

**The District Board of Trustees
Santa Fe Community College, Florida
Agenda for Board Meeting of April 19, 2005, at 4 p.m.
Andrews Center Cultural Building, Starke, Florida**

Adoption of Agenda

Agenda Item: 1.1
418.436, 04-05

1. General Functions

- 1.1 Adoption of Agenda for Meeting of April 19, 2005
- 1.2 Approval of Board Meeting Minutes of March 22, 2005

2. Information Items

- 2.1 President's Report
- 2.2 Amendment to Rule 7.22: Petitions Committee (Student Registration)
- 2.3 Standardized Clinical Facilities Use Agreements with:
 - James Paladino, DMD, Gainesville, Florida - Dental
 - Dixie County Health Department, Cross City, Florida - Dental
- 2.4 Standardized Health Information Management Program Professional Practice Affiliation Agreement with Florida Skin Cancer and Dermatology Specialists, P.A. - HIM
- 2.5 Standardized Tech Prep Agreements with the School Board of Alachua County, School Board of Dixie County, and School Board of Levy County
- 2.6 Naming of the Center in Keystone Heights, Florida

3. Consent Items

Personnel

- 3.1 Contract Staff (Faculty)
- 3.2 Contract Staff (Administrative and Professional)
- 3.3 Community and Continuing Workforce Education Contract Staff
- 3.4 Career Service Staff

Contracts, Grants

- 3.5 Testing Agreement for the University of Florida Warrington College of Business Online Business Program
- 3.6 Work Exploration Center -- Grant
- 3.7 132 Postsecondary and Adult Vocational Programs Roll Forward Funds 2004-2005 -- Grant
- 3.8 Carl D. Perkins Tech Prep Education Roll Forward Funds 2004-2005 -- Grant
- 3.9 Santa Fe Community College/Department of Children and Families Child Care Training -- Grant

4. Facilities Items

- 4.1 Project Report and Action Request - Utility Infrastructure Project

5. Finance/Business Affairs Items
 - 5.1 Report of Purchases for March 2005
 - 5.2 Fund 1 (Current Unrestricted) Revenue and Expenditure Report as of March 31, 2005
 - 5.3 Warrants Issued for March 2005
 - 5.4 Colonel Harry M. Hatcher, Jr., Property Survey 05-08
 - 5.5 Acceptance of Donations

6. General Institutional Items
 - 6.1 Summer Flex Schedule Proposal
 - 6.2 Permission to Expend Dr. Philip Benjamin Matching Grant Program Funds - Nursing
 - 6.3 Permission to Expend Dr. Philip Benjamin Matching Grant Program Funds - Health Related Programs
 - 6.4 Permission to Expend Dr. Philip Benjamin Matching Grant Program Funds - Automotive Technology
 - 6.5 Continuing and Community Education EnRich! Brochure - Summer 2005

7. Contracts/Grants
 - 7.1 Clinical Education Affiliated Site Agreement with the University of Florida, College of Health and Human Performance (Athletic Training Education Program)
 - 7.2 Memorandum of Understanding with The Department of Veterans Affairs - VA-ONCE (VA Online Certification of Enrollment)
 - 7.3 Affiliation Agreement with Orlando Regional Healthcare System, Inc. - Cardiovascular Technology
 - 7.4 Affiliation Agreement with Mayo Clinic Jacksonville and St. Luke's Hospital Association, Jacksonville, FL - Cardiovascular Technology
 - 7.5 Location Agreement with Blue Planet
 - 7.6 Fulbright Visiting Specialists Program - Direct Access to the Muslim World -- Grant

8. Endowment Corporation Liaison Update

9. Board Members' Remarks

10. Citizen's Requests

11. Adjournment

Board Action(s) Requested:

Approval

Action: Motion to approve: Mallini
Second: Womack
Vote: Bradley - yes, Brashear - yes, Davis - yes, Jackson - yes, Mallini - yes, McRae - yes, Womack - yes.

Approval of Board Meeting Minutes of March 22, 2005

401.426, 04-05

The minutes of the regular meeting of the District Board of Trustees of Santa Fe Community College held March 22, 2005, are presented for approval.

Board Action(s) Requested:

Approval

Action: Motion to approve: Davis

Second: Mallini

Vote: Bradley - yes, Brashear - yes, Davis - yes, Jackson - yes, Mallini - yes, McRae - yes,
Womack - yes.

President's Report

Information Item

Dr. Sasser thanked Ms. Cheryl Canova and her staff for their hospitality in hosting today's board meeting. He also thanked Ms. Canova for obtaining the homegrown Bradford County strawberries.

President Sasser recognized Ms. Terry Thomas, President of FACC, and Mr. Alan Rezaei, Student Government President. Ms. Sue Harris, Career Service Chair, and Ms. Carole Marquis, College Senate President, were unable to attend today's meeting.

Dr. Sasser noted that the board retreat is scheduled for May 13 from 10 a.m. to 3 p.m. at Cedarside.

The president commented that the second annual Student Awards Night is April 28 at 4 p.m. in the college gymnasium. He also reminded everyone that spring commencement is April 29, with a 3 p.m. ceremony and a 7 p.m. ceremony.

The president noted that the up-coming Robertson Administration Building lobby art display would be an exhibit of photos of the animals in the Santa Fe Zoo. The show will open May 6 and be on display through the end of June.

The president reminded the board of the budget and equity workshop and dinner on June 1 at 5 p.m. in the board room of the Northwest Campus.

Trustees received the *Vitality Magazine*, SFCC Leadership Institute newsletter, invitation to reception for zoo, College for Kids brochure, and the CCSSEE highlights newsletter.

Amendment to Rule 7.22: Petitions Committee (Student Registration)

Information Item
410.372, 04-05

The college's Petition Committee has requested that this rule be amended to allow for a longer period of time to prepare for their meetings. With the growth in student population, there are more petitions being submitted, some of which are not received in time to put them on the agenda for that week. Additionally, the Petition Committee members do not have adequate time to review the petitions before the meeting. The amended rule reflects the committee's request to increase the number of days that petition forms be submitted to the committee prior to the weekly scheduled meetings from two to seven. It also clarifies to whom an appeal of a Petitions Committee's findings may be presented.

Discussion for items 2.2 through 2.5: Trustee Bradley inquired what the difference was between the standard agreements for items 2.3 and 2.4 and item 2.5. Item 2.3 calls for execution by the board chair, item 2.4 calls for execution by the President, and item 2.5 calls for execution by the Vice President for Academic Affairs. He questioned whether it would be best to have consistency in the delegations of authority. General Counsel, Ms. Patti Locascio, explained that the standard agreement for clinical facilities was brought forward several years ago for approval, and the board at that time authorized the board chair to sign those standard health sciences agreements. Since that time, signature authority for additional standard forms of agreement has been delegated to the president and vice president after college staff analyzes the circumstances and makes a recommendation to the board. Ms. Locascio noted that all of the more recent standard forms of agreement are being signed by the president or vice president but that the health sciences and construction standard documents, both of which were approved prior to January 2001, are currently signed by the board chair. She added that she would work on getting the agreements more consistent for signature authority in the future.

Standardized Clinical Facilities Use Agreements with:	Information Item
James Paladino, DMD, Gainesville, Florida - Dental	408.1475, 04-05
Dixie County Health Department, Cross City, Florida - Dental	408.1484, 04-05

The board has authorized its chair to execute on behalf of the board standardized form clinical facilities agreements without further action by the board. Such agreements have been executed with James Paladino, DMD, and Dixie County Health Department for students enrolled in the SFCC Dental program.

See item 2.2 for discussion.

Standardized Health Information Management Program Professional Practice Affiliation Agreement
with Florida Skin Cancer and Dermatology Specialists, P.A. - HIM
Information Item
408.1476, 04-05

The board has authorized the president to execute on behalf of the board standardized form Health Information Management program affiliation agreements without further action by the board. Such an agreement has been executed with Florida Skin Cancer and Dermatology Specialists for students enrolled in that program.

See item 2.2 for discussion.

Standardized Tech Prep Agreements with the School Board of Alachua
County, School Board of Dixie County, and School Board of Levy County

Information Item
408.1477, 04-05

The board has authorized the Vice President for Academic Affairs to execute on behalf of the board standardized form Tech Prep agreements without further action by the board. Such agreements have been executed as listed below:

Secondary Program Area

Postsecondary Program Area

School Board of Alachua County

Gainesville High School Institute of Health Professions

Nursing Assistant	to	{ Health Information Management AS/AAS Medical Record Transcribing ATD Medical Information Coder/Biller Certificate
-------------------	----	---

School Board of Dixie County

Dixie County High School

Nursing Assistant	to	Biotechnology Laboratory Technician AS
Accounting Applications	to	Networking Service Technology AS/AAS
Business Supervision and Management	to	Legal Assisting AS/AAS
Business Supervision and Management	to	Health Information Management AS

School Board of Levy County

Bronson High School and Williston High School

Nursing Assistant	to	{ Cardiovascular Technology AS/AAS Nuclear Medicine AS AAS
Nursing Assistant	to	{ Radiography AS/AAS Respiratory Care AS/AAS

See item 2.2 for discussion.

Naming of the Center in Keystone Heights, Florida

Information Item
412.980, 04-05

At their March 29, 2005, meeting, the Board of Directors of the Santa Fe Community College Endowment Corporation approved naming the facility in Keystone Heights the Alfred B. Sr. and Agnes W. Watson and Family Watson Center.

CONSENT

District Board of Trustees
April 19, 2005

Agenda Item: 3.1

Contract Staff (Faculty)

402.664, 04-05

The individual listed below is being recommended for full-time appointment for the year 2004-2005, or a portion of the year 2004-2005, as stated in the individual employee's contract.

<u>Name</u>	<u>Title</u>
Margaret Francis <i>M.A., University of Hartford</i>	Interim Assistant Professor, Nursing

Board Action(s) Requested:

Approval

Action: Motion to approve consent items 3.1 through 3.9: Davis
Second: Mallini
Vote: Bradley - yes, Brashear - yes, Davis - yes, Jackson - yes, Mallini - yes, McRae - yes,
Womack - yes.

CONSENT

District Board of Trustees
April 19, 2005

Agenda Item: 3.2

Contract Staff (Administrative and Professional)

411.264, 04-05

The individuals listed below are being recommended for title change, promotion, or appointment for the year 2004-2005, or a portion of the year 2004-2005, as stated in the individual employee's contract.

Name

Position

Full-time

Executive/Managerial
Title Change

Bennye Alligood	Associate Vice President for College Relations
Cynthia Holm	Associate Vice President for Economic Development
Curtis Jefferson	Associate Vice President for Academic Affairs
Lawrence Keen	Assistant to the President
Kimball Kendall	Assistant Vice President, College Relations and Academic Affairs
Rochelle Prince	Chief Financial Officer and Associate Vice President for Finance
Kristin Williams	Assistant Vice President for Academic Affairs
Carole Windsor	Chairperson, Academic Foundations
Robert Wolfson	Director, Watson Center
Guy York	Vice President for Administrative Affairs

Technical/Professional
Promotion

* Debra Hines Compliance Youth Specialist, YES! Program

Part-time

Barbara Drake	Holistic Scoring Specialist
^ Tammy Jackson	Basketball Specialist
Marcel Navarro	College for Kids Coordination Specialist
* Melissa Orobitg	Dental Programs Specialist

^ Student Leadership and Activities funded

* Grant funded

Board Action(s) Requested:

Approval

Action: Approved. See item 3.1.

CONSENT

District Board of Trustees
April 19, 2005

Agenda Item: 3.3

Community and Continuing Workforce Education Contract Staff

404.362, 04-05

The individuals listed below are being recommended for appointment for 2004-2005, or a portion of the year, as stated in the individual employee's contract.

Name

Position

Continuing Education

Betty Arnette	CPR
Linette Singleton	Small Business
David Sutton	CPR
Dan Tilton	CPR
Janet Todd	Conversational Spanish

Board Action(s) Requested:

Approval

Action: Approved. See item 3.1.

CONSENT

**District Board of Trustees
April 19, 2005**

Agenda Item: 3.4

Career Service Staff

403.435, 04-05

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

Name

Position

Appointment

Zachary Harper
Joseph Jester

Custodian, Facilities Services
Custodian, Facilities Services

Promotion

Anna Kroll

Payroll Support Specialist, Office for Finance

Board Action(s) Requested:

Approval

Action: Approved. See item 3.1.

CONSENT

**District Board of Trustees
April 19, 2005**

Agenda Item: 3.5

Testing Agreement for the University of Florida Warrington College of Business Online Business Program 408.1478, 04-05

This renewal agreement allows Santa Fe Community College Assessment Center to provide testing administration services to the University of Florida online undergraduate business program. There are no substantial changes to the agreement, except in the list of courses provided through UF. The university will pay Santa Fe \$225-300 per course. The term of the agreement is April 19, 2005, through April 18, 2006.

Board Action(s) Requested:

Approval

Action: Approved. See item 3.1.

CONSENT

District Board of Trustees
April 19, 2005

Agenda Item: 3.6

Work Exploration Center -- Grant

409.1535, 04-05

The purpose of this project is to address the needs of persons with disabilities who have employability barriers by providing three services: comprehensive vocational evaluation, employee development, and community employment. Each of these services maintains its own set of goals and is designed to promote the development and attainment of vocational objectives.

Comprehensive vocational evaluation seeks to assist in identifying vocational goals through a state-of-the-art program of services, including vocational evaluations, interest assessments, and career exploration activities. Employment development and community employment target specific issues impacting an individual's ultimate employability. Through these services, participants complete two weeks of employability skills classes and obtain assistance in resume writing, completing applications, interviewing skills, team building, job search training, and other job-related needs. Approximately 450 vocational rehabilitation customers will benefit from these services. This project is for an 18-month period.

The amount of funds requested from the State of Florida, Department of Education, Division of Vocational Rehabilitation, is \$423,821, with an in-kind match of \$82,304 from Santa Fe Community College.

Duration of this project is April 1, 2005, through September 30, 2006.

Operating budget impact: In-kind match from existing college budget

Board Action(s) Requested:

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

Action: Approved. See item 3.1.

CONSENT

District Board of Trustees
April 19, 2005

Agenda Item: 3.7

132 Postsecondary and Adult Vocational Programs Roll Forward Funds 2004-2005 -- Grant
409.1536, 04-05

The purpose of this project is to enhance the original project serving career and technical students. Increasing the personnel budget will provide additional part-time tutors/mentors for career and technical students. The increase of the current expense budget will provide for purchase of additional educational supplies and materials, printing, advertising, and contracted services for career and technical students. Additional capital outlay funding will provide equipment for programmatic and instructional purposes for career and technical programs. Approximately 3,500 students are currently being served by this project.

The amount of funds requested from the State of Florida, Department of Education, Division of Workforce Development, is \$38,780, with no matching funds from Santa Fe Community College.

Duration of this project is July 1, 2004, through June 30, 2005.

Operating budget impact: None

Board Action(s) Requested:

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

Action: Approved. See item 3.1.

CONSENT

District Board of Trustees
April 19, 2005

Agenda Item: 3.8

Carl D. Perkins Tech Prep Education Roll Forward Funds 2004-2005 -- Grant

409.1537, 04-05

The purpose of this project is to enhance the original project serving secondary and postsecondary career and technical students in Alachua and Bradford counties. Funds will be used to purchase text books for the Institute of Health Professions for assessment purposes, to fund out-of-district travel for educators to attend the Model Schools Conference, and to purchase a laptop and peripherals for Technology and Applied Sciences programs. Approximately 9,833 students benefit annually from this program.

The amount of funds requested from the State of Florida, Department of Education, Division of Workforce Development, is \$8,784, with no matching funds from Santa Fe Community College.

Duration of this project is July 1, 2004, through June 30, 2005.

Operating budget impact: None

Board Action(s) Requested:

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

Action: Approved. See item 3.1.

CONSENT

District Board of Trustees
April 19, 2005

Agenda Item: 3.9

Santa Fe Community College/Department of Children and Families Child Care Training -- Grant
409.1539, 04-05

The purpose of this project is to provide basic child care training courses, available at Santa Fe Community College and at six additional training sites, accessible to the 11-county Department of Children and Families District III: Lake City Community College, Suwannee Valley 4 C's, and Bradford Union Vocational Technical Center. Approximately 960 individuals will be served.

The amount of funds requested from the State of Florida, Department of Children and Families – District III, is \$121,318, with an in-kind match of \$40,893 from Santa Fe Community College.

Duration of this project is July 1, 2005, through June 30, 2006.

Operating budget impact: In-kind contributions from existing college operating budget

Board Action(s) Requested:

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

Action: Approved. See item 3.1.

Project Report and Action Request – Utility Infrastructure Project

412.981, 04-05

Project Description:

Engineering reports dating back to 1980 have detailed problems with the underground utilities on the Northwest Campus. A significant portion of the underground domestic water piping was subsequently replaced, but little or no chilled water or heating hot water has been replaced. This piping has been the cause of failures resulting in disruptions to the campus. Additionally, the early first phase buildings on the campus, for the most part, still have original mechanical equipment in operation.

Architect/engineer	Affiliated Engineers, Gainesville, Florida
Contractor/construction manager	PPI Construction Management, Gainesville, Florida
Uniform building code inspector	In-house
Total project budget	\$7,756,467
Revised budget	\$8,647,456
Source(s) of funding	PECO

Project Status:

At its July 2004 meeting, the board approved an increase in budget to account for the receipt of both the second and third year's allocations for this project. A subsequent change order was also granted at that meeting to include the scope and time associated with the phase 2 work, also relative to the second and third year's allocations.

At the inception of this project it was hoped that additional chiller capacity could be added when the basic infrastructure was complete. Three major buildings, S, W, and N, were added as additional load to the main plant, and by August of 2006, the college will open a new 45,000 square foot Health Science addition. All utilities have been positioned in anticipation of the new building.

The appropriate isolation valves have been designed into the new chilled water loop for sectioning and the additional chiller capacity in the southeast quadrant of the campus would provide a level of redundancy to help minimize the affect of any failures in the main plant.

Therefore, college staff is asking the board for approval to increase the budget to \$8,647,456, as well as permission to execute a change order for additional scope in the amount of \$890,989. There is no extension of time requested with this change order since the project is, at this point, ahead of schedule.

This summary also includes an update of the deductive change orders executed since the last report. Again, these deductive change orders represent direct purchases of equipment and supplies by the college in order to save sales tax. Total tax savings to date for this project is now at \$44,858.61.

Current construction contract amount	\$6,407,055.02
Deductive Change Order #5 was initiated to allow the college to direct purchase steel products. The total deduction was \$43,778.00, comprised of \$41,300.00 in materials and \$2,478.00 in sales tax.	\$43,778.00
Revised current construction contract amount	\$6,363,277.02
Deductive Change Order #6 was initiated to allow the college to direct purchase sandblasting products. The total deduction was \$10,653.00, comprised of \$10,050.00 in materials and \$603.00 in sales tax.	\$10,653.00
Revised current construction contract amount	\$6,352,624.02
Deductive Change Order #7 was initiated to allow the college to direct purchase stainless steel wall panels and accessories. The total deduction was \$31,658.10, comprised of \$29,866.13 in materials and \$1,791.97 in sales tax.	\$31,658.10
Revised current construction contract amount	\$6,320,965.92
Additive Change Order #8 is initiated for an additional scope of work to add a chiller in the southeast quadrant of the Northwest Campus. The guaranteed maximum price for the additional scope of work is \$890,989.00	\$890,989.00
Revised current construction contract amount	\$7,211,954.92

Board Action(s) Requested:

- A. Approval to increase total budget to \$8,647,456**
- B. Authorization to execute change order #8 as described above**

Discussion: Mr. Bill Reese, Associate Vice President for Facilities, reviewed item 4.1.

Action: Motion to approve: Mallini
Second: Brashear
Vote: Bradley - yes, Brashear - yes, Davis - yes, Jackson - yes, Mallini - yes, McRae - yes, Womack - yes.

Report of Purchases for March 2005

202.525, 04-05

Below are the total amounts and a summary of purchases for the month of March 2005.

Purchasing	\$737,681.95
Risk Management Consortium	305,039.00
Library	<u>0.00</u>
Total	<u>\$1,042,720.95</u>

<u>P.O. No.</u>	<u>Amount</u>	<u>Procurement</u>	<u>Vendor</u>	<u>Class of Item-Department</u>
Y04654 (Fund 1)	\$ 25,350.00	Bid	Orlando Golf Cars	Replacement Golf Cars (4) Facilities Services
Y04886 (Fund 1)	\$122,273.00	Contract	Dell Marketing	Computers (111) Information Technology
Y04967 (Fund 7)	\$ 51,000.00	Sole Source	Siemens Medical Solutions	Acuson V70 Ultrasound System Cardiovascular Technology

Risk Management Consortium

Y04572 (Fund 6)	\$235,544.00	Contract	Arthur J. Gallagher & Company	Workers Compensation Claims Management Risk Management Consortium
Y04742 (Fund 6)	\$ 69,495.00	Exempt	Health Ink and Vitality	Vitality Magazine Subscription Risk Management Consortium

Purchases over \$25,000: Amount: \$503,662.00

Purchases \$0 - \$25,000.00

Number of purchase orders: 443 Amount: \$405,853.95

Number of contracts awarded by the Board of Trustees: 2 Amount: \$133,205.00

Board Action(s) Requested: Approval of report

Discussion: Ms. Rochelle Prince, Associate Vice President for Finance, reviewed items 5.1. through 5.5 individually.

Action: Motion to approve items 5.1 through 5.5: Davis

Second: Brashear

Vote: Bradley - yes, Brashear - yes, Davis - yes, Jackson - yes, Mallini - yes, McRae - yes, Womack - yes.

Fund 1 (Current Unrestricted) Revenue and Expenditure Report as of March 31, 2005

201.580, 04-05

The attached Fund 1 (Current Unrestricted) Revenue and Expenditure Report reflects the status of the college in relation to the percentage of unrealized and unencumbered funds as of March 31, 2005.

The following summary provides a comparison of actual revenues and expenditures for 2004-2005 vs. 2003-2004.

	2004-2005		2003-2004	
	<u>Dollar Amount</u>	<u>Percent of Budget</u>	<u>Dollar Amount</u>	<u>Percent of Total Year</u>
Revenue	45,397,427	78.56	43,392,784	79.92
Expenditures	38,579,065	63.93	36,498,800	66.30

Board Action(s) Requested:

Approval of report

Action: Approved. See item 5.1.

Warrants Issued for March 2005

208,420, 04-05

A listing of all checks issued from March 1 through March 31, 2005, is available at this meeting for the board's information. The amount disbursed for the month was \$7,627,723.49.

Warrant Numbers

Manual Payroll	None
Manual Payables	None
Payables	393734 - 396167
Payroll	597065 - 597850

Electronic Transfers

4451 - 7041

Board Action(s) Requested:

Approval of report

Action: Approved. See item 5.1.

Colonel Harry M. Hatcher, Jr., Property Survey 05-08

200.684, 04-05

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 March 24, 2005, to consider departmental requests to be relieved from inventory accountability. The committee members sent their approvals that the following requests be accepted and recommend board approval 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
Stolen	1	\$ 3,728.00
Worn-Out Equipment with Salvageable Parts	33	\$ 43,356.95
Worn-Out Equipment with No Salvageable Parts	8	\$ 12,403.14
Surplus Property	2	\$ 3,808.95
Lab Replacement	76	\$ 95,550.00
Transfers	25	\$ 36,466.75
TOTAL	145	\$195,313.79

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/or Financial Records
0	\$ 0.00	\$ 0.00	\$0.00
0	\$ 0.00	\$ 0.00	\$0.00
1	\$31,274.63	\$31,274.63	\$0.00
0	\$ 0.00	\$ 0.00	\$0.00
0	\$ 0.00	\$ 0.00	\$0.00
0	\$ 0.00	\$ 0.00	\$0.00
1	\$31,274.63	\$31,274.63	\$0.00

Notes

Stolen Items are items that have been reported to the SFCC Police Department as stolen.

Worn-Out Equipment with Salvageable Parts are items from which parts will be taken before the items are discarded.

Worn-Out Equipment with No Salvageable Parts are items that are no longer in usable condition and are not cost-effective to repair.

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.

Lab Replacements are lab computers replaced through the PC replacement plan that are to be transferred to Alachua and Bradford County schools, sold, or scrapped

Transfers are those items being transferred to the institution shown. These institutions are always non-profit entities.

Acquisition Value represents the college's acquisition cost, NOT the current value of the items. The college depreciates and capitalizes items costing \$5,000 or greater. Items that cost greater than \$1,000 but less than \$5,000 are not depreciated or capitalized. Instead they are tracked for inventory purposes ONLY. The present value of most of the items less than \$5,000 listed here is substantially lower than the amount indicated.

Board Action(s) Requested:

Approval of survey

Action: Approved. See item 5.1.

Acceptance of Donations

200.685, 04-05

Mr. Stuart McRae, SFCC Professor Emeritus, donated the items listed below that he purchased on December 4, 2004, to the college's Visual and Performing Arts Department.

<u>Items</u>	<u>Unit Value</u>	<u>Total Value</u>
Computer, Apple Power Mac	\$2,887.00	\$2,887.00
(1) Pair of speakers (white)	99.95	99.95
(1) Cinema display 20" flat panel	1,169.00	1,169.00
(1) APP for Power Mac	<u>199.00</u>	<u>199.00</u>
Total		<u>\$4,354.95</u>

Board Action(s) Requested:

Acceptance of donations

Action: Approved. See item 5.1.

Summer Flex Schedule Proposal

400.468, 04-05

A proposal for optional flex scheduling from June 6 through August 12, 2005, has come forward from college staff. The proposal has been reviewed and endorsed by the President's Cabinet, pending board approval, with the following caveats:

A. There are three work plan options available:

Monday - Thursday	7:30 am - 6:00 pm
Tuesday - Friday	7:30 am - 6:00 pm
Monday - Friday	8:00 am - 4:30 pm

B. It applies only to 12-month employees.

C. Supervisors may require employees to return to the regular workweek if this option is not serving students and the college in a favorable manner.

Board Action(s) Requested:

Approval

Action: Motion to approve items 6.1 through 6.5: Womack

Second: Mallini

Vote: Bradley - yes, Brashear - yes, Davis - yes, Jackson - yes, Mallini - yes, McRae - yes, Womack - yes.

Permission to Expend Dr. Philip Benjamin Matching Grant Program Funds - Nursing 400.469, 04-05

The Santa Fe Community College Endowment Corporation requests permission to expend a total of \$20,000 from the Dr. Philip Benjamin Academic Improvement Trust Funds for the benefit of the Santa Fe Community College Nursing program. These expenditures will be used to purchase essential equipment that will benefit over 350 students in six nursing programs. This equipment will assist the nursing students as they initially learn, review, and prepare to enter the community clinical health care agencies.

Board Action(s) Requested:

Approval of the expenditure of Dr. Philip Benjamin Matching Grant Program Funds

Action: Approved. See item 6.1.

Permission to Expend Dr. Philip Benjamin Matching Grant Program Funds - Health Related Programs

The Santa Fe Community College Endowment Corporation requests permission to expend a total of \$14,804.72 from the Dr. Philip Benjamin Matching Grant Program for the benefit of the Santa Fe Community College Health Related programs. Attached is a list of equipment and rationale for these purchases. Approximately 230 students will benefit from the purchase of this equipment. This equipment will assist students in the health related area as they initially learn, review, and prepare to enter the community clinical health care agencies.

Board Action(s) Requested:

Approval of the expenditure of Dr. Philip Benjamin Matching Grant Program Funds

Action: Approved. See item 6.1.

Permission to Expand Dr. Philip Benjamin Matching Grant Program Funds - Automotive Technology
400.471, 04-05

The Santa Fe Community College Endowment Corporation requests permission to expend a total of \$25,964.67 from the Dr. Phillip Benjamin Matching Grant Program to purchase technical equipment to train students in the Associate in Applied Science Degree program and the certificate program. Attached is a list of equipment and rationale for these purchases. Approximately 80 students in the Automotive Technology degree program will benefit from the purchase of this equipment, which also can be used for industry update and continuing education courses.

Board Action(s) Requested:

Approval of the expenditure of Dr. Philip Benjamin Matching Grant Program Funds

Action: Approved. See item 6.1.

Continuing and Community Education EnRich! Brochure - Summer 2005

415.106, 04-05

The schedule of Community Education and the Center for Business EnRich! courses for summer term 2005 is presented for board approval. Term dates are June 11 through July 29, 2005, with registration beginning May 23 and continuing throughout the term. The schedule is subject to further changes as certain classes may be added to or deleted from the schedule. Generally, additions would be made only for online classes from contract vendors as such classes become available. Deletions may be made based on instructor and space availability.

Board Action(s) Requested:

Approval and authority for additions and deletions to be made as set forth above

Action: Approved. See item 6.1

Clinical Education Affiliated Site Agreement with the University of Florida, College of Health and Human Performance (Athletic Training Education Program) 408.1480, 04-05

The purpose of this agreement is to provide a program of supervised clinical education for athletic training students of the University of Florida Athletic Training Education program. The agreement will be effective for spring term 2005 and continue indefinitely unless terminated by sixty days' notice or other mutual agreement by the parties. There are no funds involved.

Board Action(s) Requested:

Approval

Action: Motion to approve items 7.1 through 7.4: Brashear
Second: Davis
Vote: Bradley - yes, Brashear - yes, Davis - yes, Jackson - yes, Mallini - yes, McRae - yes, Womack - yes.

Memorandum of Understanding with The Department of Veterans Affairs - VA-ONCE (VA Online Certification of Enrollment) 408.1481, 04-05

This memorandum of understanding with the Department of Veterans Affairs (VA) will allow Santa Fe staff to certify students for payment of educational benefits provided under the GI Bill. VA ONCE is a program developed to provide school officials more useful information so that they may provide counseling to veterans and verify payments made to students. The VA has changed systems to VA ONCE and will no longer accept the current certification program beginning with summer 2005 students.

Board Action(s) Requested:

Approval

Action: Approved. See item 7.1.

Affiliation Agreement with Orlando Regional Healthcare System, Inc. - Cardiovascular Technology
408.1482, 04-05

This is an affiliation agreement with Orlando Regional Healthcare System, Inc. allows selected students in the Cardiovascular Technology program the opportunity to participate in learning experiences at this facility. The term of the agreement is April 7, 2005, through April 6, 2007.

Board Action(s) Requested:

Approval

Action: Approved. See item 7.1.

Affiliation Agreement with Mayo Clinic Jacksonville and St. Luke's Hospital Association,
Jacksonville, FL - Cardiovascular Technology 408.1479, 04-05

This is an affiliation agreement with Mayo Clinic Jacksonville and St. Luke's Hospital Association allows selected students in the Cardiovascular Technology program the opportunity to participate in comprehensive learning experiences at this facility.

Board Action(s) Requested:

Approval

Action: Approved. See item 7.1.

Location Agreement with Blue Planet

408.1485, 04-05

This agreement allows Blue Planet access to the Santa Fe Community College campus for the purpose of filming material for a television commercial for Krystal Restaurants on or about April 20, 2005. The college will not be identified in any way in the commercial. Blue Planet will make a donation of \$500 to the Endowment Corporation.

Board Action(s) Requested:

Approval

Discussion: Under item 7.5, Ms. Bennye Alligood, Associate Vice President for College Relations, noted this agreement was with Blue Planet which has asked for access to Santa Fe's campus for the purpose of filming a television commercial for Krystal Restaurants. The filming will take place on or about April 20, and all students used in the commercial will be asked to sign a release form. Blue Planet will also make a donation of \$500 to the Endowment Corporation to be used for scholarships.

For item 7.6, Ms. Joan Suchoski, Associate Vice President Grants and Contracts, commented that this was a Fulbright program grant with the purpose of providing and promoting understanding of the Muslim world. A visiting scholar will be on campus for four weeks providing instruction in academic courses and will also provide a series of public community outreach events in Alachua and Bradford counties.

Chair Jackson called for a motion for items 7.5 and 7.6.

Motion: Trustee Womack
Second: Trustee Mallini

Chair Jackson opened the floor for discussion. Under item 7.5, Trustee Bradley asked what the benefit would be for the college, and he questioned if the college would be opening itself to the possibility of a lawsuit. President Sasser commented that it is an opportunity and an experience for our students to be involved in the making of a television commercial. Even though our college is not named, there is still the possibility of it being recognized by people who may see the commercial. He noted that liability was not a major concern and that Blue Planet would be providing a certificate of insurance.

For item 7.6, Trustee Bradley questioned why we would focus on the Muslim religion as opposed to Christianity or any other religion and asked why we don't have scholars to discuss each religion. The president explained that the college's intent is to bring understanding of the culture and religion to our students and provide an educational experience not only for the students, but also for the community. Trustee Davis stated he agreed with Trustee Bradley on the subject matter. Ms. Suchorski commented that this initiative was defined by a federal agency and was timely because it is an immediate opportunity to assist our international programs in the development of new courses.

Trustee Mallini commented that he thinks it is a very timely and worthwhile grant considering our world today and the lack of understanding in regard to the Muslim faith. He noted that higher education is a good venue to have an objective review of the Muslim religion and its influence upon governments and people.

Trustee Davis asked that each item be voted on separately.

Trustee Womack withdrew her motion to vote on both items together.

Chair Jackson then asked for a motion on item 7.5.

Motion to approve item 7.5: Davis

Second: Womack

Vote: Bradley - no, Brashear - yes, Davis - yes, Jackson - yes, Mallini - yes, McRae - yes,
Womack - yes.

Motion to approve item 7.6: Mallini

Second: Womack

Vote: Bradley - no, Brashear - yes, Davis - no, Jackson yes, Mallini - yes, McRae - yes,
Womack - yes.

Fulbright Visiting Specialists Program - Direct Access to the Muslim World -- Grant

409.1538, 04-05

The purpose of this project is to promote understanding of the Muslim world and civilization by providing an opportunity to host a visiting scholar from the Muslim world for short-term programs of intensive lecturing and public outreach. Santa Fe Community College is requesting a scholar from the humanities discipline from Indonesia, Egypt, or Turkey. The visiting scholar will provide supplementary instruction in selected academic courses, and will also provide a series of public community outreach events in Alachua and Bradford counties. The scholar will also visit Lake City Community College and Central Florida Community College.

Grant funds will be paid directly to the visiting specialist. Grant funds will include air travel and an honorarium. A cash match of \$2,880 Santa Fe Community College will provide lodging, meals, and local transportation.

Duration of this project is February 13, 2006, through March 10, 2006.

Operating budget impact: Funds from existing college budget

Board Action(s) Requested:

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

Action: Approved. See item 7.5 for discussion and vote.

Endowment Corporation Liaison Update

Information Item

Trustee Bradley noted that the items he had to mention have already been covered, especially the naming of the Watson Center and the Philip Benjamin Matching Grant Program funds. He added that the President's Dinner is May 10 in the Tower Club at the Village.