



**The District Board of Trustees  
Santa Fe College, Florida  
Board Meeting of May 18, 2021, at 4 p.m.  
Joseph W. Fordyce Building, Gainesville, Florida**

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**Amended Agenda**

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**Adoption of Agenda**

**Agenda Item: 1.1**  
418.584, 20-21

1. General Functions

Pledge of Allegiance

1.1 Adoption of Agenda for Board Meeting of May 18, 2021

1.2 Approval of Board Meeting Minutes of April 20, 2021

2. Information Items

2.1 President's Report

2.2 Strategic Planning

2.3 Quarterly Equity Update

2.4 President's Contract Review Committee

2.5 Proposed Board of Trustees Meeting Schedule for 2021-2022

2.6 Fee Waiver Report for Spring Term 2021

2.7 New Rule 2.17: Designation of Emeritus

2.8 Deletion of Rule 6.3: Facilities Services Financing and Control

2.9 Deletion of Rule 6.11: Building Program – Uniform Building Code Compliance

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)

Agreements, Grants

4.5 Revised Standard Professional Practice Affiliation Agreement for the Health Information Technology Program

4.6 Community Policing – Technology Improvement 2021-2022 Byrne Grant

4.7 Community College Administrator Program (CCAP) – 2021-2024 Grant

Finance Items

4.8 Report of Purchases for April 2021

- 4.9 Colonel Harry M. Hatcher, Jr. Property Survey 21-06
- 5. Facilities Items
  - 5.1 W Building Second Floor Classrooms Renovation/Remodel – Construction Documents (Phase III Documents) and Guaranteed Maximum Price
  - 5.2 Blount Center Expansion Project – Declaration of Restrictive Covenant with the State of Florida, Department of Environmental Protection
  - 5.3 Blount Center Expansion Project – Petroleum Restoration Program Site Access Agreement with the State of Florida, Department of Environmental Protection
- 6. Finance Items
  - 6.1 Fund 1 (Current Unrestricted) Revenue and Expenditure Budget Report for April 2021
  - 6.2 Agreements for Disaster Recovery and Remediation Services with:
    - Belfor USA Group, Inc.
    - Cotton Commercial USA, Inc.
    - ProConstruction, LLC d/b/a Complete DKI
  - 6.3 Amendment #1 to the Agreement for Sponsorship and Snack Vending with Compass Group USA, Inc. through its Canteen Vending Services Division
- 7. General Institutional Items
  - 7.1 Deletion of Courses Not Taught in the Last Five Years
  - 7.2 Amended Face Covering (Mask) Protocol (Due to the COVID-19 Pandemic) – **ADDED**
- 8. Agreements/Grants
  - 8.1 Testing Center Service Agreement with Prov, Incorporated
  - 8.2 Memorandum of Understanding for Implementation of a Peer Support Program with the City of Gainesville Police Department, the Alachua County Sheriff's Office, the City of Alachua Police Department, the City of High Springs Police Department, the University of Florida Police Department, and the Santa Fe College Police Department
  - 8.3 Clinical Student Agreement with Leesburg Regional Medical Center, Inc. d/b/a UF Health Leesburg Hospital for Various Health Sciences Programs
  - 8.4 Clinical Student Agreement with The Villages Regional Hospital d/b/a UF Health The Villages Hospital for Various Health Sciences Programs
  - 8.5 Termination of the Agreement with the University of Florida College of Dentistry for the Administration of Dental Programs
  - 8.6 BBVA Foundation – Center for Innovation and Economic Development Grant
  - 8.7 Capital City Bank – GRRATE Summer Camp Grant
  - 8.8 Children's Trust of Alachua County Grant
  - 8.9 Santa Fe College Food Pantry and ShareWear Grant
- 9. Santa Fe College Foundation Liaison Update and Board Members' Remarks
- 10. Adjournment

**Board Action Requested**

**Approval**

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Approval of Board Meeting Minutes of April 20, 2021

401.575, 20-21

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The minutes of the regular meeting of the District Board of Trustees of Santa Fe College held April 20, 2021, are presented for approval.

**Board Action Requested**

**Approval**

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President's Report

Information Item

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The President will discuss a variety of information topics.

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Strategic Planning

Information Item  
419.83, 20-21

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

District Board of Trustees  
May 18, 2021

Agenda Item: 2.3

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

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Quarterly Equity Update

Information Item  
400.685, 20-21

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To be presented at the meeting.

**District Board of Trustees**  
**May 18, 2021**

**Agenda Item: 2.4**

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President's Contract Review Committee

Information Item  
411.470, 20-21

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To be presented at the meeting.

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Proposed Board of Trustees Meeting Schedule for 2021-2022

Information Item  
416.161, 20-21

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Below is the proposed schedule of the Board of Trustees meetings for the 2021-2022 year. All meetings begin at 4 p.m. Meeting locations are subject to change.

**2021-2022 Board Meeting Schedule**

July 20, 2021	Kirkpatrick Center
<b>August 2021</b>	<b>No Board Meeting</b>
September 21, 2021	Northwest Campus
October 19, 2021	Andrews Cultural Center
November 16, 2021	Perry Center
<b>December 2021</b>	<b>No Board Meeting</b>
January 18, 2022	Northwest Campus
February 15, 2022	Blount Center
<b>March 2022</b>	<b>No Board Meeting</b>
April 19, 2022	Andrews Cultural Center
May 17, 2022	Northwest Campus – Zoo
June 21, 2022	Northwest Campus
July 19, 2022	Watson Center



District Board of Trustees  
May 18, 2021

Agenda Item: 2.6

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

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Fee Waiver Report for Spring Term 2021

Information Item  
200.972, 20-21

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Florida Statute 1009.26 identifies statutorily authorized fee waivers, and Board-authorized fee waivers are defined in College Rule 7.13: Waiver of Fees. When a course fee is waived, all fees associated with the course are waived except for Technology, Transportation, Access, Lab, and Distance Learning fees.

Pursuant to State Board of Education Rule 6A-14.054 (12), the College maintains the list of persons for whom fees are waived, documentation supporting the waivers, and the amount of the fees waived. Attached is a summary report for the term that identifies the authorized waiver types, number of students granted waivers, and the dollar amount associated per waiver type.

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New Rule 2.17: Designation of Emeritus

Information Item  
410.578, 20-21

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The College's New Rule 2.17: Designation of Emeritus recognizes outstanding service to the College by former Trustees and College Presidents by bestowing the Emeritus title upon such individuals. The rule details the eligibility standards for Emeritus status, the benefits that Emeriti will receive, record-keeping requirements, and revocation procedures.

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Deletion of Rule 6.3: Facilities Services Financing and Control

Information Item  
410.579, 20-21

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Rule 6.3: Facilities Services Financing and Control is being recommended for deletion as it is outdated and duplicative. The College maintains operational financing and control through its rules under Chapter 5: Administration and Finance.

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Deletion of Rule 6.11: Building Program – Uniform Building Code  
Compliance

Information Item  
410.580, 20-21

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Rule 6.11: Building Program – Uniform Building Code Compliance is being recommended for deletion as it is outdated and duplicative. Under the law, the College must maintain strict accordance with the most recently adopted State Uniform Building Code for Public Educational Facilities Construction within the Florida Building Code, Florida Fire Prevention Code, the State Requirements for Educational Facilities (SREF), and other applicable sections of law, building codes, and life safety codes.

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

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Citizen's Requests

423.90, 20-21

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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  
May 18, 2021**

**Agenda Item: 4.1**

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

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Career Service Staff

403.573, 20-21

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The individuals listed below are being recommended for appointment. The employees listed reflect those whose documentation has been processed and finalized by Human Resources as of April 27, 2021.

**Appointment**

<u>Name</u>	<u>Position</u>
Andrea Chapov	Administrative Assistant, Information Technology Services
Jovon Howard	Police Dispatcher

**Board Action Requested**

**Approval**

**C O N S E N T**

District Board of Trustees  
May 18, 2021

Agenda Item: 4.2

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

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Contract Staff (Administrative and Professional)

411.471, 20-21

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The individuals listed below are being recommended for appointment for 2020-2021 or 2021-2022, as stated in the individual employee's contract. The employees listed reflect those whose documentation has been processed and finalized by Human Resources as of April 27, 2021.

Executive/Managerial

**Appointment**

***Full Time***

Name

Lenore Montalbano  
*MS, Florida Atlantic University*

Position

Academic Chair, Information Technology Education

Technical/Professional

**Appointment**

***Full Time***

Name

Corry Moore  
*MS, Bethune Cookman University*

Position

Interim Coordinator, My Brother's Keeper

***Part Time***

Name

Danielle Mercier  
Laura Young

Position

Specialist, Finish at the Top (Admissions)  
Admissions Specialist

**Board Action Requested**

**Approval**

**C O N S E N T**

**District Board of Trustees  
May 18, 2021**

**Agenda Item: 4.3**

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

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Contract Staff (Community and Continuing Workforce Education)

404.475, 20-21

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The individuals listed below are being recommended for appointment for 2020-2021, as stated in the individual employee's contract. The employees listed reflect those whose documentation has been processed and finalized by Human Resources as of April 27, 2021.

Community Education

**Appointment**

***Part Time***

<u>Name</u>	<u>Course</u>
Erin Kelly	Zumba Gold
Evelyn Rodriguez	Mandala Art Journaling

**Board Action Requested**

**Approval**



**C O N S E N T**

**District Board of Trustees  
May 18, 2021**

**Agenda Item: 4.4**

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

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Contract Staff (Faculty)

402.841, 20-21

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The individuals listed below are being recommended for appointment for 2020-2021 or 2021-2022, as stated in the individual employee's contract. The employees listed reflect those whose documentation has been processed and finalized by Human Resources as of April 27, 2021.

**Appointment**

***Full Time***

<u>Name</u>	<u>Position</u>
William Battle <i>MA, University of Florida</i>	Interim Assistant Professor, Mathematics

***Part Time***

<u>Name</u>	<u>Discipline</u>
Maggie Curtis	Zoo Animal Technology
Linda Davidson	Nursing
Adam Faircloth	Criminal Justice
Rabindranauth Narayan	Criminal Justice

**Board Action Requested**

**Approval**

## C O N S E N T

District Board of Trustees  
May 18, 2021

Agenda Item: 4.5

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

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Revised Standard Professional Practice Affiliation Agreement for  
the Health Information Technology Program

408.2541, 20-21

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The Health Information Technology (HIT) Program has an accreditation review scheduled for October 2021 with the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM). To prepare for the review, this Standard Professional Practice Affiliation Agreement for the Health Information Technology Program, which allows HIT students to gain professional practice experience, is being revised to meet CAHIIM requirements which state that such agreements must adequately outline health, safety, and security policies and requirements. Standard clauses have been added and updated as well, including updating the nondiscrimination and liability language, and adding provisions related to public records and FERPA.

### **Board Action Requested**

**Approval of revised standard template and authorization for the Provost and Vice President for Academic Affairs to execute future standard agreements on behalf of the College without further review by the Board. As they occur, the College will report to the Board as information items the names of the entities entering into this standard agreement.**

## C O N S E N T

District Board of Trustees  
May 18, 2021

Agenda Item: 4.6

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

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Community Policing – Technology Improvement 2021-2022 Byrne Grant

409.2313, 20-21

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The purpose of this project is to help provide funding for the following policing activities: 1) Rape Aggression Defense (RAD) classes, a nationally recognized model for training and empowering citizens in intensive personal defense, including personnel costs, instructor trainings, and certifications; and 2) police body-worn cameras and related data storage licenses for use at the future Blount Campus.

The amount of funds requested from the Edward Byrne Memorial Justice Assistance Grant Program is \$6,226, with no matching funds from Santa Fe College.

Duration of this project is October 1, 2021, through September 30, 2022.

Operating budget impact: None.

### **Board Action Requested**

**Approval of grant. Upon legal review and approval, the President or 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  
May 18, 2021

Agenda Item: 4.7

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

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Community College Administrator Program (CCAP) – 2021-2024 Grant

409.2314, 20-21

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This project will allow for a six-week study program in the United States for sixteen foreign officials with higher education planning responsibilities and administrators from postsecondary vocational and technical institutions. The program is designed to familiarize college administrators from a country to be determined with the structure and functions of the U.S. community college model as well as best practices in how these higher education institutions are administered. There will be an initial one-week program focused on educational approaches of the U.S. community college sector and the educational development issues they face, followed by a structured five-week program with two weeks on-site at Santa Fe College. Program topics will include administration, governance, finance, student affairs, student services, program assessment, leadership technology, workforce development, community engagement, private sector partnership, and distance learning.

This project is a collaboration between Florida State University (FSU), acting as fiscal agent, and Santa Fe College as a grant subrecipient. SF will assist FSU with the initial country assessment work, program implementation, ongoing assessment, and reporting.

The amount of funds requested from the U.S. Department of State, Bureau of Educational and Cultural Affairs is \$58,955, with no matching funds from Santa Fe College.

Duration of this project is October 1, 2021, through May 31, 2024.

Operating budget impact: None.

### **Board Action Requested**

**Approval of grant. Upon legal review and approval, the President or 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  
May 18, 2021**

**Agenda Item: 4.8**

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

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Report of Purchases for April 2021

202.673, 20-21

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Below are the total amounts and a summary of purchases for the month of April 2021.

Purchasing	\$1,412,762.46
Risk Management Consortium	<u>\$1,210,137.00</u>
<b>Total</b>	<b><u>\$2,622,899.46</u></b>

<u>P.O. No.</u>	<u>Amount</u>	<u>Procurement</u>	<u>Vendor</u>	<u>Class of Item-Department</u>
Y81858 (Fund 6)	\$ 53,000.00	Exempt	James Moore & Co.	Annual Property-Casualty Audit Risk Management Consortium
Y81860 (Fund 6)	\$ 923,907.00	Contract	Johns Eastern Company, Inc.	Claims Administration Services Risk Management Consortium
Y81861 (Fund 6)	\$ 53,080.00	Contract	Gallagher Bassett	Claims Administration Services Risk Management Consortium
Y81862 (Fund 6)	\$ 135,150.00	Exempt	Fire Prevention Specialists, Inc.	SREF Inspections for Colleges Risk Management Consortium
Y81981 (Fund 7)	\$ 651,090.00	Contract	Charles Perry Partners, Inc.	Renovation/Remodel Blount Data/Science Center
Y81988 (Fund 7)	\$ 43,522.00	Contract	American Roll Up Door Company	Direct Purchase – Roll Up Doors Blount Campus
Y82016 (Fund 1)	\$ 56,580.96	Exempt	Turnitin	Originality Checking Academic Technology
Y82082 (Fund 7)	\$ 66,290.00	Contract	Kail Partners, LLC	Advisement Renovation/Remodel Health Sciences

\$1,982,619.96

Purchase orders for previously awarded bids/contracts: 2  
(Both TempForce)

Amount: \$18,554.65

Other Purchases \$0 - \$35,000.00  
Number of purchase orders: 322

Amount: \$621,724.85

**Board Action Requested**

**Approval**

## C O N S E N T

District Board of Trustees  
May 18, 2021

Agenda Item: 4.9

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

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Colonel Harry M. Hatcher, Jr. Property Survey 21-06

200.973, 20-21

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Pursuant to Rule and Procedure 5.7: Tangible Personal Property Control, College property that has become unusable or obsolete is reported to the Property Survey Committee by various property custodians, persons designated as responsible for maintaining and protecting the tangible personal property in a department. The Property Survey Committee, appointed by the President and composed of representatives from around the College, reviews the requests of property custodians that wish to remove said items from their inventory before all items valued over \$5,000 are presented to the Board for approval.

The Property Survey Committee conducted a virtual meeting on April 20, 2021, to consider requests from property custodians and the Committee members approved the requests presented in this Property Survey 21-06. The following table is a summary of the items by disposition method and a detailed list of all items from each category is attached.

<b>Disposition Method</b>	<b>Number of Items</b>	<b>Original Cost or Value Items &gt; \$5,000 to be Removed from Inventory and Financial Records</b>	<b>Depreciation of Items &gt; \$5,000</b>	<b>Total Book Value Items to be Removed from Inventory and Financial Records</b>
Surplus Property	9	80,130.60	80,130.60	0
<b>TOTAL</b>	<b><u>9</u></b>	<b><u>80,130.60</u></b>	<b><u>80,130.60</u></b>	0

Disposition Method:

Surplus Property includes all property to be sold or transferred to another entity. Surplus property is generally offered to Alachua and Bradford County schools first. If the schools are not interested in these items, they can be offered to other non-profit organizations that have requested them. Items remaining will then be sold at a surplus auction.

### **Board Action Requested**

**Approval**

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

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W Building Second Floor Classrooms Renovation/Remodel –  
Construction Documents (Phase III Documents) and Guaranteed  
Maximum Price

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412.1238, 20-21

Project Background & Description:

This project involves the renovation and remodel of four classrooms totaling 2,885 square feet, as well as several minor modifications to a teaching lab in W Building. Project costs include updates to technology, lighting, flooring, acoustics, furniture, and finishes in W-206, W-207, W-222, W-230 and W-281. These classrooms were constructed and equipped in 1984 and have had very few updates since they were originally outfitted. Modernizing the classrooms will provide greater flexibility in how they may be used, including the ability to combine multiple spaces into a large learning environment.

On April 20, 2021, the Board approved a project budget of \$448,000 to renovate these learning spaces to better serve and support the College's Health Sciences Programs.

Architect/Engineer:	Kail Partners
Contractor/Construction Manager:	DE Scorpio Corporation
Florida Building Code Inspector:	In-house
Estimated Project Budget:	\$448,000
Source of Funds:	Capital Improvement Fee, Other local funds

Project Status:

College staff has coordinated the design development process; received, reviewed, and approved the project's Construction Documents (Phase III Documents); are supervising the bidding of all trade packages; and are negotiating a Guaranteed Maximum Price (GMP) not to exceed \$375,000.

**Board Action Requested**

- A. Approval of Construction Documents (Phase III Documents)**
- B. Approval of the Guaranteed Maximum Price not to exceed \$375,000**

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

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Blount Center Expansion Project – Declaration of Restrictive Covenant with the State of Florida, Department of Environmental Protection

412.1239, 20-21

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On May 23, 2019, Santa Fe College received an award of \$4,764,080 from the U.S. Department of Commerce's Economic Development Administration (EDA) for the Blount Center Expansion Project. In accepting the award, the College also accepted a Special Award Condition to follow and comply with all appropriate requirements mandated by the Florida Department of Environmental Protection (FDEP) in order to close out the petroleum contamination issues found on the project site pursuant to the State's Petroleum Restoration Program. The Special Award Condition also requires the site to receive a Site Rehabilitation Completion Order (SRCO) with or without conditions.

Since the award from the EDA was issued, the installation of wells and testing of water samples through the direction of the FDEP have occurred. All of the testing samples have satisfied FDEP requirements for a determination of "no further action" needed. The next step for SF is to receive approval from the FDEP to enter into a Declaration of Restrictive Covenant, which will permanently prohibit the installation and use of wells and groundwater beneath the new building and will satisfy the EDA's SRCO requirement.

The College has received a template for a Declaration of Restrictive Covenant from FDEP for the project site and has customized it for FDEP's review. Acceptance of a final Declaration by the FDEP will authorize the College to draw down the funding awarded by EDA.

**Board Action Requested**

- A. Approval in concept of the Declaration of Restrictive Covenant based on the draft presented**
- B. Delegation of authority for the Board Chair to execute the final Declaration of Restrictive Covenant and related documents upon legal review and approval by appropriate College officials**



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

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Blount Center Expansion Project – Petroleum Restoration  
Program Site Access Agreement with the State of Florida,  
Department of Environmental Protection

412.1240, 20-21

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Santa Fe College is actively working with the Florida Department of Environmental Protection (FDEP) to remediate and close out petroleum contamination issues on the Blount Center Expansion Project site. The history of the project site's contamination is long and predates property ownership by the College as well as the Santa Fe College Foundation, who initially purchased the property.

Since the beginning of this project, SF has been participating in the FDEP's Petroleum Restoration Program, which funds technical oversight, management, and administration for the assessment and cleanup of contaminated property. Recent groundwater testing samples have satisfied FDEP's requirements for site closure and the installed monitoring wells onsite have already been abandoned.

In order to remain eligible for the Petroleum Restoration Program, SF must provide permission to the FDEP and its contractors to access the property when necessary. Site access was previously granted to the FDEP by the Foundation before the property was transferred to the College, and continued site access will satisfy program requirements and allow the College to proceed with obtaining approval for site closure.

**Board Action Requested**

**Approval**

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

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Fund 1 (Current Unrestricted) Revenue and Expenditure Budget  
Report for April 2021

201.903, 20-21

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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 April 30, 2021.

The following summary provides a comparison of actual revenues and expenditures for 2020-2021 vs. 2019-2020.

	<b>2020-2021</b>		<b>2019-2020</b>	
	<u>Dollar Amount</u>	<u>Percent of Budget</u>	<u>Dollar Amount</u>	<u>Percent of Budget</u>
Revenue	66,199,003	79.98%	71,604,701	84.94%
Expenditures	59,514,539	66.35%	61,479,262	65.39%

**Board Action Requested**

**Approval**

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

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Agreements for Disaster Recovery and Remediation Services with: 209.210, 20-21  
Belfor USA Group, Inc.  
Cotton Commercial USA, Inc.  
ProConstruction, LLC d/b/a Complete DKI

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A request for proposals (RFP), jointly created by the Florida College System Risk Management Consortium (FCSRMC) and Santa Fe College, as its fiscal agent, was released on June 24, 2020, for disaster recovery and remediation services in the event of a disaster, such as a hurricane.

The intention of the solicitation and resulting agreements is to provide Florida College System (FCS) institutions with multiple available contractors for these services without the need to perform solicitations at the time of a crisis. Having contractors in place that were established by a public solicitation enables affected institutions to potentially qualify for reimbursement from the Federal Emergency Management Agency (FEMA). Because this is an indefinite quantity solicitation, the value of the solicitation cannot be determined.

At the October 20, 2020, meeting, the Board approved the recommendation to award the RFP to three vendors: Belfor USA Group, Inc., Cotton Commercial USA, Inc., and ProConstruction, LLC, d/b/a Complete DKI. After negotiations with each firm, the final agreements are presented for approval.

**Board Action Requested**

**Approval**

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

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Amendment #1 to the Agreement for Sponsorship and Snack Vending with Compass Group USA, Inc. through its Canteen Vending Services Division

209.211, 20-21

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This amendment to the Agreement for Sponsorship and Snack Vending with Compass Group USA, Inc. through its Canteen Vending Services Division will extend the College's contract with Compass through June 30, 2026, and add a clause concerning the E-Verify system. The E-Verify clause will require Compass to register with and use the E-Verify system to verify work authorization status of all newly hired employees and meet other related statutory requirements under Florida Statute 448.095.

Additionally, the amendment permits Compass to raise prices on existing product categories by up to 25 cents effective July 1, 2021, and by up to an additional 25 cents effective July 1, 2024. The amendment requires that vending prices otherwise remain constant.

Compass was selected following a solicitation process in 2016 and has performed well and met all contractual obligations through its first term. As part of the agreement, Compass pays the College a 22.5% commission on sales, with a guarantee of at least \$25,000 in commissions. The College will re-solicit for these services prior to the new expiration date.

**Board Action Requested**

**Approval**

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

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Deletion of Courses Not Taught in the Last Five Years

400.686, 20-21

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To stay in compliance with Florida Administrative Code Rule 6A-10.0331, for the 2020-2021 academic year, the following courses have not been taught in the last five years or more and need to be purged from the Statewide Course Numbering System catalog inventory for Santa Fe College. This is an annual catalog house-cleaning task that requires Board approval.

<b>Course Number</b>	<b>Title</b>	<b>Last Year Offered</b>
ANT2140	World Prehistory	2015
ASH2030	Modern East Asian History	2015
ATF1100	Introduction to Pilot Training	2015
ATF1108	Flight Training 1	2015
ATF1109	Flight Training 2	2015
ATF2201	Commercial Flight 1	2015
ATF2202	Commercial Flight 2	2015
ATF2400	Multi-Engine Flight	2015
BSC1404C	Introduction to Biotechnology Methods	2015
CVT2942	Internship in Cardiovascular Technology	2015
EET1015	DC Circuit Analysis	2015
EET1015L	DC Circuit Analysis Lab	2015
EET2025	AC Circuit Analysis	2015
EET2025L	AC Circuit Analysis Lab	2015
ENC1101L	College Composition Lab	2014
ETI2170L	Quality Assurance and Regulatory Affairs Lab	2015
MNA2100	Human Relations/Business	2015
NUR1283C	Older Adults	Never
NUR2023C	Fundamentals of Nursing	Never
NUR2141C	Pharmacology 1	Never
NUR2142C	Pharmacology 2	Never
NUR2143C	Pharmacology 3	Never
NUR2211C	Concepts 1	Never
NUR2213C	Concepts 2	Never
OST2811	Desktop Publishing	2015
PGY2750C	Creative Video Making	2015
REL2240	Survey of the New Testament	2014
RTE2571	Physics and Instrumentation of Computed Tomography	2015

**Board Action Requested**

**Approval**

**A D D E D**

**District Board of Trustees  
May 18, 2021**

**Agenda Item: 7.2**

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Amended Face Covering (Mask) Protocol (Due to the COVID-19  
Pandemic)

400.687, 20-21

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In response to the COVID-19 pandemic, the Board approved a Face Covering (Mask) Protocol at its July 21, 2020, meeting. Conditions related to the pandemic are improving and recommendations from government authorities concerning face coverings (face masks) are evolving at a faster pace; accordingly, the Board authorizes the President to amend this protocol from time to time without further review by the Board.

**Board Action Requested**

**Approval**

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

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Testing Center Service Agreement with Prov, Incorporated

408.2542, 20-21

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The College has had a testing agreement in place with Prov, Incorporated since 2018. Prov administers online construction trade exams for those who want to become licensed or certified in this field and maintains membership in both the National College Testing Association (NCTA) and the Florida Association of College Test Administrators (FACTA). By having a testing site at SF, students and other local residents will be able to complete their required assessments close to home, saving time and money.

This new agreement with Prov will give Santa Fe College students a \$20 discount for each exam taken through the company at SF, and the College will be paid \$20 per exam for non-SF students. The agreement will begin on April 21, 2021, and will automatically renew for one-year terms unless either party terminates the agreement as provided.

**Board Action Requested**

**Approval**

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

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Memorandum of Understanding for Implementation of a Peer Support Program with the City of Gainesville Police Department, the Alachua County Sheriff's Office, the City of Alachua Police Department, the City of High Springs Police Department, the University of Florida Police Department, and the Santa Fe College Police Department

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408.2543, 20-21

This Memorandum of Understanding (MOU) proposed by the Gainesville Police Department (GPD) and in coordination with other local law enforcement agencies will create a Multi-Jurisdiction Law Enforcement Mental Health and Wellness Peer Support Program (PSP). GPD was awarded a Department of Justice Office of Community Policing grant to implement the PSP and train participating sworn and non-sworn agency personnel in mental health and wellness peer-to-peer support best practices. Training will seek to break down the stigma surrounding mental health struggles in policing, promote awareness that law enforcement officers are not alone when dealing with mental health issues, and allow participants to gain a better understanding about the stressors, issues, and concerns that they and many other officers face. Team members will act as peer support when any member is in need, allowing members who want to speak to someone in the field in an informal setting the opportunity to do so, while not seeking to replace experts or licensed mental health counselors. There is no cost to Santa Fe College for the professional development offered by this cooperative endeavor. The MOU will be effective from the date of last signature and will continue through September 30, 2022.

**Board Action Requested**

**Approval**



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

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Clinical Student Agreement with Leesburg Regional Medical Center, Inc.  
d/b/a UF Health Leesburg Hospital for Various Health Sciences Programs

408.2544, 20-21

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SF has been working with Leesburg Regional Medical Center, Inc. d/b/a UF Health Leesburg Hospital since 2018. Continuation of this relationship will allow SF's Biomedical Engineering Technology, Cardiovascular Technology, Clinical Laboratory Science, Diagnostic Medical Sonography, and Health Service Administration students to gain valuable clinical experience at this Leesburg facility. The agreement will be effective as of June 17, 2021, for a one-year term unless terminated by either party in accordance with the termination clause.

**Board Action Requested**

**Approval**

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

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Clinical Student Agreement with The Villages Regional Hospital d/b/a UF Health The Villages Hospital for Various Health Sciences Programs

408.2545, 20-21

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SF has been working with The Villages Regional Hospital d/b/a UF Health The Villages Hospital since 2017. Continuation of this relationship will allow SF's Biomedical Engineering Technology, Cardiovascular Technology, Clinical Laboratory Science, Diagnostic Medical Sonography, and Health Service Administration students to gain valuable clinical experience at this facility in The Villages. The agreement will be effective as of June 17, 2021, for a one-year term unless terminated by either party in accordance with the termination clause.

**Board Action Requested**

**Approval**

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

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Termination of the Agreement with the University of Florida College of Dentistry for the Administration of Dental Programs

408.2546, 20-21

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The financial arrangement between the University of Florida College of Dentistry and Santa Fe College under which UF provides a licensed and qualified professional to act as the Director of SF's Dental Assisting and Dental Hygiene Programs and a clinical assistant professor to teach dental curriculum to SF students and provide coverage in SF's dental clinic is being dissolved by mutual agreement. Santa Fe College is re-establishing these positions as part of Santa Fe College's staff, and the College will no longer be obligated to pay UF \$260,655 annually for these two positions. The clinical relationship between SF and UF remains unchanged with respect to student training.

**Board Action Requested**

- A. Approval in concept of the termination letter based on the draft presented**
- B. Delegation of authority for the Board Chair to execute the termination letter upon legal review and approval by appropriate College officials**

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

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BBVA Foundation – Center for Innovation and Economic  
Development Grant

409.2315, 20-21

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The purpose of this project is to provide support for three minority-founded businesses for one year in the Center for Innovation and Economic Development (CIED) small business incubator. Services of the CIED include full access to a collaborative workspace with internet, an official business address, a receptionist, access to a copier/printer, weekly peer group meetings, workshops, and one-on-one meetings with subject matter experts to support concept and business plan development. At the end of the year, participating companies will be better prepared for success with a strong network of small business founders, entrepreneurs, and subject matter experts for ongoing collaboration and support. Companies will have also developed a written business plan including business concepts, programs and services, marketing tactics, and financial projections.

The amount of funds requested from the BBVA Foundation Group is \$5,000, with no matching funds from Santa Fe College.

Duration of this project is July 1, 2021, through June 30, 2022.

Operating budget impact: None.

**Board Action Requested**

**Approval of grant. Upon legal review and approval, the President or 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.***

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Capital City Bank – GRRATE Summer Camp Grant

409.2316, 20-21

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The GRRATE (Guitar, Robotics, and Rocketry Advanced Technical Education) Program, funded by the National Science Foundation, aims to enhance Bradford County students' mastery of crucial science, technology, engineering, and mathematics (STEM) skills by supplementing instruction in math and science and introducing participants to careers in STEM.

In collaboration with Santa Fe College's Andrews and Watson Centers and the GRRATE Program, SF will host a two-week summer camp at these Centers to allow students the opportunity to be involved in unique STEM-focused activities, similar to the standing semester-long GRRATE course. The camp's project-based experiential learning activities in guitar making, rocketry, and robotics will expose the summer students to STEM principles used to develop STEM proficiencies and participants will partake in an end-of-the-summer field trip to either the CADE Museum, the SF College Teaching Zoo, or the Kika Silva Pla Planetarium.

The amount of funds requested from the Capital City Bank Group Foundation is \$22,169, with no matching funds from Santa Fe College.

Duration of this project is June 1, 2021, through September 30, 2021.

Operating budget impact: None.

**Board Action Requested**

**Approval of grant. Upon legal review and approval, the President or 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.***

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Children's Trust of Alachua County Grant

409.2317, 20-21

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Funds from this grant will be used to provide 78 scholarships for the SF College for Kids (CFK) summer camp, which may cover enrollment fees, expenses related to necessary camp materials, and transportation costs. CFK exposes students aged 10 – 14 to the college environment and offers challenging, fun, hands-on learning experiences to promote critical thinking and the desire for lifelong learning. This year's camps will be offered from July 12 – 30, 2021.

The amount of funds requested from the Children's Trust of Alachua County is \$30,203, with no matching funds from Santa Fe College.

Duration of this project is May 19, 2021, through September 1, 2021.

Operating budget impact: None.

**Board Action Requested**

**Approval of grant. Upon legal review and approval, the President or 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.***

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Santa Fe College Food Pantry and ShareWear Grant

409.2318, 20-21

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Funding from this grant will be used to renovate, expand, and reorganize the Santa Fe College Food Pantry and refurbish and update Santa Fe College's ShareWear space, as the current facilities are lacking in size and resources. The Food Pantry and ShareWear store provide for basic humanitarian and emergency needs including food, clothing, and toiletries at no or low cost to members of the College and surrounding community.

The amount of funds requested from the Rotary Club of Downtown Gainesville is \$29,056, with no matching funds from Santa Fe College.

Duration of this project is October 1, 2021, through February 28, 2022.

Operating budget impact: None.

**Board Action Requested**

**Approval of grant. Upon legal review and approval, the President or 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**  
**May 18, 2021**

**Agenda Item: 9**

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Santa Fe College Foundation Liaison Update and Board Members' Remarks

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