



**The District Board of Trustees
Santa Fe College, Florida
Board Meeting of January 15, 2019, at 4 p.m.
Blount Center, Gainesville, Florida**

Agenda

Adoption of Agenda

Agenda Item: 1.1
418.563, 18-19

1. General Functions

Pledge of Allegiance

- 1.1 Adoption of Agenda for Board Meeting of January 15, 2019
- 1.2 Approval of Board Meeting Minutes of November 13, 2018

2. Information Items

- 2.1 President's Report
- 2.2 Strategic Planning
- 2.3 Presidential Selection
- 2.4 Continuing Contracts Candidates for 2019-2020
- 2.5 Fee Waiver Report for Fall Term 2018
- 2.6 Standard Health Sciences Clinical Affiliation Agreements with:
 - Einstein Therapy Center, Inc. d/b/a Fundamental Therapy Solutions
 - First Coast Heart & Vascular Center, P.A.
 - Vascular and Interventional Physicians, LLC and Doctors Imaging Group, LLC d/b/a both Putnam Radiology Group and Putnam Radiology Group Women's Center
- 2.7 Standard Construction and Technical HVAC Program Agreements for Student Field Experience with:
 - Browning Heating & Air Conditioning, LLC
 - Stellar Services of North Florida, LLC

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)
- 4.4 Contract Staff (Faculty)
- 4.5 Leave of Absence

Agreements, Grants

- 4.6 Alachua County Public Schools Head Start Program Grant

Finance

- 4.7 Colonel Harry M. Hatcher, Jr., Property Survey 19-04
- 4.8 Report of Purchases for November and December 2018

5. Personnel Items
 - 5.1 Amended 2018-2019 Salary Schedule
 - 5.2 Amendment #12 to President's Contract
6. Facilities Items
 - 6.1 I Building Physics Lab Renovation/Remodel – Consolidation of Phases and Revised Budget
7. Finance Items
 - 7.1 Fund 1 (Current Unrestricted) Revenue and Expenditure Budget Report for December 2018
 - 7.2 Budget Amendment #2, 2018-2019 Operating Budget, Current Unrestricted (Fund 1)
 - 7.3 Budget Amendment #1, 2018-2019 Unexpended Plant Fund Budget (Fund 7)
8. General Institutional Items
 - 8.1 International Travel
9. Agreements/Grants
 - 9.1 Cooperation Agreement with Poltava National Technical Yuri Kondratyuk University, Ukraine
 - 9.2 Institutional Agreement to Participate in the Concurrent Admissions Program (ConAP) with the U.S. Army Recruiting Command
 - 9.3 Interagency Agreement Regarding Sharing Information About Juvenile Offenders with the Alachua County School District Superintendent, State of Florida, Department of Juvenile Justice Probation and Community Intervention (Circuit 8), Alachua County Sheriff's Office, Alachua Police Department, Gainesville Police Department, University Police Department, Santa Fe Police Department, and High Springs Police Department
 - 9.4 First Amendment to the Memorandum of Understanding for Governmental Entity Access to the Driver and Vehicle Information Database System (DAVID) with the Florida Department of Highway Safety and Motor Vehicles for the Institute of Public Safety
 - 9.5 First Amendment to the Memorandum of Understanding for Governmental Entity Access to the Driver and Vehicle Information Database System (DAVID) with the Florida Department of Highway Safety and Motor Vehicles for the Police Department
 - 9.6 College Affiliation Agreement with Putnam Community Medical Center of North Florida, LLC d/b/a Putnam Community Medical Center
 - 9.7 First Amendment to the Non-Exclusive Student Affiliation Agreement for Nuclear Medicine Technology with Florida Hospital Ocala, Inc. as successor to Munroe HMA Hospital, LLC d/b/a Munroe Regional Medical Center
 - 9.8 Fourth Amendment to the Agreement for Temporary Employment Services with Temp Force, LLC
 - 9.9 2018 Defraying Costs of Enrolling Displaced Students Program Grant
10. Santa Fe College Foundation Liaison Update and Board Members' Remarks
11. Adjournment

Board Action Requested

Approval

Approval of Board Meeting Minutes of November 13, 2018

401.554, 18-19

The minutes of the regular meeting of the District Board of Trustees of Santa Fe College held November 13, 2018, are presented for approval.

Board Action Requested

Approval

President's Report

Information Item

The President will discuss a variety of information topics.

Strategic Planning

Information Item
419.62, 18-19

Dr. Lisa Armour, Vice President for Assessment, Research, and Technology, will provide an update on strategic planning.

District Board of Trustees
January 15, 2019

Agenda Item: 2.3

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

Presidential Selection

Information Item
411.434, 18-19

To be presented at the meeting.

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

Continuing Contracts Candidates for 2019-2020

Information Item
402.815, 18-19

The following faculty members have successfully completed five years of instructional service to the College with comprehensive annual evaluations. The five-year evaluation process culminated with an extensive self-evaluation, peer review, and ultimately a peer vote. Based on satisfactory evaluation, affirmative peer vote, review, and recommendation by the academic department supervisor with the support of the Provost and Vice President of Academic Affairs and the College President, the following faculty members are being considered for recommendation of the award of continuing contract for the 2019-2020 contract year. Recommendations will be sent to the Board in February 2019 for approval.

Nikolas Bajorek	Assistant Professor, English
Georgia Bianchi	Assistant Professor, Social and Behavioral Sciences
David Disalvo	Assistant Professor, Medical Imaging
Laure Frank	Assistant Professor, Nursing Programs
Michelle Freas	Assistant Professor, Humanities and Foreign Languages
Lila Guertin	Assistant Professor, Medical Imaging
Kelli Harker	Assistant Professor, Nursing Programs
Margaret Howell	Assistant Professor, Science for Health Programs
Patrice Jones	Assistant Professor, Business Programs
Brian Lee	Assistant Professor, Natural Sciences
Sherry Lindsey	Assistant Professor, Nursing Programs
Ritsa Mallous	Assistant Professor, Childhood Development and Education
Amy McBreen-Babb	Assistant Professor, Physical Therapy Assistant
Sherry McClain	Assistant Professor, Mathematics
James Nichols	Assistant Professor, ITE Networking
Amy Ridley	Assistant Professor, High School Dual Enrollment
Melanie Roberti	Assistant Professor, Natural Sciences

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

Fee Waiver Report for Fall Term 2018

Information Item
200.930, 18-19

Pursuant to Rule 7.13, the College grants fee waivers for course fees (excluding Access, Distant Learning, Lab, Technology, and Transportation fees). The attached report identifies the waiver type granted by the College for the identified term(s) listed by waiver type, number of students granted waiver (count), and the dollar amount associated with the waiver type.

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: Einstein Therapy Center, Inc. d/b/a Fundamental Therapy Solutions First Coast Heart & Vascular Center, P.A. Vascular and Interventional Physicians, LLC and Doctors Imaging Group, LLC d/b/a both Putnam Radiology Group and Putnam Radiology Group Women's Center	Information Item 408.2411, 18-19
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Einstein Therapy Center, Inc. d/b/a Fundamental Therapy Solutions

The standard affiliation agreement with Einstein Therapy Center, Inc. will allow students in the Physical Therapy Assistant Programs to participate in clinical training at the facility's Gainesville location. This agreement is effective from the date of execution with automatic annual renewal until terminated by either party in accordance with the termination clause.

First Coast Heart & Vascular Center, P.A.

The standard affiliation agreement with First Coast Heart & Vascular Center, P.A. will allow students in the Cardiovascular Technology and Diagnostic Medical Sonography Programs to participate in clinical training at the facility's Jacksonville, Fleming Island, Palm Coast, and St. Augustine locations. This agreement is effective from the date of execution with automatic annual renewal until terminated by either party in accordance with the termination clause.

Vascular and Interventional Physicians, LLC and Doctors Imaging Group, LLC d/b/a both Putnam Radiology Group and Putnam Radiology Group Women's Center

The standard affiliation agreement with Vascular and Interventional Physicians, LLC and Doctors Imaging Group, LLC d/b/a both Putnam Radiology Group and Putnam Radiology Group Women's Center will allow students in the Cardiovascular Technology and Diagnostic Medical Sonography Programs to participate in clinical training at the facility's Gainesville and Palatka locations. This agreement is effective from the date of execution with automatic annual renewal until terminated by either party in accordance with the termination clause.

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

Standard Construction and Technical HVAC Program Agreements for
Student Field Experience with:
 Browning Heating & Air Conditioning, LLC
 Stellar Services of North Florida, LLC

Information Item
408.2412, 18-19

These agreements with Browning Heating & Air Conditioning, LLC and Stellar Services of North Florida, LLC in Gainesville, FL will allow students in the Heating, Ventilation, and Air Conditioning Program to gain field experience during their final semester through job shadowing. Each field experience opportunity will include eight weeks of classes with rotation every two weeks between contractors and parts houses. Students will shadow a technician, warehouse person, parts house person, or sales person and gain experience in all aspects of the industry. The students will be monitored daily by the current instructors, having the student, the company representative, and the instructor providing written confirmation of activities observed that day.

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

Citizen's Requests

423.69, 18-19

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
January 15, 2019

Agenda Item: 4.1

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

Career Service Staff

403.552, 18-19

The individuals listed below are being recommended for appointment.

Appointment

<u>Name</u>	<u>Position</u>
Thomas Arteaga	Groundskeeper II
Brittney Frisina	Assistant Registrar
Renee Marshall	Administrative Assistant, Health Sciences
Stuart Skrabec	HVAC Trades Helper

Promotion

<u>Name</u>	<u>Position</u>
Noah Hundley	Office Supervisor, Blount Center

Board Action Requested

Approval

C O N S E N T

District Board of Trustees
January 15, 2019

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)

411.435, 18-19

The individuals listed below are being recommended for appointment for 2018-2019, as stated in the individual employee's contract.

Technical/Professional

Appointment

Full Time

<u>Name</u>	<u>Position</u>
Gregory Mimbs <i>BS, Liberty University</i>	Advising Specialist
* Karina Rivera <i>BA, University of Washington</i>	Workforce Development and Industry Specialist
Manjiri Rose <i>MPH, Tulane University</i>	Coordinator for Sponsored Projects
* Keyna Wintjen <i>BS, Birmingham-Southern College</i>	Learning Commons Activity Coordinator
Sasha Yurke <i>BA, University of Florida</i>	Advising Specialist

Part Time

<u>Name</u>	<u>Position</u>
* Stephany Anzueto	Instructional Specialist, Upward Bound
^ Rachel Cohen	Specialist, Student Life
Amelia Howe	Academic Lab Manager

* Grant Funded

^ Student Activities Funded

Board Action Requested

Approval

C O N S E N T

**District Board of Trustees
January 15, 2019**

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)

404.460, 18-19

The individual listed below are being recommended for appointment for 2018-2019, as stated in the individual employee's contract.

Community Education

Appointment

Part Time

Name
Thomas Huffman

Position
Aikido and Zen

Board Action Requested

Approval

C O N S E N T

District Board of Trustees
January 15, 2019

Agenda Item: 4.4

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

Contract Staff (Faculty)

402.816, 18-19

The individuals listed below are being recommended for appointment for 2018-2019, as stated in the individual employee's contract.

Appointment

Full Time

<u>Name</u>	<u>Position</u>
Vanessa Walthall <i>DVM, University of Florida</i>	Interim Assistant Professor, Veterinary Technology
Jeremy Wortham <i>BS, Arkansas State University</i>	Interim Assistant Professor, Surgical Technology

Part Time

<u>Name</u>
Jennifer Albright
Amanda Austin
Jessica Bone
Melissa Bristol
Harry Collins Jr.
Shacara Curry
Brent Ferraro
David Foshee
Jennifer Hunt
Lauren Hyden
Igal Jaegle
Kristina Johnson
Andrew Layne
Raymond Marcano
Kristen Merritt
Elizabeth Persons
Jeremy Primosch
Carlos Ramirez Robledano
Cortney Rice
Glenn Watson
Meghan Young

Board Action Requested

Approval

C O N S E N T

District Board of Trustees
January 15, 2019

Agenda Item: 4.5

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

Leave of Absence

420.169, 18-19

College Rule 3.20 allows for “extended personal leave” as follows: “Leave may be granted at the discretion of the Board for an extended period of up to one year. An additional application for leave may be filed at the expiration of approved leave and new leave may be granted at the discretion of the Board; only one such additional application may be considered by the Board.”

In accordance with the foregoing, Scott Murphy has requested a leave of absence from his position of Associate Professor, Mathematics for a one-year period beginning January 23, 2019, and ending January 22, 2020. This request is supported by the Chair of Mathematics, the Associate Vice President for Academic Affairs, and the Provost and Vice President of Academic Affairs. The College recommends approval of the requested leave.

Board Action Requested

Approval

C O N S E N T

District Board of Trustees
January 15, 2019

Agenda Item: 4.6

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

Alachua County Public Schools Head Start Program Grant

409.2229, 18-19

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

The amount of funds requested from the School Board of Alachua County is \$14,000, with no matching funds from Santa Fe College.

Duration of this project is August 15, 2018, through July 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
January 15, 2019

Agenda Item: 4.7

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

Colonel Harry M. Hatcher, Jr., Property Survey 19-04

200.931, 18-19

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

The Property Survey Committee met via email on December 4, 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	7	181,427.02	181,427.02	0.00
Trade-In	1	17,099.00	17,099.00	0.00
TOTAL	<u>8</u>	<u>198,526.02</u>	<u>198,526.02</u>	<u>0.00</u>

Notes

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
January 15, 2019**

Agenda Item: 4.8

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

Report of Purchases for November and December 2018

202.651, 18-19

Below are the total amounts and a summary of purchases for the months of November and December 2018.

Purchasing	\$2,394,693.04
Risk Management Consortium	<u>42,411.76</u>
Total	<u>\$2,437,104.80</u>

<u>P.O. No.</u>	<u>Amount</u>	<u>Procurement</u>	<u>Vendor</u>	<u>Class of Item-Department</u>
Y72922 (Fund 1)	\$ 110,696.28	Contract	Dell Marketing	Virtual Desktop Server Upgrades Information Technology
Y72989 (Fund 7)	\$ 65,960.00	Exempt	Johnson Controls, Inc.	O-Building Chiller Replacement General Maintenance
Y73018 (Fund 7)	\$ 44,447.84	Exempt	Apple Computer, Inc.	Photo Lab iMac Computers (16) Student Technology Infrastructure
Y73136 (Fund 7)	\$ 57,729.27	Contract	Mannington Commercial	Building J Lab Flooring Minor Renovation/Remodel
Y73246 (Fund 7)	\$ 139,431.00	Contract	Scherer Construction	NW Campus Exterior Door and Hardware Replacement Deferred Maintenance
Y73248 (Fund 7)	\$ 158,526.00	Contract	Scherer Construction	NW Campus Concourse Painting General Maintenance
Y73272 (Funds 3 & 7)	\$ 155,364.50	Contract	Charles Perry Partners	Netting and Scoreboard Replacement Beverage Contract and Netting for Fields
Y73287 (Fund 2)	\$ 813,264.00	Bid	D.E. Scorpio Corporation	Y Building Learning Commons Renovation Title III
Y73314 (Fund 1)	\$ 55,880.67	Exempt	Kaplan, Inc.	Integrated Testing Nursing
	\$1,601,299.56			

Purchase orders for awarded bids/contracts: 4
Educational Policy Institute (1) for \$31,857.66
TempForce (3) for \$13,100.00

Amount: \$44,957.66

Other Purchases \$0 - \$35,000.00
Number of purchase orders: 388

Amount: \$790,847.58

Board Action Requested

Approval

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

Amended 2018-2019 Salary Schedule

405.124, 18-19

President Sasser is pleased to recommend that a substantial portion of non-recurring performance funds earned by the College be used to provide supplemental pay to full-time and part-time employees of the College as described below and in the proposed Amended 2018-2019 Salary Schedule.

The President recommends approval of a one-time, non-recurring supplement of \$1,250 for all full-time employees that are employed as of April 1, 2019, for services to be performed from February 1, 2019, through March 31, 2019, or a prorated share based on the days of full-time employment for this period. The supplement will be paid on or about the April 30, 2019, pay date.

The President also recommends approval of a one-time, non-recurring supplement of \$375 for personnel with an active part-time primary appointment on or after February 1, 2019, through and including April 1, 2019, who perform services during the time period of February 1, 2019, through March 31, 2019. The supplement will be paid on or about the April 30, 2019, pay date. This excludes any work study appointments funded through Financial Aid so as not to jeopardize the eligibility of any student who is benefitting from Financial Aid as a work study student.

The 2018-2019 Salary Schedule is being updated in the following sections to reflect these adjustments: page 11: Contract Personnel (Administrative and Professional); page 26: Contract Personnel (Faculty); page 37: Career Service Personnel; and page 43: Information Technology Personnel.

Additionally, the new title of Academic Technologies Specialist is being added to paygrade B of the Technical and Professional Salary Range in the Contract Personnel (Administrative and Professional) section.

Board Action Requested

Approval

District Board of Trustees
January 15, 2019

Agenda Item: 5.2

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

Amendment #12 to President's Contract

411.436, 18-19

To be presented at the meeting.

Board Action Requested

Approval

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

I Building Physics Lab Renovation/Remodel – Consolidation of Phases and Revised Budget

412.1189, 18-19

Project Background & Description:

This project was originally planned to have two phases involving the design, renovation, and remodel of 6,715 square feet in Building I to create new studio-style Physics teaching spaces to better suit modern instructional methods. Phase I includes heavy renovation and remodel of 2,265 square feet in the former ESL tutoring lab and office space at the west end of Building I to create additional Physics labs and classrooms. Phase II includes moderate-to-heavy renovation and remodel of 4,450 square feet of the existing Physics labs in the middle of Building I to create larger teaching spaces. Both phases include reconfiguring walls to optimize use of space, updating all interior finishes, installing state-of-the-art lab equipment and classroom technology, and providing new furnishings, as well as significant improvements to mechanical, electrical, and plumbing systems.

As identified in the Educational Plant Five-Year Survey Report, the College's Northwest Campus has a significant deficit of Natural Sciences lab and classroom space. On June 19, 2017, the Board approved the allocation of operating funds to the 2017-2018 Unexpended Plant Fund (Fund 7) to renovate and remodel this portion of Building I to help reduce the deficit of science lab space. This allocation was expected to cover all costs associated with Phase I and a significant portion of Phase 2. On February 20, 2018, the Board approved a project budget for Phase 1 in the amount \$682,660. Upon completion of Phase 1, College staff planned to review available funding, seek additional funds if required, and request project budget approval for Phase 2.

Project Status:

During the design of Phase 1, faculty and staff determined that the available space could be better used if the two phases were combined into one project. Consolidating the two phases into one project would also be faster, less disruptive, and more cost effective. The Natural Sciences Department developed a plan to temporarily relocate classes from Building I with the goal of consolidating the project phases.

The estimated project cost for the consolidated project is \$1,807,080, including design, construction, and furnishing and equipping the labs. Additional funds for the balance of the project were allocated as part of the 2018-2019 Unexpended Plant Fund (Fund 7), as approved by the Board on September 18, 2018.

Architect/Engineer:	Kail Partners
Contractor/Construction Manager:	TBD
Florida Building Code Inspector:	In-house
Estimated Project Budget:	\$1,807,080
Source of Funds:	Other local funds

Board Action Requested

- A. Approval to combine Phases 1 and 2 into one consolidated project**
- B. Approval of a revised total budget for the project in the amount of \$1,807,080**

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 December 2018

201.856, 18-19

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 December 31, 2018.

The following summary provides a comparison of actual revenues and expenditures for 2018-2019 vs. 2017-2018.

	2018-2019		2017-2018	
	<u>Dollar Amount</u>	<u>Percent of Budget</u>	<u>Dollar Amount</u>	<u>Percent of Actual</u>
Revenue	47,692,150	57.39	46,998,689	56.78
Expenditures	36,911,903	41.57	37,165,372	43.60

Board Action Requested

Acceptance of report

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

Budget Amendment #2, 2018-2019 Operating Budget, Current Unrestricted (Fund 1)

201.857, 18-19

The second amendment to the 2018-2019 Operating Budget, Current Unrestricted (Fund 1) is submitted for approval of the following:

- To increase the projected State revenue budget by \$2,850,691 for the non-recurring performance funds earned by the College
- To increase the operating expenditure budget by \$1,650,691 to cover Board approved supplemental contract payments
- To transfer \$1,200,000 in funds to the Plant Fund (Fund 7) for the conversion of the Teaching and Learning Lab into a state of the art area to be used by the Health Sciences Programs for Clinical Simulation to increase program enrollment
- To transfer \$2,824,230 in funds to the Plant Fund (Fund 7) for Phase 1 of the Institute for Technology and Advanced Manufacturing

Board Action Requested

Approval of budget amendment

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

Budget Amendment #1, 2018-2019 Unexpended Plant Fund Budget (Fund 7)

201.858, 18-19

The 2018-2019 Unexpended Plant Fund (Fund 7) is used to account for resources that are available for the acquisition or construction of physical property to be used for institutional purposes and resources designated for the major repair and/or replacement of institutional property, as well as associated liabilities.

The 2018-2019 Beginning Unexpended Plant Fund Budget approved by the Board in September 2018 totaled \$48,807,381.28. College staff recommend the following changes to this budget:

- Add \$1,500,000 for the Health Science Programs Clinical Simulation - Building W Renovation Project
- Add \$2,824,230 for Phase 1 of the Institute for Technology and Advanced Manufacturing Building
- Add \$516,739.54 for the Foundation matching funds pledged for the Blount Center Expansion Project to be spent before the 2017-18 PECO State Appropriation
- Reduce the grant allocation for the Plumbing and Fixture Retrofit project by \$5,613.95
- Add \$8,177.81 of interest earnings to the Energy Conservation Projects

Board Action Requested

Approval of budget amendment

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

International Travel

101.154, 18-19

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 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. Vilma Fuentes, travel to Johannesburg and Pretoria, South Africa, March 1 - 10, 2019

Dr. Vilma Fuentes, Vice President for Academic Affairs, is the project co-director for the tenth Community College Administrator Program (CCAP), developed in partnership with Florida State University and funded by the U.S. Department of State. In preparation for the program, Dr. Fuentes will travel to South Africa to meet with government officials, visit technical colleges, and help recruit participants for a South African CCAP scheduled to take place during the Fall 2019 Semester. Dr. Fuentes has travelled extensively in Asia, Europe, and South America both privately and as part of official Santa Fe College business. Transportation in South Africa will take place via taxi and chartered vehicle, often in the company of U.S. Embassy officials. This international travel will be funded by the U.S. Department of State. No travel warning has been issued for South Africa.

Michelle Freas, travel to Chernihiv, Poltava, and Ternopil, Ukraine, March 3 - 10, 2019

Michelle Freas, Assistant Professor of American Sign Language, will visit and lecture at the Technical College of Ternopil Ivan Puluj National Technical University, the Ukrainian Society of the Deaf, and the Ukrainian Association of Light Industry. She will fly into the capital of Kyiv and travel by train to Ternopil. All transportation in Ukraine will take place by car or train and in the company of administrators from the Technical College of Ternopil or alumni from the Community College Administrator Program. This travel will be funded by SF's International Education Office and the Technical College of Ternopil. A travel warning is in place for travel to eastern Ukraine and Crimea only. The central and western region of the country have no travel warnings. The College has international travel insurance that will cover travelers in the case of medical emergency, auto accident, sickness, security and political evacuation, kidnap or ransom, accidental death, and repatriation. Worker's Compensation will not cover Santa Fe College employees traveling to Ukraine, but staff are prepared to use personal medical insurance if required.

Kasey Brandt, travel to Indonesia, May 11 - 18, 2019

Kasey Brandt, Assistant Professor of Nursing, will visit and lecture at Atma Jaya University in Jakarta, Indonesia as part of a faculty exchange program. All transportation in Indonesia will take place by car and in the company of Atma Jaya staff. This travel will be funded by SF's International Education Office and Atma Jaya University. No travel warnings have been issued for Indonesia.

Dr. Dustin Fridkin, travel to China, May 23 - June 6, 2019

Dr. Dustin Fridkin, Assistant Professor of Political Science, will travel to China as part of a faculty exchange program with Beijing Union University (BUU). He will provide guest lectures, contribute to classroom discussions, learn about China's political culture, and help deepen the collaboration between Santa Fe College and BUU. All transportation in the country will take place by bus or private vehicle and in the company of BUU staff. This travel will be funded by SF's International Education Office and BUU. No travel warning has been issued for China.

Dr. David Price, travel to London and Brighton, United Kingdom June 16 - 20, 2019

Dr. David Price, Professor of Social and Behavioral Sciences, will travel to London and Brighton in the United Kingdom to deliver a presentation at the 2019 Conference on International Teaching and Learning hosted by the Political Science Association. All transportation in the United Kingdom will take place via car or train. 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: Delivery Alternatives - Assess student needs and outcomes
as well as create innovative and flexible learning opportunities.***

Cooperation Agreement with Poltava National Technical Yuri
Kondratyuk University, Ukraine

408.2413, 18-19

This Cooperation Agreement will initiate a new collaborative relationship with Poltava National Technical University (PoINTU) in Poltava, Ukraine. SF and PoINTU have already collaborated through various grants sponsored by the U.S. Department of State, including PoINTU hosting four Santa Fe College administrators and four SF students for two separate events. Approval of this agreement will enable SF and PoINTU to explore new areas of potential collaboration outside of those that have been facilitated through federal grant projects. Under this agreement, the two institutions will work on potential student mobility programs, faculty exchange programs, educational information sharing, joint degree programs, and other areas of mutual interest. The agreement will remain in effect through December 21, 2023, unless either party terminates the agreement with ninety days notice.

Board Action Requested

Approval

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

Institutional Agreement to Participate in the Concurrent Admissions
Program (ConAP) with the U.S. Army Recruiting Command

408.2414, 18-19

This agreement with the U.S. Army Recruiting Program permits the College to participate in the Army's Concurrent Admissions Program. The program allows the Army Recruiting Command to link new enlistees to SF at the time of enlistment in the Army or the Army Reserve. The future soldiers will state their intent to enroll at SF during or after their enlistment and SF will acknowledge their intent to enroll by sending information about the College to the enlistees. As the agreement allows staff in the Veterans and Military Success Center to partner with local army recruiters, this agreement will assist in increasing the number of veterans and active duty students at the College.

Board Action Requested

Approval

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

Interagency Agreement Regarding Sharing Information About Juvenile Offenders with the Alachua County School District Superintendent, State of Florida, Department of Juvenile Justice Probation and Community Intervention (Circuit 8), Alachua County Sheriff's Office, Alachua Police Department, Gainesville Police Department, University Police Department, Santa Fe Police Department, and High Springs Police Department

408.2415, 18-19

This Memorandum of Understanding with the Alachua County School District, Department of Juvenile Justice and Alachua County law enforcement partners, including the Santa Fe College Police Department, allows for the sharing of information concerning juvenile arrests and juvenile offenders between these entities. Per the newly revised State law, FSS 985.04, partner entities will be able to share criminal summary information that previously may have been exempt under State law and will provide for enhanced overall safety for all parties

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 Memorandum of Understanding for Governmental Entity Access to the Driver and Vehicle Information Database System (DAVID) with the Florida Department of Highway Safety and Motor Vehicles for the Institute of Public Safety

408.2416, 18-19

The First Amendment to the Memorandum of Understanding for Governmental Entity Access to Driver and Vehicle Information Database System (DAVID) with the Florida Department of Highway Safety and Motor Vehicles (FDHSMV) for the Institute of Public Safety addresses federal regulations and laws regarding access to the deceased date of individuals in the database. The Amendment requires Santa Fe College to have systems in place to safeguard access to this information and prohibits unauthorized disclosure of this data. This Amendment will be effective as of the date of last signature and will remain in effect for the term of the IPS MOU. The execution of this Amendment is mandated by FDHSMV in order for IPS to continue to have access to the DAVID database.

Board Action Requested

- A. Approval of the Amendment**
- B. Delegation of authority to the Provost and Vice President for Academic Affairs to execute any future amendments and related documents associated with the MOU upon legal review and approval by the President and other appropriate college officials**

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

First Amendment to the Memorandum of Understanding for Governmental Entity Access to the Driver and Vehicle Information Database System (DAVID) with the Florida Department of Highway Safety and Motor Vehicles for the Police Department

408.2417, 18-19

The First Amendment to the Memorandum of Understanding for Governmental Entity Access to Driver and Vehicle Information Database System (DAVID) with the Florida Department of Highway Safety and Motor Vehicles for the SF Police Department addresses federal regulations and laws regarding access to the deceased date of individuals in the database. The Amendment requires Santa Fe College to have systems in place to safeguard access to this information and prohibits unauthorized disclosure of this data. This Amendment will be effective as of the date of last signature and will remain in effect for the term of the SFPD MOU. The execution of this Amendment is mandated by FDHSMV in order for the SFPD to continue to have access to the DAVID database.

Board Action Requested

- A. Approval of the Amendment**
- B. Delegation of authority to the Vice President for Advancement to execute any future amendments and related documents associated with the MOU upon legal review and approval by the President and other appropriate college officials**

District Board of Trustees
January 15, 2019

Agenda Item: 9.6

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

College Affiliation Agreement with Putnam Community Medical Center
of North Florida, LLC d/b/a Putnam Community Medical Center

408.2418, 18-19

The College Affiliation Agreement with Putnam Community Medical Center, an HCA facility in Palatka, FL, will allow students in the Associate of Science in Cardiovascular Technology and Clinical Laboratory Science Programs to participate in clinical training at this general acute care facility. The agreement will remain in effect for five years and may be canceled by either party with sixty 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 the Non-Exclusive Student Affiliation Agreement for Nuclear Medicine Technology with Florida Hospital Ocala, Inc. as successor to Munroe HMA Hospital, LLC d/b/a Munroe Regional Medical Center

408.2419, 18-19

The First Amendment to the Non-Exclusive Student Affiliation Agreement for Nuclear Medicine Technology updates the name of the facility to Florida Hospital Ocala, Inc., after the company's acquisition of Munroe HMA Hospital, LLC d/b/a Munroe Regional Medical Center, and will allow students in the Nuclear Medicine Technology Program to perform additional patient care duties beyond those that were allowed by the original agreement. The additional duties will enhance the student experience, better preparing the participants to serve as entry-level technologists. The remainder of the agreement remains unchanged.

Board Action Requested

Approval

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

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

408.2420, 18-19

For many years, the College has enjoyed a successful relationship with Temp Force, LLC to provide employment services to SF.

In light of the College's increased budget based on receipt of additional non-recurring funds, the President has made arrangements for funding for Temp Force talent assigned to SF as follows: Temp Force personnel who are actively working at Santa Fe College as of February 1, 2019, and who remain employed by Temp Force and are regularly working at the College through and including April 1, 2019, may receive a one-time, non-recurring wage supplement in the amount of \$375 for services performed during the above-referenced time period, to be paid on or about the week of April 15th.

The proposed Fourth Amendment outlines the contract changes necessary to accomplish this goal and calls for a negotiated mark-up of 17.28%, which is substantially less than the mark-up provided for in the existing contract.

Board Action Requested

Approval

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

2018 Defraying Costs of Enrolling Displaced Students Program Grant

409.2230, 18-19

This grant funding will reimburse the College for the tuition waived for qualifying students who were displaced by Hurricane Maria during the Spring 2018 and Fall 2018 Semesters (in the 2017-2018 and 2018-2019 fiscal years, respectively). The requested funds are the difference between in-state tuition and out-of-state tuition, as these students were only charged the in-state tuition rate to attend Santa Fe College.

The amount of funds requested from the U.S. Department of Education is \$38,658, with no matching funds from Santa Fe College.

Duration of this project is January 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.

Santa Fe College Foundation Liaison Update and Board Members' Remarks
