

**The District Board of Trustees
Santa Fe Community College, Florida
Agenda for Board Meeting of November 15, 2005, at 4 p.m.
Andrews Center Cultural Building, Starke, Florida**

Adoption of Agenda

Agenda Item: 1.1
418.442, 05-06

1. General Functions
 - 1.1 Adoption of Agenda for Meeting of November 15, 2005
 - 1.2 Approval of Board Meeting Minutes of October 18, 2005
2. Information Items
 - 2.1 President's Report
 - 2.2 Amended Rule 2.4: College Senate
 - 2.3 Amended Rule 2.7: AIDS and Related Diseases
 - 2.4 Standardized Clinical Facilities Use Agreement with Florida Hospital Waterman - Cardiovascular Technology
3. Consent Items
 - Personnel
 - 3.1 Contract Staff (Faculty)
 - 3.2 Contract Staff (Administrative and Professional)
 - 3.3 Career Service Staff
4. Personnel Items
 - 4.1 Evaluation of the President
 - 4.2 President's Contract
 - 4.3 Transfer of Positions from Continuing Contract to Professional Contract
5. Facilities Items
 - 5.1 Information Item: Health Science Addition
 - 5.2 Project Report and Action Request - Educational Plant Survey
 - 5.3 Project Report and Action Request - Fire Alarm System Upgrade, Phase I (Guaranteed Maximum Price)
6. Finance/Business Affairs Items
 - 6.1 Report of Purchases for October 2005

- 6.2 Fund 1 (Current Unrestricted) Revenue and Expenditure Report as of October 31, 2005
- 6.3 Warrants Issued for October 2005
- 6.4 Colonel Harry M. Hatcher, Jr., Property Survey 06-03
- 6.5 Report of Investments, Quarter Ending September 30, 2005
- 6.6 Amendment to Food and Vending Agreement with Compass Group, USA, Inc.

7. General Institutional Items

- 7.1 College Calendar for 2006-2007
- 7.2 Advisory Committee Appointments for:
 - Air Conditioning, Refrigeration, and Heating Technology
 - Child Development
 - Criminal Justice Technology
 - Diagnostic Medical Sonography
 - Radiologic Programs
 - Zoo Animal Technology
- 7.3 Continuing and Community Education EnRich! Brochure – Winter 2006
- 7.4 Request to Offer Out-of-District Group Study in Italy, Hungary, and the Czech Republic, June 7-19, 2006
- 7.5 Request to Offer Out-of-District Group Study in Ghana, May 15 through June 10, 2006
- 7.6 Request to Offer Out-of-District Group Study in England, May 4-13, 2006
- 7.7 Request to Offer Out-of-District Group Study in Peru, March 9-17, 2006
- 7.8 Request to Offer Out-of-District Group Study in Italy and Greece, June 8-21, 2006
- 7.9 Request to Offer Out-of-District Group Study in Spain, May 15 through June 23, 2006
- 7.10 Request to Offer Out-of-District Group Study in the Virgin Islands June 30 through July 9, 2006

8. Contracts/Grants

- 8.1 Emergency Contract Authority
- 8.2 Sublease for the Watson Center, Keystone Heights
- 8.3 Memorandum of Understanding with St. Petersburg College - Veterinary Technology
- 8.4 Agreement with Mobile Campus, Inc.
- 8.5 Information Access and Update Agreement with Ameritas Life Insurance, Inc.

9. Endowment Corporation Liaison Update

10. Board Members' Remarks

11. Citizen's Requests

12. Adjournment

Board Action(s) Requested: Approval

Action: Motion to approve: Jackson

Second: Brashear

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

Approval of Board Meeting Minutes of October 18, 2005

401.434, 05-06

The minutes of the regular meeting of the District Board of Trustees of Santa Fe Community College held October 18, 2005, are presented for approval.

Board Action(s) Requested:

Approval

Action: Motion to approve: Davis

Second: Brashear

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

President's Report

Information Item

Dr. Sasser thanked Cheryl Canova and her staff for their hospitality for hosting today's meeting.

President Sasser noted that Ms. Fran Holm is retiring and what a huge loss that would be for the college.

President Sasser recognized Ms. Anedria Williams, Career Service Chair; Ms. Carole Marquis, College Senate President; and Mr. Alan Rezaei, Student Government President. Ms. Terry Thomas, President of FACC, was unable to attend.

Dr. Sasser mentioned that Ms. Terry Thomas was running for FACC Region II Vice President.

The president added that last evening the college hosted a reception in honor of Alexa Ostolaza who was named the March of Dimes 2006 National Ambassador. He added that Alexa's parents are graduates of Santa Fe.

Dr. Sasser mentioned that Trustee Weingart was unable to attend today's board meeting because of a recent surgery. He also added that Trustee Womack was in Russia and would be sharing her experience at the January board meeting.

The president reminded trustees of the retreat scheduled for November 28 at Trustee Mallini's home.

Dr. Sasser noted the current art show in the Robertson Administration building is the Student Art Show. Also the annual Christmas trees will be on display from November 28 through December 9.

Trustees received a president's pass to the men's and women's home basketball games. Also a thank-you note from Mrs. Sasser was passed around for trustees.

Amended Rule 2.4: College Senate

Information Item
410.380, 05-06

Rule 2.4: College Senate has been expanded to cover shared governance. The revision states that the Senate has the opportunity to propose initiatives and changes and make recommendations that may affect Senate constituents; additionally, it will confer with Career Service Council on policies and/or procedures that may affect career service employees. It also states that the Senate president may confer with the college president on Board of Trustees agenda items that are of particular interest to the Senate, and that annually, the Senate president may make a special presentation to the Board of Trustees regarding current topics or projects of the Senate.

Amended Rule 2.7: AIDS and Related Diseases

Information Item
41.381, 05-06

This rule has been amended to clarify and broaden the scope to include other bloodborne pathogens and Tuberculosis. The amendment also gives the college task force the responsibility to establish procedures to protect both infected and non-infected persons in College-related cases.

c

Standardized Clinical Facilities Use Agreement with Florida Hospital Waterman - Cardiovascular
Technology Information
408.1531, 05-06

The board has authorized Vice President for Academic Affairs to execute on behalf of the board standardized forms for clinical facilities agreements without further action by the board. Such an agreement has been executed with Florida Hospital Waterman for students enrolled in the SFCC Cardiovascular program.

CONSENT

District Board of Trustees
November 15, 2005

Agenda Item: 3.1

Contract Staff (Faculty)

402.670, 05-06

The individuals listed below are being recommended for appointment for the 2005-2006 year as stated in the individual employee's contract.

Full Time

<u>Name</u>	<u>Position</u>
Nancy Jo Adams <i>B.S., University of South Florida</i>	Assistant Professor, Nursing Programs
Pilar Tacogdoy <i>M.S.N., University of Phoenix</i>	Assistant Professor, Nursing Programs

Part Time

Stephen Akridge	James Kocher
Claire Bakr	Andrew Lievertz
Patrick Breslin	James Lybarger
Karen Bennett	Warren Marcoux
Cheryl Canova	Tamara Martin
Jaime Castro	Kelli McChesney
Deborah Clark	Deborah Nicholson
Kevin Combs	Sharon Pope
^ Cynthia Cox	Andrew Rubin
Travis Devanny	Karen Smith
Stephen Everett	Kimbley Standifer
William Ezzell	Chanda Stebbins
Keith Faulk	Paul Stern
Anthony Ferrara	Kalpana Swamy
Patsy Frenchman	Deborah Taube
Alan Gray	Lucinda Waldron
Frank Heinzmann	^ Lana Williams
Paul Hutchins	Ellen Wood
Christopher King	

^ Student Leadership and Activities funded

Board Action(s) Requested:

Approval

Action: Motion to approve consent items 3.1 through 3.3: Brashear
Second: Jackson
Vote: Brashear - yes, Davis - yes, Jackson - yes, Mallini - yes, McRae - yes.

CONSENT

**District Board of Trustees
November 15, 2005**

Agenda Item: 3.3

Career Service Staff

403.05-06

The individual listed below is being recommended for appointment.

Name

Position

Hannah Fischer

Support Specialist 1, Curriculum, Scheduling, and Information

Board Action(s) Requested:

Approval

Action: Approved. See agenda item 3.1 (402.670).

Evaluation of the President

411.272, 05-06

Chair Mallini called on General Counsel Patti Locascio to make comments regarding item 4.1. Ms. Locascio thanked all the board members for their participation in the evaluation process and explained that all trustees had received a summary of Dr. Sasser's 2005 evaluation results verbatim. She added that this year the total number of evaluators is 7 rather than 8 because there was still one vacancy until Mr. Weingart recently joined the board. The president received an outstanding rating and the evaluation process showed ongoing support by the board in Dr. Sasser. She added that according to the board, he and the college exceeded requirements for performance close to 95% of the time. She noted that the contents of the evaluation are exempt from public disclosure and should be treated confidentially.

Board Action(s) Requested:

Approval

Action: Motion to accept the evaluation: McRae

Second: Brashear

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

Following acceptance of the evaluation, Chair Mallini added that the college was fortunate to have the leadership of Dr. Sasser and was pleased with his accomplishments. Dr. Sasser expressed his appreciation to the board for their evaluation and comments. He also acknowledged the excellent support of college staff and faculty.

President's Contract

411.273, 05-06

See item 4.1 (411.272) for discussion.

Board Action(s) Requested:

Approval

Action: Motion to accept the second amendment to the president's contract upon Mr. Bradley's recommendation: McRae

Second: Brashear

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

Transfer of Positions from Continuing Contract to Professional Contract

101.47, 05-06

In accordance with the provisions set forth in Rule 6A-14.0411 (5)(b), the positions of (1) Professor, Office for Ethnic Diversity, (2) Coach, Baseball, (3) and Professor, Computers shall be discontinued due to restriction of required duties. Employees in the aforementioned positions, by nature of their duties, do not perform any of the required duties of a faculty position specifically in regard to course design, curriculum review, classroom instruction, and student learning evaluation.

Re-classification of affected individuals will be made to the appropriate administrative and professional pay grade/position title. The new titles will be as follows: (1) Diversity Specialist, (2) Baseball Coach, and (3) Career and Job Placement Coordinator. These changes will be effective at the end of each individual's current contract.

Board Action(s) Requested:

Approval to transfer stated positions

Action: Motion to approve: Jackson

Second: McRae

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

Information Item: Health Science Addition

412.990, 05-06

Project Description:

The demand for health related professionals, both locally and nationally, has exceeded the supply for many years now. Program growth at Santa Fe in many areas has caused severe overcrowding in both classroom and lab space. This project will add 45,240 gross square feet of new space as an addition to the current Health Science building on the Northwest Campus.

Architect/engineer	Flad & Associates, Gainesville, Florida
Construction manager/contractor	PPI Construction Management, Gainesville, Florida
Uniform building code inspector	In-house

	Appropriations	Encumbered
Design	\$ 756,522	\$ 515,896
Construction	7,372,579	7,357,000
Furniture and equipment	<u>1,139,803</u>	<u>0</u>
Project budget	\$9,268,904	\$7,872,896

Source of funds	PECO
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Project Status:

College staff has received and processed a deductive change order #1 for this project. This change order represents seven direct purchases of materials for sales tax savings, as follows:

Current construction contract amount		\$7,357,000.00
Direct purchase #1 - light fixtures		
Material \$127,000.00, sales tax savings	\$7,632.50	
Direct purchase #2 – transformers		
Material \$70,500.00, sales tax savings	4,242.50	
Direct purchase #3 – fire alarm		
Material \$28,538.00, sales tax savings	1,724.78	
Direct purchase #4 – air handler unit, variable frequency drive		
Material \$133,000.00, sales tax savings	7,992.50	
Direct purchase #5 – steel		
Material \$66,644.90, sales tax savings	4,011.19	
Direct purchase #6 – steel		
Material \$55,053.07, sales tax savings	3,315.68	
Direct purchase #7 – joist and deck		
Material \$44,904.00, sales tax savings	2,706.74	
		(\$ 557,265.86)
Revised current construction contract amount		\$6,799,734.14
Total sales tax savings for this project is now at \$ 31,625.89		

Board Action(s) Requested:

None

A construction site webcam can be viewed at: <http://cisit.sfcc.edu/~webcam>

Discussion: Mr. Bill Reese, Associate Vice President Facilities Services, reviewed items 5.1-5.3. Mr. Reese stated at the last meeting that Trustee Bradley had asked for the break out fees regarding the elevator project. He stated that the difference between the project budget and the guaranteed maximum price is \$55,312; \$24,684 was for the design and \$30,628 is for the owners contingency. The guaranteed maximum price of \$418,080 is simply for the value of the construction and also has contingencies built in to that figure. Mr. Reese then reviewed item 5.1 as an information update only and went through the deductive change orders showing a sales tax saving for this project is now at \$31,625.89.

Under item 5.2 Mr. Reese explained that every five years, based on Florida Statute 1013.31 and the State Requirements for Educational Facilities, each community college must arrange for an educational plant survey. The survey included a reconciliation of all physical space owned or leased by the college. The college then compares student enrollment projections and projected program growth with existing space to arrive at recommendations for renovation, remodeling, and new construction. Regarding Trustee McRae's question, Mr. Reese replied that they identify all the space on campus and compare it against the projected enrollment and then write recommendations for new space. Chair Mallini asked if page 6 of the report could be explained regarding the projected growth for 2009-10. Mr. Reese responded that the numbers reflect what the projected growth will be for all five years. Chair Mallini then asked what are the numbers on page seven reflecting and why is the Watson Center reflecting zero. Mr. Terry Flake replied that reports on educational facilities are based on projections of enrollment from a given time, and that at the time of this report the Watson Center had not opened and did not have any students. He added that the state makes changes to the reports and returns them to the college, then the college can make adjustments based on current Watson Center enrollment

Action: Motion to approve items 5.2 and 5.3: Brashear

Second: Davis

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

Project Report and Action Request - Educational Plant Survey

412.991, 05-06

Every five years, based on Florida Statute 1013.31 and the State Requirements for Educational Facilities 1999-3.1, each community college must arrange for an educational plant survey. The survey includes a reconciliation of all physical space owned or leased by the college. The survey then compares student enrollment projections and projected program growth with existing space to arrive at recommendations for renovation, remodeling, and new construction.

Board Action(s) Requested:

Approval

Action: Approved. See agenda item 5.1 (412.990).

Project Report and Action Request - Fire Alarm System Upgrade, Phase I (Guaranteed Maximum Price) 412.992, 05-06

Project Description:

In preparation for the changes resulting from the adoption of the new Florida Building Code and the new School Code, college staff commissioned a study of the college's fire alarm systems. The results of that study have identified existing deficiencies and conceptualized an approach for resolution. This project involves the upgrade of the college's fire alarm systems. It is divided into potentially three phases. The first will address deficiencies in our existing systems; the second and third phases will bring all buildings into compliance with current code and create a reporting network for system oversight within our Police Department.

Architect/engineer	Affiliated Engineers SE, Inc., Gainesville Florida
Construction manager/contractor	To be determined
Uniform building code inspector	In-house
Design services	\$ 33,120
Admin fee and contingency	\$ 11,321
Construction	\$447,509
Phase I project budget	\$491,950
Source(s) of funds	CO & DS, PECO

Project Status:

College staff has received and reviewed a guaranteed maximum price in the amount of \$447,509 for the construction of the first phase of this project which will correct existing building fire alarm deficiencies.

Board Action(s) Requested:

Approval of the guaranteed maximum price of \$447,509

Action: Approved. See agenda item 5.1 (412.990).

Report of Purchases for October 2005

202.531, 05-06

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

Purchasing	\$1,449,994.97
Risk Management Consortium	<u>0.00</u>
Total	<u>\$1,449,994.97</u>

<u>P.O. No.</u>	<u>Amount</u>	<u>Procurement</u>	<u>Vendor</u>	<u>Class of Item-Department</u>
Y09266 (Fund 1)	\$ 60,000.00	Exempt	W.T. Cox Subscriptions	Periodicals and Subscriptions Library
Y09310 (Fund 1)	\$ 54,516.00	Contract	Office Furniture USA	Building B Furniture Watson Center
Y09334 (Fund 1)	\$ 46,926.00	Contract	Office Furniture USA	Phase III Furniture Downtown Center
Y09359 (Fund 1)	\$ 50,800.00	Contract	Dell Marketing	Computers (40) Information Technology
Y09422 (Fund 2)	\$ 34,845.00	Contract	Bradford County School Board	Perkins Grant Contract Bradford Union Vo-Tech
Y09475 (Fund 7)	\$ 127,000.00	Contract	Rexel Southern	Direct Purchase - Light Fixtures Building W Addition
Y09477 (Fund 7)	\$ 70,500.00	Contract	Hughes Supply, Inc.	Direct Purchase - Panels, Transformers, and Disconnects Building W Addition
Y09481 (Fund 7)	\$ 28,538.00	Contract	Simplex Grinnell	Direct Purchase - Fire Alarm System Building W Addition
Y09482 (Fund 7)	\$ 133,000.00	Contract	Tom Barrow Company	Direct Purchase - Air Handler Unit and Related Equipment Building W Addition

Y09483 (Fund 7)	\$ 66,644.90	Contract	Chatham Steel Corp.	Direct Purchase - Structural Steel Building W Addition
Y09484 (Fund 7)	\$ 55,053.07	Contract	Metals USA	Direct Purchase - Structural Steel Building W Addition
Y09490 (Fund 7)	\$ 44,904.00	Contract	New Millennium Building Systems	Direct Purchase - Joist and Deck Building W Addition
Y09491 (Fund 7)	\$ 235,617.00	Contract	PPI Construction	Building I - Air Handler Unit Upgrade General Renovation
	<u>\$1,008,343.97</u>			

Purchases \$0 - \$25,000.00

Number of purchase orders: 420

Number of contracts awarded by the Board of Trustees: 3

Amount: \$ 345,935.34

Amount: \$ 95,715.66

Board Action(s) Requested:

Approval of report

Discussion: Ms. Rochelle Prince, Chief Financial Officer and Associate Vice President for Finance, reviewed items 6.1 through 6.6 individually.

Action: Motion to approve items 6.1 through 6.6: Jackson

Second: McRae

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

Fund 1 (Current Unrestricted) Revenue and Expenditure Report as of October 31, 2005
201.594, 05-06

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 October 31, 2005.

The following summary provides a comparison of actual revenues and expenditures for 2005-2006 vs. 2004-2005.

	2005-2006		2004-2005	
	<u>Dollar Amount</u>	<u>Percent of Budget</u>	<u>Dollar Amount</u>	<u>Percent of Total Year</u>
Revenue	21,918,306	35.99	21,347,888	36.95
Expenditures	15,720,075	25.05	15,205,533	26.21

Board Action(s) Requested:

Approval of report

Action: Approved. See agenda item 6.1 (202.531).

Warrants Issued for October 2005

208.426, 05-06

A listing of all checks issued from October 1 through October 31, 2005, is available at this meeting for the board's information. The amount disbursed for the month was \$9,039,193.41.

Warrant Numbers

Manual Payroll	None
Manual Payables	None
Payables	420498 - 423447
Payroll	601243 - 601843

Electronic Transfers

21064 - 23759

Board Action(s) Requested:

Approval

Action: Approved. See agenda item 6.1 (202.531).

Colonel Harry M. Hatcher, Jr., Property Survey 06-03

200.696, 05-06

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 October 17, 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	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
Worn-Out Equipment with Salvageable Parts	6	\$9,203.00	0	\$0.00	\$0.00	\$0.00
Worn-Out Equipment with No Salvageable Parts	17	\$30,789.16	2	\$95,867.42	\$95,867.42	\$0.00
Surplus Property	23	\$40,510.00	1	\$9,332.84	\$9,332.84	\$0.00
Lab Replacement	47	\$62,649.45	0	\$0.00	\$0.00	\$0.00
Transfers	70	\$92,743.65	0	\$0.00	\$0.00	\$0.00
Found/Reinstated	1	(\$3,348.00)	0	\$0.00	\$0.00	\$0.00
TOTAL	164	\$232,547.26	3	\$105,200.26	\$105,200.26	\$0.00

Notes

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 counties schools, sold, or scrapped

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

Found/Reclassified items were reported as not found/missing during a prior inventory year, but were found during the current year's inventory. Item's disposition will be changed from missing and immediately reinstated on to the mainframe (including original cost).

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 agenda item 6.1 (202.531).

Report of Investments, Quarter Ending September 30, 2005

201.595, 05-06

Demand deposits are maintained in the board's operating funds account with Compass Bank. Daily collected balances earn interest at the average monthly federal funds rate less 70 basis points.

Average adjusted rate, month of September 30, 2005	2.92%
Interest earnings, quarter	\$18,197
Interest earnings, fiscal year to date	\$18,197

Short-term investments are maintained in the Florida State Board of Administration Local Government Surplus Trust Fund Investment pool. These funds are available for transfer to the demand deposit account upon request.

Interest rate at September 30, 2005	3.79%
Interest earnings, quarter	\$58,685
Interest earnings, fiscal year to date	\$58,685

Short-term investments are also maintained in the Florida Division of Treasury Special Purpose Investment Pool. These funds are available for transfer to the demand deposit account upon request.

Interest rate at September 30, 2005	4.77%
Interest earnings, quarter	\$49,947
Interest earnings, fiscal year to date	\$49,947

Long-term investments are managed through the investment advisory agreement with Evergreen Institutional Asset Management. Funds deposited in this account are those which the college finance staff has calculated can be invested for a longer term in that the investment policy is based on a maximum effective maturity of five years.

Current Holdings: US Treasury notes and bonds, federal agency bonds and mortgages, money markets, and corporate bonds

Average effective maturity	1.8 years
Anticipated yield to maturity	3.41%
Earnings, quarter	\$ 24,405
Earnings, current year to date	\$ 24,405

Interest Earnings Comparison:

Total interest earnings fiscal year to date 2005/2006	\$151,234
Total interest earnings fiscal year to date 2004/2005	\$130,650

Board Action(s) Requested:

Approval

Action: Approved. See agenda item 6.1 (202.531).

Amendment to Food and Vending Agreement with Compass Group, USA, Inc.

209.119, 05-06

Services Agreement with Compass Group, USA, Inc. is being amended to reflect a new annual dining service guaranteed dollar amount, a change to the termination date from June 30, 2006, to May 5, 2006, and a modification to the termination clause.

Board Action(s) Requested:

Approval

Action: Approved. See agenda item 6.1 (202.531).

College Calendar for 2006-2007

414.54, 05-06

The college calendar for 2006-2007 has been approved by the College Senate. The Santa Fe calendar coincides with the University of Florida calendar, which is important to students at both institutions who are often jointly enrolled. The calendar calls for an exception to the authorized start date for summer term 2007. Upon approval of this calendar, a request will be made to the Division of Community Colleges to approve this exception so that the Santa Fe calendar will coincide with the University of Florida calendar.

Board Action(s) Requested:

Approval

Action: Motion to approve items 7.1 through 7.10: Davis

Second: Brashear

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

Advisory Committee Appointments for:

417.71, 05-06

Air Conditioning, Refrigeration, and Heating Technology
Child Development
Criminal Justice Technology
Diagnostic Medical Sonography
Radiologic Programs
Zoo Animal Technology

The advisory committee appointments are being recommended to the board effective January 1, 2006, through December 2007. All individuals have been contacted and have agreed to serve for the two-year period.

Air Conditioning, Refrigeration, and Heating Technology

Renew

Ms. Patty Cox, Manager, Johnstone Supply, Gainesville
Mr. Roderick Allen Fair, North Florida/South Georgia Veterans Health System, Gainesville, Gainesville
Mr. Brian Fletcher, Factory Representative, The Trane Co., Archer
Mr. Allen Gross, Owner, Envirotemp, Inc., Gainesville
Mr. Randy Hayes, Hayes Electric and Air Conditioning, Starke
Mr. Steve Jarzembksi, Charles Berg, Inc., Gainesville
Mr. Joey Loeffelholz, Owner/Service Technician, InLand Air Services, Inc., Gainesville
Off
Mr. Allen Smith, Manager, Hosier Supply, Gainesville

Child Development

New

Ms. Holly Brussard, Kid's World Preschool, Gainesville
Ms. Pam Pallas, Assistant Director, Baby Gator Nursery, Gainesville
Mr. Mike Sanders, School Board of Alachua County, Gainesville

Renew

Dr. Ernest Bordini, Gainesville
Ms. Pauline Cowart, Director, Sonshine Day Preschool, Gainesville
Dr. Sharon Halsall, Assistant Professor, University of Florida, Gainesville
Mr. Herb Jones, Director, St. Augustine's Day Care Center, Gainesville
Ms. Prisha Malone, Coordinator, Child Care Resources, Gainesville
Ms. Dina Vouis, Gainesville

Off

Ms. Roberta Elliott, Consultant, Floodstrand Associates, Gainesville
Ms. Silvia Ferguson, Assistant Director, Baby Gator Nursery, Gainesville
Ms. Margaret Foust, Retired, Gainesville
Ms. Tara Orlowski, Department of Children and Families, Tallahassee

Criminal Justice Technology

New

Colonel Emery Gainey, Chief of Staff, Alachua County Sheriff's Office, Gainesville
Chief Ray Kaminskas, High Springs Police Department, High Springs

Renew

Mr. John Alwood, Regional Specialist, Florida Department of Law Enforcement, Jacksonville

Criminal Justice Technology, continued

Chief Norman Botsford, Gainesville Police Department, Gainesville
The Honorable William Cervone, State Attorney, Eighth Judicial Circuit, Gainesville
Major Robert Chapman, Director, Department of the Jail, Alachua County Sheriff's Office,
Gainesville
Mr. Wayland Clifton, Circuit Manager, Probation and Community Corrections, North Region,
Department of Juvenile Justice, Alachua
Chief Robert Jernigan, Alachua Police Department, Alachua
Captain Gerald Lapinsky, University of Florida Police Department, Gainesville
The Honorable Bob Milner, Sheriff, Bradford County, Starke
The Honorable Stephen Oelrich, Sheriff, Alachua County, Gainesville
Chief A. W. Smith, Waldo Police Department, Waldo
Chief Gordon Smith, Starke Police Department, Starke
The Honorable Rod Smith, Senator, District 5, Gainesville
Chief Linda Stump, University of Florida Police Department, Gainesville
Captain Ray Weaver, Gainesville Police Department, Gainesville
Major Claude Williams, Chief of Security, North Florida Evaluation and Treatment Center,
Gainesville

Off

Special Agent Kenneth Moore, Gainesville
Major Al Weikel, Alachua County Sheriff's Office, Gainesville
Chief Tom Wolfe, High Springs Police Department, High Springs

Diagnostic Medical Sonography

New

Ms. Carrie Alligood, Shands at UF, Gainesville
Mr. Jeremy Edwards, Department of Radiology, Shands at AGH, Gainesville
Ms. Walinda Hart, Imaging Services, The Villages Regional Hospital, The Villages
Dr. Julie Marshall, Department of Radiology, Shands at UF, Gainesville
Ms. Tosheiba McFadden, Department of Radiology, North Florida/South Georgia Veterans Health
System, Gainesville, Florida

Renew

Ms. Nelda Albert, Gainesville Radiology Group, Gainesville
Ms. Machell Blundell, Ocala Regional Medical Center, Ocala
Ms. Cheryl Carlisle, North Florida Radiology, Gainesville
Ms. Pat Dunsford, Imaging Services Department, Ultrasound, Baptist Medical Center, Jacksonville
Mr. Carl Gaona, Department of Radiology, Shands at Starke
Ms. Patty Inis, Department of Radiology, Munroe Regional Medical Center, Ocala
Ms. Mary Jackson, North Florida/South Georgia Veterans Health System, Gainesville, Lake City
Ms. Chris Langford, Department of Radiology, Shands at UF, Gainesville
Mr. Ermon Owens, Department of Radiology, North Florida/South Georgia Veterans Health System,
Gainesville, Gainesville, Florida
Ms. Barbara Schilling, Ultrasound Supervisor, North Florida Regional Medical Center, Gainesville
Ms. Marion Speed, Shands at AGH, Gainesville

Off

Dr. Patricia Abbitt, Department of Radiology, Shands at UF, Gainesville
Ms. Karen Dodge, Shands at UF, Gainesville
Ms. Walinda Hart, Department of Radiology, Ocala Regional Medical Center, Ocala

Diagnostic Medical Sonography, continued

Ms. Alice Johnson, Department of Radiology, Lake City Medical Center, Lake City
Ms. Shannon Larese, Department of Radiology, Shands at AGH, Gainesville
Dr. Chris Sstrom, Department of Radiology, Shands at UF, Gainesville
Mr. Juan Toro, Department of Radiology, North Florida/South Georgia Veterans Health System,
Gainesville, Florida
Ms Vanessa Wilemon, Radiology Associates of Ocala

Radiography

New

Ms. Carrie Alligood, Technical Director, Radiology Department, Shands at UF, Gainesville
Dr. Linda Lanier, Chairman, Department of Radiology, Shands at AGH, Gainesville

Renew

Mr. Tony Arvesu, Manager, Gainesville Radiology Group, Gainesville
Ms. Joyce Chappell, Charge Technologist, Department of Radiology, Shands at AGH, Gainesville
Ms. Melinda Chitty, Administrator, Department of Radiology, Shands at UF, Gainesville
Dr. Cheryl DeBose, Chief of Radiology, North Florida/South Georgia Veterans Health
System, Gainesville, Florida
Ms. Sharon Dewitt, Chief Technologist, Radiology Department, North Florida Regional Medical
Center, Gainesville
Mr. Lowell James, Supervisor, Radiology Department, Shands at UF, Gainesville
Dr. Suzanne Mastin, Chief of NMT/Medical Advisor, Shands at UF, Gainesville (Medical Director)
Mr. Kenneth Murphy, Radiology Administrator, North Florida Radiology, Gainesville
Mr. Steve Norden, Supervisor, Radiology Department, Shands at UF, Gainesville
Mr. Ermon Owens, Radiology Administrator, North Florida/South Georgia Veterans Health
System, Gainesville, Florida
Ms. Ginny Scott, Supervisor, Radiology Department, North Florida/South Georgia Veterans Health
System, Gainesville, Florida
Ms. Marion Speed, Director, Radiology Department, Shands at AGH, Gainesville
Ms. Lisa Wheeler, Manager, Radiology Department, North Florida Regional Medical Center,
Gainesville
Dr. Carol Younathan, Radiologist, North Florida Regional Medical Center, Gainesville

Off

Ms. Karen Dodge, Director, Radiology Department, Shands at UF, Gainesville
Mr. Jon Howard, Supervisor, Radiology Department, North Florida Regional Medical Center,
Gainesville, Florida
Dr. James Johnson, Chairman, Department of Radiology, Shands at AGH, Gainesville
Mr. Charles Lawson, Supervisor, Radiology Department, North Florida/South Georgia Veterans
Health System, Gainesville, Florida
Mr. Lynn Moody, Manager, Gainesville Radiology Group, Gainesville
Mr. Robert Stouffer, Director, Radiology Department, North Florida Regional Medical Center,
Gainesville

Zoo Animal Technology

New

Ms. Kristen Christensen, Education Curator, Palm Beach Zoo at Dreher Park, West Palm Beach
Ms. Carol Kreigel, Houston Zoo, Inc., Houston, Texas
Ms. Fanny Navarro, Newberry

Renew

Mr. Joe Barkowski, Curator of Birds, Sedgewick County Zoo, Wichita, Kansas
Mr. Craig Dinsmore, Director, Utah's Hogle Zoo, Salt Lake City, Utah

Zoo Animal Technology, continued

Mr. Jack Hanna, Director Emeritus, Columbus Zoological Gardens, Powell, Ohio

Dr. Darryl Heard, Assistant Professor, University of Florida College of Veterinary Medicine
Department of Animal Clinical Sciences, Gainesville

Mr. John Lehnhardt, Animal Operations Manager, Disney's Animal Kingdom, Lake Buena Vista,
Florida

Off

Mr. Fred Antonio, Director of Operations/General Curator, Central Florida Zoo, Lake Monroe,
Florida

Mr. John Flemming, Operations Coordinator, White Oak Conservation Center, Yulee, Florida

Ms. Margo McKnight, Director, Brevard Zoo, Melbourne, Florida

Board Action(s) Requested:

Approval

Action: Approved. See agenda item 7.1 (414.54).

Continuing and Community Education EnRich! Brochure - Winter 2006

415.109, 05-06

As required by State Board of Education regulations, the schedule of Community Education and the Center for Business EnRich! courses for winter 2006 is presented for board approval. Term dates are January 21 through March 3, 2006, with registration beginning January 5, 2006, 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

Action: Approved. See agenda item 7.1 (414.54).

Request to Offer Out-of-District Group Study in Italy, Hungary, and the Czech Republic,
June 7-19, 2005

101.48, 05-06

In accordance with State Board of Education Rule 6H-1.017, FAC, the college requests approval to conduct out-of-district instruction for IDS 2930 International Business Group Study (1-3 credits) and GEB 2350 International Business (3 credits) to be offered June 7-19, 2006, in Italy, Hungary, and the Czech Republic. The course will provide students with direct ideals and values of these countries through travel in Rome, Pompeii, Budapest, and Prague. The course will include appropriate orientations, direct instructions, and field experiences, plus a debriefing session and evaluation. Upon approval of the Board of Trustees, this request will be submitted to the State Board of Education.

Board Action(s) Requested:

Approval

Action: Approved. See agenda item 7.1 (414.54).

Request to Offer Out-of-District Group Study in Ghana, May 15 through June 10, 2006

101.49, 05-06

In accordance with State Board of Education Rule 6H-1.017, FAC, the college requests approval to conduct out-of-district instruction for LIT 2930 Group Study in Ghanaian Literature (3 credits) to be offered May 15, 2006 through June 10, 2006, in Ghana. The course will provide students with direct ideals and values of this country through travel in Kumasi, Cape Coast, Ho, Akosombo, and Accra. The course will include appropriate orientations, direct instructions, and field experiences, plus a debriefing session and evaluation. Upon approval of the Board of Trustees, this request will be submitted to the State Board of Education.

Board Action(s) Requested:

Approval

Action: Approved. See agenda item 7.1 (414.54).

Request to Offer Out-of-District Group Study in England, May 4-13, 2006

101.50, 05-06

In accordance with State Board of Education Rule 6H-1.017, FAC, the college requests approval to conduct out-of-district instruction for HUM 2930 Group Study in the Humanities (3 credits) to be offered May 4-13, 2006, in England. The course will provide students with direct ideals and values of this country through travel in London and the surrounding area. The course will include appropriate orientations, direct instructions, and field experiences, plus a debriefing session and evaluation. Upon approval of the Board of Trustees, this request will be submitted to the State Board of Education.

Board Action(s) Requested:

Approval

Action: Approved. See agenda item 7.1 (414.54).

Request to Offer Out-of-District Group Study in Peru, March 9-17, 2006

101.51, 05-06

In accordance with State Board of Education Rule 6H-1.017, FAC, the college requests approval to conduct out-of-district instruction for ANT 2930 Peruvian Archeological Group Study (3 credits) to be offered March 9-17, 2006, in Peru. The course will provide students with direct ideals and values of this country through travel in Lima and Trujillo. The course will include appropriate orientations, direct instructions, and field experiences, plus a debriefing session and evaluation. Upon approval of the Board of Trustees, this request will be submitted to the State Board of Education.

Board Action(s) Requested:

Approval

Action: Approved. See agenda item 7.1 (414.54).

Request to Offer Out-of-District Group Study in Italy and Greece, June 8-21, 2006 101.52, 05-06

In accordance with State Board of Education Rule 6H-1.017, FAC, the college requests approval to conduct out-of-district instruction for HUM 2210 Humanities: Ancient World to the Renaissance (3 credits) and HUM 2930 Group Study in Italy and Greece (1-3 credits) to be offered June 8-21, 2006, in Italy and Greece. The course will provide students with direct ideals and values of these countries through travel in Rome, Pompeii, Athens, Delphi, Nafplio, Mycenae, Corinth, Epidaurus, and Mykonos. The course will include appropriate orientations, direct instructions, and field experiences, plus a debriefing session and evaluation. Upon approval of the Board of Trustees, this request will be submitted to the State Board of Education.

Board Action(s) Requested:

Approval

Action: Approved. See agenda item 7.1 (414.54).

Request to Offer Out-of-District Group Study in Spain, May 15 through June 23, 2006

101.53, 05-06

In accordance with State Board of Education Rule 6H-1.017, FAC, the college requests approval to conduct out-of-district instruction for SPN 1121 Elementary Spanish II (4credits) and HUM 2930 Spanish Culture Group Study (3 credits) to be offered May 15, 2006, through June 23, 2006, in Santiago de Compostela, Spain. The course will provide students with direct ideals and values of this country through travel in Madrid and Santiago de Compostela. The course will include appropriate orientations, direct instructions, field experiences, family home stay, plus a debriefing session and evaluation. Upon approval of the Board of Trustees, this request will be submitted to the State Board of Education.

Board Action(s) Requested:

Approval

Action: Approved. See agenda item 7.1 (414.54).

Request to Offer Out-of-District Group Study in the Virgin Islands June 30 through July 9, 2006
101.54, 05-06

In accordance with State Board of Education Rule 6H-1.017, FAC, the college requests approval to conduct out-of-district instruction for ISC 2930 Group Study in the Ecology of the Virgin Islands (3 credits) to be offered June 30, 2006, through July 9, 2006, in both the U.S. and British Virgin Islands. The course will provide students with direct ideals and values of these territories through travel in St. John's, Maho Bay, and Cruz Bay. The course will include appropriate orientations, direct instructions, and field experiences, plus a debriefing session and evaluation. Upon approval of the Board of Trustees, this request will be submitted to the State Board of Education.

Board Action(s) Requested:

Approval

Action: Approved. See agenda item 7.1 (414.54).

Emergency Contract Authority

408.1532, 05-06

The board is requested to authorize the chair, or vice chair in the chair's absence, to execute the documents, contracts, and change orders requiring board approval during the period between the November meeting and the January meeting, which actions if delayed until the January meeting would create operational or financial difficulties for the college. The president shall indicate in writing the reason that the document should be executed prior to the January board meeting. The president will provide this information to the full board for ratification at the next regularly scheduled board meeting, at which time the board may take any action that would not adversely affect any third party's rights.

Board Action(s) Requested:

Approval

Discussion: Under item 8.4 President Sasser explained that this is a five-year agreement to make Mobile Campus the college's text messaging service for students. He further explained what the benefits would be for students if the college accepted this agreement. He noted that this is an optional text messaging service that can provide students access to information about campus events and activities as well as coupons from vendors in the community for special discounts for SFCC students. He added that there is no cost to the college beyond soft costs, and over the five years the college will earn revenue estimated between \$3,000 and \$57,000. He added that the University of Florida is the first university to sign-up and Santa Fe is the first community college to participate. He added that the only problem that students may encounter may be charges incurred through their phone provider, if they don't have unlimited messaging service. He added that information about potential charges is provided to the students up front before they agree to participate in the program. Mr. Alan Rezaei, Student Government President, added that student government supported the agreement and all steps have been made to educate the students before they sign-up for the program. He said the advertising coupons are a benefit for the students and the messaging is another excellent method of communication. Trustee McRae asked if this was just for the Northwest Campus. Dr. Sasser responded that it was for all students, faculty, and staff, and also if they didn't have a cell phone they still could access the service through Santa Fe's home web page. Trustee Jackson asked who pays the \$1.00 for each student participating. Dr. Sasser replied that Mobile Campus pays the fee to the college. She also asked if a teacher could make student access to this service a class requirement. Dr. Sasser replied no, because it would not be fair to students who chose not to use the service. Trustee Brashear asked if we could opt out of the contract early. President Sasser responded no, that we had to commit to five years.

Action: Motion to approve items 8.1 through 8.5: Davis

Second: Brashear

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

Sublease for the Watson Center, Keystone Heights

408.1534, 05-06

This sublease agreement allows the Bradford County Board of Commissioners use of a classroom and certain common areas in the Watson Center in Keystone Heights for official business only. This is a two-year agreement with automatic one-year renewals, and will not be effective until approved by the Santa Fe Community College Endowment Corporation Board in accordance with paragraph 29 of the Master Lease.

Board Action(s) Requested:

Approval

Action: Approved. See item 8.1 (408.1532).

Memorandum of Understanding with St. Petersburg College - Veterinary Technology

408.1535, 05-06

This memorandum of understanding will facilitate enrollment of Santa Fe students in St. Petersburg College's Veterinary Technology Distance program. This is a three-year arrangement commencing upon execution of the memorandum of understanding. This 1+1 A.S. in Veterinary Technology degree program is intended for those current SFCC students who are working on their general education requirements and for students new to postsecondary education. Santa Fe students who have completed all general education coursework, former SFCC students who have graduated, or community members already meeting general education requirements would enroll directly with St. Petersburg College (SPC). Veterinary Technology program students would be concurrently enrolled at both SFCC and SPC and would pay appropriate admission and tuition fees to each institution. SFCC students would be enrolled in SFCC general education courses meeting the program requirements. There is no cost to the college.

Board Action(s) Requested:

Approval

Action: Approved. See item 8.1 (408.1532).

Agreement with Mobile Campus, Inc.

408.1536, 05-06

This is a five-year agreement to make Mobile Campus the college's text messaging service for students. The benefit to students is access to an entirely optional text messaging service that will provide them access to information about campus events and activities as well as coupons for discounts from vendors in the community. The benefit to the college is the creation of an additional vehicle to communicate important information to students and the opportunity to earn revenue. There is no cost to the college beyond "soft" costs that can be offset by the revenue earned under this agreement.

Board Action(s) Requested:

Approval

Action: Approved. See item 8.1 (408.1532).

Information Access and Update Agreement with Ameritas Life Insurance, Inc. 408.1537, 05-06

Ameritas Life Insurance, Inc. is the dental insurance provider for the college and is now offering online billing and enrollment options. The attached Information Access and Update Agreement is required to participate in the online options that will expedite enrollment of employees into the program and facilitate the more efficient online billing system.

Board Action(s) Requested:

Approval

Action: Approved. See item 8.1 (408.1532).

Endowment Corporation Liaison Update

Information Item

President Sasser mentioned that the Davis Center vet tech building will be completed in 2007 and the second building at the Watson Center would be open January 1, 2006. He also added that the new building at the Blount Center is under construction, and at least \$2 million more is needed for the Perry Center. It was noted that Mr. Harold Johnson gave another \$50,000 to establish two new scholarship programs.