Shands at UF, Gainesville

Mr. William Moore, Intermed Biomedical Services, Inc., Alachua

Mr. Rick Staab, Intermed Biomedical Services, Inc., Alachua

Biotechnology Laboratory Technology

Renew

Ms. LeeAnn Applewhite, Chief Executive Officer, Applied Food Technologies, Alachua

Ms. Monica Clements, Occupational Specialist, Bradford Vocational Education Center, Starke

Dr. Ron Cobb, Research and Development, RTI Biologics, Inc., Alachua

Dr. Ann Dongtao Fu, MD, PhD, QIHC, Molecular Pathology Core Department of Pathology, University of Florida, Gainesville

Dr. Barbel Eppler, Senior Vice President, Preclinical and Quality Assurance, Ology Bioservices, Alachua

Dr. Mary Jo Koroly, Director, Precollegiate Education and Training, University of Florida Biochemistry and Molecular Biology, Gainesville

Dr. Steve Lin, Vice President, Biologics Research and Development, Exactech, Gainesville

Mr. Mark Long, Director, UF/Sid Martin Biotechnology Incubator, Alachua

Ms. Tammy Mandell, Assistant Director, Education and Training, University of Florida CERHB, Alachua

Mr. Bill McDavid, Director of the Biotechnology Academy, Santa Fe High School, Alachua

Mr. William McElroy, Director, Career and Technical Education, Alachua County Public Schools, Gainesville

Dr. David Moraga Amador, Scientific Director, Nextgen DNA Sequencing Laboratory, University of Florida, Gainesville

Mr. David Nolan, Department of Pathology Emerging Pathogens Institute Salemi Group, Gainesville

Dr. Richard Snyder, PhD, Director of Biotherapeutic Programs Office of Research Associate Professor, University of Florida, Gainesville

Building Construction

New

Mr. Robert Taylor, Architect, Scherer Construction, Gainesville

Clinical Laboratory Science

New

Ms. Theresa Cottrell, Laboratory Education Coordinator, UF Health Shands Jacksonville, Jacksonville

Mr. Mark Deluna, Hematology, UF Health Shands, Gainesville

Ms. Abby Estilong, Lab Administration, UF Health Shands, Gainesville

Mr. Joshua Guthrie, Clinical Laboratory, LifeSouth Community Blood Center, Gainesville

Mr. Dustin Hart, Clinical Laboratory, North Florida Regional Medical Center, Gainesville

Ms. Gayle Jones, Clinical Laboratory, Malcom Randall VAMC, Gainesville

Mr. Guillermo Martinez, Clinical Laboratory, Life South Community Blood Center, Gainesville

Ms. Diane Parrish, Clinical Lab/Phlebotomy, North Florida Regional Medical Center, Gainesville

Ms. Reza Rahman, Clinical Laboratory, Lake City Medical Center, Lake City

Mr. Edgardo Santiago, Blood Bank, Malcom Randall Veterans Administration Medical Center, Gainesville

Renew

Mr. Ed Downey, Administrative Laboratory Manager, LifeSouth Community Blood Center, Gainesville
Mr. Brad Mason, Ocala Regional Hospital, Ocala
Ms. Martha Miller, Laboratory Director, Lake City Medical Center, Lake City
Ms. Janine Plavac, Director, Academy for Health Professions, Gainesville High School, Gainesville
Dr. Kenneth Rand, Director, UF Health Shands Hospital Clinical Laboratories, University of Florida, Gainesville
Ms. Carleen Van Siclen, MLS Program Education Coordinator, Mayo Clinic, Jacksonville

Outgoing

Ms. Jessica Drouillard, Laboratory Services Training Coordinator, LifeSouth Community Blood Center, Gainesville
Dr. Lois Ellis, Retired, Gainesville
Ms. Arceli Encienzo, Technical Consultant/Laboratory Supervisor, Regional General Hospital Williston, Williston
Mr. Paul Hardin, Laboratory Manager, CHC Laboratory, Lake City
Ms. Wyenona Hicks, Lead Technologist, OneBlood, Inc., Ocala Transfusion Services, Ocala
Mr. Robert Jordan, Director, Laboratory Services, North Florida Regional Medical Center, Gainesville
Mr. Keith Ryland, Lab Manager, RTI Biologics, Alachua
Ms. Laura Sapp, Technical Supervisor, Point of Care Coordinator, HCA Healthcare, Gainesville
Ms. Samya Semaan-Heart, Administrator, Pathology and Lab Medicine Service, North Florida/South Georgia Veterans Health System, Gainesville

Kika Silva Pla Planetarium

Renew

Mr. Jon U. Bell, Associate Professor of Astronomy, Hallstrom Planetarium Director, Indian River State College, Fort Pierce
Mr. Mark Bennett, Planetarium and Visitor Services Manager, Miami Science Museum, Miami
Mr. William Helms, Old Town
Ms. Kathryn Lehman, Director of Grants and Projects for the Office for Advancement, Santa Fe College
Dr. Francisco Reyes, Associate Scientist, University of Florida Department of Astronomy, Gainesville
Ms. Ilene Silverman, Producer and Host, Ilene Silverman Show, Gainesville
Mr. John Tinsler, Occupational Specialist, North Florida Technical College, Starke

Outgoing

Ms. Jessica Feldman-Mead, Curriculum Specialist, Alachua County Public Schools, Gainesville

Legal Assisting

Renew

Ms. Jenese M. Bolduc, Paralegal, Dell Salter, PA, Gainesville
Mrs.Carolynn Buchanan, Owner, TempForce, Gainesville
Ms. Marcie Green, Pro Bono Coordinator/Paralegal, Three-Rivers Legal Services, Gainesville
Mr. Charles I. "Chic" Holden, Jr., Attorney at Law, Holden, Carpenter, and Roscow, PL, Gainesville
Mr. Philip N. Kabler, Esq., Bogin, Munns, and Munns, PA, Gainesville
Mr. Steve Mercadante, Attorney at Law, Shackow, & Mercadante, PA, Gainesville

Outgoing

Mr. Franklin Walters, Certified Public Accountant, Carr, Riggs, and Ingram, LLC, Gainesville

Nuclear Medical Technology

New

Mr. Martin Clemens, Pharmacy Manager, Cardinal Health, Gainesville
Mr. Howard Cruz, Nuclear Medicine Department, Gainesville Veterans Affairs Medical Center, Gainesville
Ms. Courtney Hanson, Supervisor, Shands Spring Hill Cardiology, Gainesville
Mr. Jeff Hazelden, Nuclear Medicine Department, Shands, Gainesville
Ms. Ranie Howe, Director, Radiology, North Florida Regional Medical Center, Gainesville Mr. Aaron James, Assistant Director, Radiology, North Florida Regional Medical Center, Gainesville
Ms. Gerda Larson, Supervisor, Nuclear Medicine Department, North Florida Regional Medical Center, Gainesville
Mr. Jason Norton, Supervisor, Nuclear Medicine Department, Shands, Gainesville

Renew

Mr. Todd Crisp, Nuclear Medicine Department, Lake City Medical Center, Lake City
Mr. Jock Croft, Nuclear Cardiology Department, North Florida Regional Medical Center, Gainesville
Dr. Walter Drane, Radiologist, Shands at UF, Gainesville
Ms. Brittany Glover, General Nuclear Medicine Department, North Florida Regional Medical Center, Gainesville
Ms. Candace Grigsby, Nuclear Medicine Department, Advanced Imaging, Ocala
Mr. Tom Horton, Supervisor, General Nuclear Medicine Department, North Florida Regional Medical Center, Gainesville
Mr. Mark Hostetler, Supervisor, PET/CT, Gainesville Veterans Affairs Medical Center, Gainesville
Mr. Michael Jeffcoat, Supervisor, Nuclear Medicine Department, West Marion Hospital, Ocala
Dr. Suzanne Mastin, Lake City/Gainesville Veterans Affairs Medical Centers, Gainesville
Mr. Tom Mcgee, Nuclear Medicine Department, Munroe Regional Medical Center, Ocala
Ms. Sherry McMahan, Nuclear Medicine Supervisor, Shands at UF and Medical Plaza, Gainesville
Mr. Rolando Prieto, Radiologist, Munroe Regional Medical Center, Ocala
Mr. Brian Smith, Imaging Director, Ocala Regional Medical Center, Ocala
Dr. Vincente Taasan, Radiologist, Lake City/Gainesville Veterans Affairs Medical Centers, Gainesville
Ms. Zandra Thompson, Supervisor of Nuclear Medicine Department, Lake City Veteran Affairs Medical Center, Lake City
Ms. Karen Turner, Supervisor, Nuclear Medicine Department, Munroe Regional Medical Center, Ocala
Dr. Will Williams, Radiologist, North Florida Regional Medical Center and Lake City Medical Center, Lake City
Ms. Stephanie Wixo, Nuclear Medicine Department, Shands Medical Plaza, Gainesville
Ms. Jennifer Wood, Supervisor, Nuclear Medicine Department, Ocala Regional Medical Center, Ocala

Outgoing

Ms. Courtney Butler, Supervisor, Shands Spring Hill Cardiology, Gainesville
Ms. Marci Dolan, Administrative Officer of Radiology, Gainesville and Lake City Veterans Affairs, Gainesville
Ms. Gail Enlow, Supervisor, Nuclear Medicine Cardiology, North Florida Regional Medical Center, Gainesville
Mr. Tom Enlow, Imaging Director, North Florida Regional Medical Center, Gainesville
Mr. Tom Harrington, Supervisor, Nuclear Medicine Department, Gainesville Veterans Affairs Medical Center, Gainesville
Ms. Michele Kostamo, Nuclear Medicine Department, Shands at UF, Gainesville
Ms. Janet McKenna, Computed Tomography Supervisor, Ocala Regional Medical Center, Ocala
Mr. Rick Staab, CEO, Intermed Technology Management, Alachua

Organizational Management

Renew

Mr. Charles Anchors, CW Associates, Gainesville
Mr. Bob DeHoff, Director of Innovation, Info Tech, Inc., Gainesville
Captain Anthony Ferrara, Investigations Bureau Commander, Gainesville Police Department, Gainesville
Ms. Pamela Rittenhouse, APR, Director of Marketing, North Florida Regional Healthcare, Gainesville
Major Latrell Simmons, Alachua County Sheriff's Office, Gainesville
Mr. John Varela, Vice President of US Operations, RTI Surgical, Alachua

Outgoing

Ms. Kimberly Baxley, Director for Employee & Labor Relations, University of Florida, Gainesville
Mr. Dan Mixson, Gainesville

Perry Center for Emerging Technologies

Renew

Ms. Manda Bessner, Principal, A.L. Mebane Middle School, Alachua
Mr. Gib Coerper, Mayor, City of Alachua, Alachua
Mr. Eric Godet, Vice President of Organization Advancement, Haven Hospice, Gainesville
Mr. Don James, President, Alachua Lions Club, Alachua
Mr. Glen Ladwig, Co-Chair, Bioflorida NE Regional Chapter, Gainesville
Dr. Elizabeth LeClear, Principal, Santa Fe High School, Alachua
Ms. Patty Lipka, Program Director, Cade Museum, Gainesville
Mr. Jay Murray, Financial Advisor/Co-founder, Covenant Wealth Management, Alachua
Ms. Amanda Payne, President, Alachua Chamber of Commerce, Alachua
Ms. Nancy Perry, Gainesville
Ms. Merrie Shaw, Member, Alachua Chamber of Commerce, Alachua
Ms. Trish Utter, Editor, Good Life Community Magazine, Alachua
Mr. Adrian Weeks, Pastor, Spirit of Excellence Church, Lake Butler
Mr. Ross Woodbridge, Library Manager, Alachua Library, Alachua

Outgoing

Mr. Lee Nelson, Director of Real Estate, University of Florida Foundation, Gainesville

Respiratory Care Technology

New

Ms. Latissa Hill, Adjunct Instructor, Santa Fe College, UF Health, Gainesville
Mr. James Martin, Director, Cardio Pulmonary Services, Munroe Regional Medical Center, Ocala
Ms. Charlotte McMillian, RC Supervisor, Barnes Healthcare, Gainesville
Mr. Toby Still, Pediatric Critical Care Coordinator, UF Health, Shands, Gainesville
Ms. Susan Willoughby, Coordinator, West Marion, Ocala Regional Medical Center, Ocala

Renew

Mr. Ted Alderman, Director, Cardio Pulmonary Services, UF Health, Shands, Gainesville
Ms. Shay Asante, Committee Chair, UF Health, Shands, Gainesville
Mr. Kerry Babb, Respiratory Therapist, The Villages, Villages
Mr. Jason Barde, Coordinator, Ocala Regional Medical Center, Ocala
Mr. Rick Francis, Industry Representative, Medtronic, Jacksonville

Agenda Item 8.4

June 19, 2018

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Mr. Russ Gay, Director, Cardio Pulmonary Services, North Florida Regional Medical Center, Gainesville

Ms. Lynette Hildebrandt, Adult Critical Care Coordinator, UF Health, Shands, Gainesville

Mr. Jason Hodge, Coordinator, North Florida Regional Medical Center, Gainesville

Dr. Sean Kiley, Medical Director, UF Health, Gainesville

Ms. Joy Mendoza, Industry Representative, Medtronic, Jacksonville

Ms. Janine Plavac, Director, Academy for Health Professions, Gainesville High School, Gainesville

Mr. Tom Selig, Director, Cardio Pulmonary Services, UF Health, Shands, Gainesville

Dr. Abby Wagner, Medical Director, UF Health, Gainesville

Outgoing

Mr. Matthew Bostick, Club President (Junior), Santa Fe College, Gainesville

Ms. Vanessa Drewke, Adjunct Instructor, Santa Fe College, UF Health, Gainesville

Ms. Amy Fulford, Home Care Therapist, Pediatric Health Choice, Gainesville

Mr. Donnie Harrington, Pediatrics Critical Care Coordinator, UF Health, Shands, Gainesville

Mr. Bryant Patterson, Barnes Healthcare, Gainesville

Mr. John Rimes, Adjunct Instructor, Santa Fe College, Ocala Regional Medical Center, Ocala

Ms. Kristen Sink, Adjunct Instructor, Santa Fe College, UF Health, Gainesville

Ms. Shakesa Valentine, Adjunct Instructor, Santa Fe College, UF Health, Gainesville

Ms. Dara Wilkerson, Club President (Senior), Santa Fe College, Gainesville

Board Action Requested

Approval

District Board of Trustees
June 19, 2018

Agenda Item: 8.5

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

400.648, 17-18

Attached are the Financial Statements and Independent Auditors' Report dated December 31, 2017, for the Santa Fe College Foundation.

Board Action Requested

Approval of report

District Board of Trustees
June 19, 2018

Agenda Item: 8.6

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

400.649, 17-18

In compliance with Section 1004.70, Florida Statutes, 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 in the best interest of the state.

Board Action Requested

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

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

Amended Rule 3.9: Employment Contracts

410.545, 17-18

Based on changes to the State Board of Education's Rule 6A-14.041, Florida Administrative Code, this rule amendment was proposed by the Senate's Professional Committee and approved by the College Senate. Accordingly, the proposed rule now sets forth the criteria required for faculty to be eligible for continuing contract and to be eligible to remain in a continuing contract status. Additional changes were also made, including clarification of delegated authority for annual contract appointments.

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

410.546, 17-18

The Florida Legislature has not approved 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. College staff does not propose any changes to the fees set forth in this Board rule.

Section 1009.285, Florida Statutes: Fees for Repeated Enrollment in College-Credit Courses, states that students enrolled in the same undergraduate college-credit course more than twice shall pay tuition at 100 percent of the full cost of instruction. It defines full-cost of instruction as the system wide average of the prior year's cost of undergraduate programs for the Florida College System institutions.

The proposed amended rule removes the sentence in the Additional College Credit Course Fee section of Rule 7.11 that defines the calculation of the additional college-credit course fee as equal to the amount of the non-resident tuition fee.

Board Action Requested

Approval

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

Third Amendment to Dual Enrollment Articulation Agreement with
the School Board of Alachua County

408.2375, 17-18

The Third Amendment to the High School Dual Enrollment Articulation Agreement with Alachua County Public Schools will increase student access to the program by allowing students that meet specific requirements to take one Student Development course. The intent of this provision is to permit students who are marginally below the current requirements to participate in the program in order to gain access to an accelerated educational opportunity and begin their collegiate experience with Santa Fe College. In addition, at the request of the School Board of Alachua County, the proposed amendment discontinues the practice of allowing students to enroll "in name only" at a public school.

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 the Dual Enrollment Articulation Agreements with
Private Schools (Standard Template)

408.2376, 17-18

Per Section 1007.271 (24)(b)(5), all High School Dual Enrollment Articulation Agreements with private schools must include a provision expressing that costs associated with tuition and fees, including registration and laboratory fees, will not be passed along to the student from the private school. College staff has created a proposed standard template to be utilized to satisfy this new statutory provision.

Board Action Requested

Approval of the standard form of the First Amendment to the Dual Enrollment Articulation Agreement with Private Schools and authorization for the Board Chair to sign each amendment after review by the High School Dual Enrollment Director, the Provost, and the General Counsel, upon recommendation by the President

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

408.2377, 17-18

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 is an agreement for the Santa Fe College 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 will be enrolled on a space available basis. At the end of each month, the Little School will provide attendance information for the children of these 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 SF charges, the difference will be charged to those families, as is standard practice. It is expected that up to fifteen children will be enrolled through the Early Learning Coalition, and a partnership like this opens up many opportunities for SF staff and the Little School. Such opportunities include 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

408.2378, 17-18

The Early Learning Coalition disseminates state money allocated for 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 (children must be four years old by September 1st). The Early Learning Coalition will handle all eligibility determinations and paperwork with the families and issue qualified families a Certificate of Eligibility for VPK. Qualified families who choose to enroll at the Little School will be enrolled on a space available basis. 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. It is anticipated that SF can enroll twenty children in the VPK program. This agreement 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.

Bulletproof Vest Partnership Grant

409.2201, 17-18

This project aims to replace the bulletproof vests for the Santa Fe College Police Department officers. Over the next two years, vests that need replacement according to the replacement cycle indicated by the Bulletproof Vest Partnership will be purchased upon their expiration. The U.S. Department of Justice will reimburse Santa Fe College for fifty percent of the cost of the vests and vest carriers. Grant funds will be used to purchase thirteen vests over two years for the SF officers.

The amount of funds requested from the U.S. Department of Justice is \$4,890, with a cash match of \$4,890 from Santa Fe College.

Duration of this project is July 1, 2018, through June 30, 2020.

Operating budget impact: From the existing college budget.

Board Action Requested

Approval of grant. Upon legal review and approval, the President or his designee, Charles W. Clemons, Sr., Vice President for Advancement, 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

Cultural Programs General Support Grant

409.2202, 17-18

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 and designed to have statewide impact, the program goals are as follows: 1) to create vibrant, accessible events that 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, creating 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 \$48,541, with an in-kind match of \$264,826 from the existing college budget, which is required by the funding agency for this level of grant request.

Duration of this project is July 1, 2019, through June 30, 2020.

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

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

Collaborative Research: Making IT Count: Envisioning a CSP+ for
Community Colleges – National Science Foundation Grant

409.2203, 17-18

The purpose of this project is to work with community colleges (CC) and CC faculty to implement Computer Science Principles (CSP) as a college-level course designed to increase participation in computing by their broad and widely diverse local populations. The course will serve as an articulation point for CSP AP credit, dual enrollment credit for high school students, and as a core digital literacy course for all CC students. The Research Practitioner Partnership team will leverage work done by CSforALL and other Computer Science Principles projects for curriculum and teacher preparation resources and best practices. This is year one of a three-year project.

This is a collaborative project between Santa Fe College, the University of Florida, the Austin Community College-Cypress Creek Campus, Bluegrass Community and Technical College, and the University of Massachusetts Boston, with Santa Fe College serving as the lead institution.

The amount of funds requested from the National Science Foundation for year one is \$249,145, with no matching funds from Santa Fe College. Three-year funding for this project is \$666,286.

Duration of this project is October 15, 2018, through October 14, 2019.

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.

District Board of Trustees
June 19, 2018

Agenda Item: 11

Santa Fe College Foundation Liaison Update and Board Members' Remarks
