

The District Board of Trustees
Santa Fe Community College, Florida
Agenda for Board Meeting of February 21, 2006, at 4 p.m.
Davis Center, Archer, Florida

Adoption of Agenda

Agenda Item: 1.1
418.444, 05-06

1. General Functions
 - 1.1 Adoption of Agenda for Meeting of February 21, 2006
 - 1.2 Approval of Board Meeting Minutes of January 24, 2006
2. Information Items
 - 2.1 President's Report
 - 2.2 Standardized Biomedical Engineering Technology Facilities Use Agreement - BioMed Techs, Inc., Gainesville
 - 2.3 Renewal of Tech Prep Articulation Agreements:
 - School Board of Alachua County - Criminal Justice Technology A.S. and A.A.S. Degrees
 - School Board of Bradford County - Criminal Justice Technology A.S. and A.A.S. Degrees
 - 2.4 Continuing Contracts for 2006-2007
3. Consent Items
 - Personnel
 - 3.1 Contract Staff (Faculty)
 - 3.2 Contract Staff (Administrative and Professional)
 - 3.3 Career Service Staff
 - 3.4 Leave of Absence
 - Contracts, Grants
 - 3.5 Scholarships for Disadvantaged Nursing Students -- Grant
4. Finance/Business Affairs Items
 - 4.1 Report of Purchases for January 2006
 - 4.2 Fund 1 (Current Unrestricted) Revenue and Expenditure Report as of January 31, 2006
 - 4.3 Warrants Issued for January 2006
 - 4.4 Colonel Harry M. Hatcher, Jr., Property Survey 06-05
 - 4.5 Report of Investments, Quarter Ending December 31, 2005
 - 4.6 Addendum to Florida Community Colleges Risk Management Consortium Agreement for Professional/Technical Services to Designate Reserve
 - 4.7 Revision of Long-Term Investment Policy Statement with Wachovia Bank, NA

- 4.8 Revision of Long-Term Investment Policy Statement with Wachovia Bank, NA, for the Florida Community Colleges Risk Management Consortium
- 4.9 Permission to Execute Contracts for Manual Food Service, Third Bay
5. General Institutional Items
 - 5.1 Dr. Philip Benjamin Matching Grant Program for Community Colleges
 - 5.2 Deletion of Courses Not Taught in the Last Five Years
 - 5.3 Amendment to PC Shop Fee Schedule
6. Rules
 - 6.1 Amendment to Rule 7.30: Student Activities
7. Contracts/Grants
 - 7.1 Agreement with North Florida Health Care Associates, LLC, dba North Florida Rehabilitation and Specialty Care - Nursing
 - 7.2 Agreement for Exchange of Confidential Information with IBM - Information Technology Services
 - 7.3 Florida's First River: A Cultural History of the St. Johns -- Grant
 - 7.4 Title III Eligibility -- Grant
 - 7.5 Santa Fe Community College Nursing Programs Expansion Initiative Grant -- SUCCEED, Florida! for 2006
 - 7.6 Life Sciences Jobs for Florida's Future Grant -- SUCCEED, Florida! for 2006
 - 7.7 SUCCEED, Florida Teaching Grant for 2006
 - 7.8 Mid-Florida College Reach-Out Consortium Grant -- Thomas H. Maren Foundation
8. Endowment Corporation Liaison Update
9. Board Members' Remarks
10. Citizen's Requests
11. Adjournment

Board Action(s) Requested:

Approval

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

Approval of Board Meeting Minutes of January 24, 2006

401.436, 05-06

The minutes of the regular meeting of the District Board of Trustees of Santa Fe Community College held January 24, 2006, are presented for approval.

Board Action(s) Requested:

Approval

Action: Motion to approve: McRae

Second: Weingart

Vote: Bradley - yes, Jackson - yes, Mallini - yes, McRae - yes, Weingart - yes, Womack - yes.

President's Report

Information Item

Dr. Sasser thanked Dr. Ruth Henderson for hosting today's board meeting.

President Sasser recognized Mr. Mike Hutley, President of FACC; Ms. Anedria Williams, Career Service Chair; Ms. Elizabeth Drake, College Senate Secretary; and Mr Alan Rezaei, Student Government President.

Dr. Sasser welcomed Ms. Louise Courtelis to the board meeting and noted that Ms. Alora Haynes, SFCC Dance Program, and Ms. Daphyne Stacey, co-producer/production supervisor, will be giving an update on "Dancing in Freedom's Shoes," the Alberto Alonso story.

The president noted that the March 21 board meeting will be held at the Northwest Campus and not at the Kirkpatrick Center. He also added that the May 16 board meeting will not be at the Northwest Campus, but at the Kirkpatrick Center.

Dr. Sasser mentioned for those board members attending the Women of Distinction luncheon that tickets were at their places. Also, he added that the college would be closed for spring break March 13-17, 2006.

Trustees received the *Vitality Magazine*, Zoo Call of the Wild invitation, and SFCC Zoo Peacock Prints newsletter.

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Agenda Item: 2.2

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

Standardized Biomedical Engineering Technology Facilities Use Agreement - BioMed Techs, Inc.,
Gainesville
Information Item
408.1545, 05-06

The board has authorized the Vice President for Academic Affairs to execute on behalf of the board standardized form agreements for use of facilities without further action by the board. Such an agreement has been executed with BioMed Techs, Inc., for students enrolled in the SFCC Biomedical Engineering Technology program.

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

Renewal of Tech Prep Articulation Agreements:

School Board of Alachua County - Criminal Justice Technology A.S. and A.A.S. Degrees
408.1546, 05-06

School Board of Bradford County - Criminal Justice Technology A.S. and A.A.S. Degrees
408.1547, 05-06

The A.S. and A.A.S. programs listed below have been identified as accelerated paths by which students will have the opportunity to receive college credit as described in the articulation agreements with the School Board of Alachua County and the School Board of Bradford County.

School Board of Alachua County

Renewal

- Criminal Justice Technology A.S. and A.A.S. degrees - Criminal Justice Operations

School Board of Bradford County

Renewal

- Criminal Justice Technology A.S. and A.A.S. degrees - Criminal Justice Operations

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

Continuing Contracts for 2006-2007

Information Item
402.673, 05-06

Candidates for continuing contract are listed below. Files for these individuals are available for board members to review in the office of the Vice President of Academic Affairs. Recommendations for board action regarding continuing contract personnel will be presented at the March 21, 2006, board meeting.

It should be noted that the presentation of this list does not imply a recommendation for continuing contract.

2006-2007 Continuing Contract Candidates

Carla Anderson
Susan Beverung
Lavette Burnette
Brandi Cooke
Rebecca Craig
Karl Eckberg
John Feiber
Brian Fox
Charmaine Goodwin
Beatriz Gonzalez
Denise Guerin
Randolph Handel
Jane Hatker
Heather Holley
Audrey Holt
Gerald Johnston
Patricia Kunkel
John Marks
Rebecca McKee
Gregory Mead
Karen Milnor
Rhonda Morris
Daniel Nail
Angel Nieves
Susan Reed
Rita Revak-Lutz
Serafin Roldan-Santiago
Marc Shahboz
Charles Stephenson
Marcia Swope
Richard Tarbox
Samia Williams
Laura Younts

CONSENT

District Board of Trustees
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Agenda Item: 3.1

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

Contract Staff (Faculty)

402.672, 05-06

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

<u>Name</u>	<u>Position</u>
Appointment	
Full Time	
Cynthia Boucher <i>B.S., Jacksonville University</i>	Interim Assistant Professor, Nursing Programs
Lynn George <i>M.S.N., University of South Florida</i>	Assistant Professor, Nursing Programs
Tennille Herron <i>B.F.A., Florida State University</i>	Interim Assistant Professor, ITE (Graphic Design)
Sylvia Jones <i>A.S., Santa Fe Community College</i>	Interim Assistant Professor, Radiology
Heather Long <i>M.S., Georgia Southern University</i>	Interim Assistant Professor, Sciences for Health Programs
Abrena Lynn Sandefur <i>M.Ed., University of Florida</i>	Assistant Professor, Visual and Performing Arts
Nancy Schenewerk <i>M.S., University of North Texas</i>	Interim Assistant Professor, Librarian
Beverly Turner <i>M.S.N., University of Florida</i>	Assistant Professor, Nursing Programs
Ann Weigl <i>M.S., Nova Southeastern University</i>	Interim Assistant Professor, Academic Foundations

Part Time

William Adams	Linda Cruce	Alison Fuhr
Anne Baird	Sean Cunningham	Susan Gildersleeve
Diane Baker	* Lucica Curta	David Goldberg
Scott Balcerzak	Carrie Davis	Zenta Gomez-Smith
Austin Boyd	Joseph Doyle	Daniel Griffin
Wesley Breeden	George Duren	John Harvey
Jeffrey Brown	Whitney Elmore	Sharon Heathman
Nancy Case	Michael Fender	Wesley Hoy
Lawrence Certain	Holly Fisher	Coimbatore Iswaran
Myrlene Chrysostome	Gail Foote	Michael Jackson
Robert Cogliano	Matthew Forester	Berrie Johnson
Jay Crockett	Valerie Freeman	Cynthia Kachik

* Grant funded
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Grace Kang
James Kurnick
Gerald Lapinsky
Elizabeth LeClear
Charles Love
Stephen Lyons
Shawna Mansfield
Jeffrey Means
Bryan Miller
Marissa Molinar
Kenneth Murphy
Eric Oliver
Marco Palma
Marilyn Palumbo

Nancy Parish
David Parker
Joycette Parker
Anil Patel
William Patten
Stanley Perry
J.C. Pichardo
Gerald Poe
Tania Querido
Karen Rybak
Robert Sandbach
Andrea Schoepfer
Matthew Shafer
Mary Spitzer

Stephen Sussman
Robert Sutton
P.L. Thamban
Marc Trahan
Lisa Underwood
Edward VanWinkle
Susan Vergnani
Katherine Vogel
Robert Wagner
Karen Warren
Robert Wesley
Marna Weston
Iana Williams
Clinton Wilson

* Grant funded

Board Action(s) Requested:

Approval

Action: Motion to approve consent items 3.1 through 3.5: Weingart

Second: Jackson

Vote: Bradley - yes, Jackson - yes, Mallini - yes, McRae - yes, Weingart - yes, Womack - yes.

CONSENT

District Board of Trustees
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Agenda Item: 3.2

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

Contract Staff (Administrative and Professional)

411.275, 05-06

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

Technical/Professional

Appointment

Full Time

	<u>Name</u>	<u>Position</u>
	Anastasia Albanese-O'Neill	Director of Marketing
	<i>M.A., University of California</i>	
	Brenda Brown	Accounting Supervisor, Office for Finance
	<i>B.A., University of West Florida</i>	
*	Courtney Croker	Educational Specialist, Health Careers Opportunity Program
	<i>B.S., University of Florida</i>	
*	Robin Edwards	Coordinator, K-12 Teacher Prep Institute
	<i>M.A., University of Florida</i>	
	Ulysess Fann	Network Systems Specialist, Instructional Computer Labs
	<i>Education and experience in field</i>	
	Tarah Jacobs	Zoo Education Specialist
	<i>A.S., Santa Fe Community College</i>	
	Adrian Manley	Counseling Specialist, Counseling Center
	<i>E.D., University of Florida</i>	
*	Kristine Newell	Interim Career Manager, Alachua/Bradford Career Center
	<i>6 years of experience</i>	
*	Frank Oquendo	Interim Coordinator, Educational Talent Search
	<i>M.S., University of Florida</i>	
	Mary Strickland	Lead Transcript Evaluator
	<i>B.A., University of Florida</i>	
	Nicole Sands	Websmith
	<i>B.S., University of Florida</i>	
*	Margaret Tison	Interim Educational Specialist, Success Services
	<i>M.Ed., University of Florida</i>	

Part Time

	Dorothy Coar	East Gainesville Initiative Specialist
^	Daniel Drost	Fitness Center Specialist
	Karen Garren	Test Proctor Specialist
	Felicia Gray	East Gainesville Initiative Specialist
	Glenda Henderson	Community Education Specialist

* Grant funded

^ Student Leadership and Activities funded

Technical/Professional, Appointment, Part Time, cont.

Joann Jenkins	East Gainesville Initiative Specialist
James Kocher	Academic Foundations Specialist
Reginald Lewis	East Gainesville Initiative Specialist
Lamonica Malone	East Gainesville Initiative Specialist
Sharon Misura	Community Education Specialist
Michael O'Malley	Writing Lab Specialist
* Holly Robinson	Vocational Evaluation Specialist
* William Robinson	Computer Specialist
Colleen Scott-Hall	Test Proctor Specialist
Robert Sims	Downtown Lab Specialist
* Tami Smith	Upward Bound Computer Specialist
* Deatra Spratling	Center for Excellence Specialist
Josephine Staten	Community Education Specialist
Christine Sulander	Test Proctor Specialist
Robert Wolfson	Test Proctor Specialist
* Grant funded	
^ Student Leadership and Activities funded	

Board Action(s) Requested:

Approval

Action: Approved. See item 3.1 (402.672).

CONSENT

District Board of Trustees
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Agenda Item: 3.3

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

Career Service Staff

403.443, 05-06

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

Name

Position

Appointment

Misty Blackford	Manager, Florida Community College Risk Management Consortium
Raquel Boyd	Support Specialist, Academic Affairs
Andrea Burgess	Preschool Aide, Little School
Brittney Curry	Custodian, Facilities Services
George Huntley	Groundskeeper, Facilities Services
Jeffrey Jackson	Mailroom Clerk, Facilities Services
Kalisha Keith	Program Support Specialist 2
David McKenna	Police Officer
Mike Muhlhauser	Evening/Weekend Circulation Supervisor, Library
Janetta Shankle	Administrative Assistant I, Natural Sciences
Freddie Simpson	Mailroom Clerk, Facilities Services
* JoAnn Svedas	Program Support Specialist, Institute of Public Safety
Patricia Woodall	Executive Assistant, Office for Finance
Odessa Wright	Custodian, Facilities Services

Promotion

Renee Williams	Program Support Specialist 2, Financial Aid
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* Grant funded

Board Action(s) Requested:

Approval

Action: Approved. See item 3.1 (402.672).

CONSENT

District Board of Trustees
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Agenda Item: 3.4

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

Leave of Absence

420.139, 05-06

Juan Gomez-Canseco, full-time tenured faculty member in the Humanities and Foreign Languages Department, has requested a leave of absence from August 22, 2006, through August 17, 2007. This request is supported by the Chair and the Interim Vice President of Academic Affairs.

Board Action(s) Requested:

Approval

Action: Approved. See item 3.1 (402.672).

CONSENT

District Board of Trustees
February 21, 2006

Agenda Item: 3.5

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

Scholarships for Disadvantaged Nursing Students – Grant

409.577, 05-06

The purpose of this project is to provide scholarship funds for minority and disadvantaged students in the Nursing program. Program participants will be nursing students who have demonstrated a commitment to pursuing a career in the health professions field. Grant funds may be used for tuition, books, supplies, and related expenses for an estimated three to five students.

The amount of funds requested from the U.S. Department of Health and Human Services, Bureau of Health Professions, is \$4,049, with no matching funds from Santa Fe Community College.

Duration of this project is July 1, 2006, through June 30, 2007.

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.

Board Action(s) Requested:

Approval

Action: Approved. See item 3.1 (402.672).

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

Report of Purchases for January 2006

202.533, 05-06

Below are the total amounts and a summary of purchases for the month of January 2006.

Purchasing	\$775,201.60
Risk Management Consortium	<u>128,762.75</u>
Total	<u>\$903,964.35</u>

<u>P.O. No.</u>	<u>Amount</u>	<u>Procurement</u>	<u>Vendor</u>	<u>Class of Item-Department</u>
Y10623 (Fund 7)	\$283,435.00	Contract	PPI Construction Management	Mechanical Upgrades for Buildings A, B, K, and L General Renovation/Remodel

Risk Management Consortium

Y10290 (Fund 6)	\$ 73,694.00	Exempt	Gallagher Bassett	18-Month Audit Risk Management Consortium
Y10493 (Fund 6)	\$ 55,068.75	Exempt	Health Ink & Vitality	Vitality Magazine Subscription Risk Management Consortium
	<u>\$412,197.75</u>			

Purchases \$0 - \$25,000.00

Number of purchase orders: 442

Amount: \$424,459.60

Number of contracts awarded by the Board of Trustees: 1

Amount: \$ 67,307.00

Board Action(s) Requested:

Approval of report

Discussion: Ms. Rochelle Prince, Chief Financial Officer and Associate Vice President for Finance, reviewed item 4.1. Trustee Weingart abstained from voting on item 4.1, citing his affiliation with the firm of PPI Construction Management, Inc. He filed the conflict of interest form, 8B, as appropriate.

Action: Motion to approve: McRae

Second: Jackson

Vote: Bradley - yes, Jackson - yes, Mallini - yes, McRae - yes, Weingart - abstained, Womack - yes.

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

Fund 1 (Current Unrestricted) Revenue and Expenditure Report as of January 31, 2006
201.597, 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 January 31, 2006.

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	40,918,930	67.18	38,995,818	67.49
Expenditures	30,122,799	48.01	29,178,674	50.29

Board Action(s) Requested:

Approval of report

Ms. Rochelle Prince, Chief Financial Officer and Associate Vice President for Finance, reviewed items 4.2 through 4.9

Action: Motion to approve items 4.2 through 4.9: McRae

Second: Weingart

Vote: Bradley - yes, Jackson - yes, Mallini - yes, McRae - yes, Weingart - yes, Womack - yes.

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

Warrants Issued for January 2006

208.428, 05-06

A listing of all checks issued from January 1 through January 31, 2006, is available at this meeting for the board's information. The amount disbursed for the month was \$13,204,829.28.

Warrant Numbers

Manual Payroll	None
Manual Payables	None
Payables	440282 - 450201
Payroll	608995 - 609360

Electronic Transfers

29192 - 31425

Board Action(s) Requested:

Approval

Action: Approved. See item 4.2 (201.597).

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

Colonel Harry M. Hatcher, Jr., Property Survey 06-05

200.699, 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 determined by email 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 No Salvageable Parts	3	\$ 6,962.11	1	\$ 8,333.00	\$ 8,333.00	\$0.00
Surplus Property	25	\$77,454.09	3	\$18,325.00	\$18,325.00	\$0.00
TOTAL	<u>28</u>	<u>\$84,416.20</u>	<u>4</u>	<u>\$26,658.00</u>	<u>\$26,658.00</u>	<u>\$0.00</u>

Notes

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.

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 4.2 (201.597).

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

Report of Investments, Quarter Ending December 31, 2005

201.598, 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 December 2005	3.46%
Interest earnings, quarter	\$12,974
Interest earnings, fiscal year to date	\$31,171

Demand deposits are maintained in the board's operating funds account with SunTrust Bank. Daily collected balances earn interest at the weekly average federal funds effective rate plus 20 basis points.

Average weekly rate, week ending December 31, 2005	4.36%
Interest earnings, quarter	\$19,576
Interest earnings, fiscal year to date	\$19,576

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 December 31, 2005	4.23%
Interest earnings, quarter	\$ 53,250
Interest earnings, fiscal year to date	\$111,935

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 December 31, 2005	4.24%
Interest earnings, quarter	\$46,262
Interest earnings, fiscal year to date	\$96,209

Long-term investments are managed through the investment advisory agreement with Wachovia Bank National Association. 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 three years.

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

Average life	1.64 years
Yield-to-maturity at cost	3.55%
Earnings, quarter	\$61,205
Earnings, current year to date	\$85,610

Interest Earnings Comparison:

Total interest earnings fiscal year to date 2005/2006	\$344,501
Total interest earnings fiscal year to date 2004/2005	\$266,765

Board Action(s) Requested:

Approval of report

Action: Approved. See item 4.2 (201.597).

District Board of Trustees
February 21, 2006

Agenda Item: 4.6

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

Addendum to Florida Community Colleges Risk Management Consortium Agreement for Professional/Technical Services to Designate Reserve 209.122, 05-06

The college's existing fiscal agency agreement with the Florida Community Colleges Risk Management Consortium contains language specifying a reserve of consortium funds required by an insurance carrier. The carrier requires that the reserve amount be increased by a formal addendum to the agreement between the college and the consortium. Consortium funds are more than adequate to cover the required reserve. No college funds are involved.

Board Action(s) Requested:

Approval of agreement

Action: Approved. See item 4.2 (201.597).

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

Revision of Long-Term Investment Policy Statement with Wachovia Bank, NA

209.120, 05-06

The college authorizes the manager of its Long-Term Institutional Investment Management Agreement with Wachovia Bank, NA to invest in assets pursuant to the college's investment policy.

College staff recently met with the investment manager from Evergreen Investments division of Wachovia Bank to review the long-term investment policy in effect and the outcomes due to this policy. One change was recommended at this meeting: to move from the overall portfolio rating of AAA to AA. This change provides more flexibility in investment options and a greater allocation to corporate bonds is possible, which will enhance the overall yield of the portfolio.

This recommendation is made in keeping with the assessed risk tolerances of the college and does not result in any significant increase in risk or changes in the liquidity of the investment portfolio.

Board Action Requested:

Approval to make change outlined above to the college's investment policy statement

Action: Approved. See item 4.2 (201.597).

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

Revision of Long-Term Investment Policy Statement with Wachovia Bank, NA, for the Florida Community Colleges Risk Management Consortium 209.121, 05-06

As fiscal agent for the Florida Community Colleges Risk Management Consortium, the college maintains the long-term investment portfolio for the consortium. At the Florida Community Colleges Risk Management Council meeting held January 12, 2006, approval was given to make one change to the investment policy. It was recommended that the investment policy allow the move from the overall portfolio rating of AAA to AA. This change provides more flexibility in investment options and a greater allocation to corporate bonds is possible, which will enhance the overall yield of the portfolio.

This recommendation is made in keeping with the assessed risk tolerances of the Florida Community College Risk Management Consortium and does not result in any significant increase in risk or changes in the liquidity of the investment portfolio.

Board Action(s) Requested

Approval to make change outlined above to Investment Policy Statement

Action: Approved. See item 4.2 (201.597).

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

Permission to Execute Contracts for Manual Food Service, Third Bay

209.123, 05-06

On November 7, 2005, a Request for Proposal (RFP) for manual food services (for the third bay) was issued. One proposal was received and was publicly opened on December 16, 2005. An evaluation committee of 13 people (representing career service, faculty, staff, and students, as well as academic and non-academic areas of the college) reviewed the proposal for consideration.

One vendor response was received as follows:

- Juniors Restaurant

Currently, campus food service operations are moving toward the food court arrangement in order to provide more diverse offerings and enhance potential auxiliary revenues as well. This was a focused (local area) RFP for the third bay to satisfy the food choices not represented in the responses from the first RFP, for example, traditional breakfast items and grill items.

The evaluation committee recommends the following:

1. Award manual food service (third bay) contract for a period of five years with one five-year renewal option to Juniors Restaurant.
2. Do not award manual food service for the building K location, but seek other food type options, i.e. coffee bar, smoothies, for a long-term contract. In addition, negotiate a short-term contract for the 2006 summer term with Juniors Restaurant.

The board is requested to authorize Chief Financial Officer Rochelle Prince and General Counsel Patti Locascio to complete contract negotiations with the above-referenced vendor.

Board Action(s) Requested:

1. **Approval for board chair to execute contracts with the above-referenced vendor for Santa Fe Community College following negotiations by staff listed above without further review by the board.**
2. **Authorization for college staff to re-solicit proposals if for any reason the negotiations cannot be completed with selected proposer as listed above.**

Action: Approved. See item 4.2 (201.597).

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

Dr. Philip Benjamin Matching Grant Program for Community Colleges

400.780, 05-06

Santa Fe Community College Endowment Corporation is submitting an application for matching funds from the Dr. Philip Benjamin Matching Grant Program for the 2006-2007 budget request.

The Santa Fe Community College Endowment Corporation certifies a total of \$974,284 in private contributions received from February 1, 2005, through February 1, 2006, and requests a total of \$794,302 in matching funds from the State Board of Education.

The matching ratio for donations that are specifically designated to support scholarships, student loans, or need-based grants will be funded with \$1 of state matching funds to \$1 of local private funds. The matching funds requested by the Santa Fe Community College Endowment Corporation will be used for scholarships in various Associate of Science and Associate of Art degree programs and Certificate of Training programs at Santa Fe Community College, as previously approved. The Endowment Corporation certifies that it has on deposit \$434,337 as of February 1, 2005, in private contributions for scholarship programs. Some of these funds will be added to permanently endowed scholarships.

A total of approximately 225 new and additional students will benefit annually in perpetuity from the scholarship programs affected by these contributions and matching funds.

Funds designated for uses other than scholarships, such as equipment fund programs and professional development programs, will be funded with \$4 in state matching funds for every \$6 received in private contributions. These matching funds will be used for professional development and equipment fund programs at Santa Fe Community College, as previously approved by the Board of Trustees. The Endowment Corporation certifies that it has on deposit \$539,947 in private contributions as of February 1, 2006, for equipment and professional development. Some of these funds will benefit approximately 2,500 students in a typical year from the endowed equipment fund programs and some will be added to the professional development fund providing for the advancement and enhancement of faculty and staff at Santa Fe Community College.

Operating budget impact statement: None

Board Action 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: Motion to approve items 5.1 through 5.3: Jackson

Second: McRae

Vote: Bradley - yes, Jackson - yes, Mallini - yes, McRae - yes, Weingart - yes, Womack - yes.

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

Deletion of Courses Not Taught in the Last Five Years

400.781, 05-06

The following courses have not been taught in the last five years and have been purged from the Statewide Course Numbering System catalog inventory for Santa Fe Community College. These courses have also been deleted from Santa Fe's in-house catalog inventory. With these deletions, the college remains in compliance with Rule 6A-10.0331, Florida Administrative Code, for the 2005-2006 academic year.

<u>Course Number</u>	<u>Title</u>
DEP2302	PSYCHOLOGY OF ADOLESCENCE
DEP2402	ADULT DEVELOPMENT
ISS1010	SOCIAL SCIENCES
LIT1330	CHILDREN'S LITERATURE
MTB1253	TECHNICAL MATHEMATICS 3
MTB1256	TECHNICAL MATHEMATICS 4
ORI2000	ORAL INTERPRETATION OF LITERATURE
PHH2403	SURVEY OF MODERN PHILOSOPHY
PHY1020	CONCEPTUAL PHYSICS
REE2041	REAL ESTATE PRINCIPLES 2
SLS1304	CAREER PLANNING SEMINAR
WOH2023	MODERN WORLD HISTORY TO 1815
WOH2033	MODERN WORLD HISTORY FROM 1815

Board Action(s) Requested:

Approval

Action: Approved. See item 5.1 (400.780).

College Goal: Workforce Development - Provide student-centered workforce programs in collaboration with local employers and economic development agencies.

Amendment to PC Shop Fee Schedule

200.700, 05-06

The Board of Trustees approved user fees and fines at its May 20, 2003, board meeting. The college requests that the board approve additions to the "Santa Fe PC Shop Prices" by adding "Virus cleanup and Malware scanner installation" and "Certification Vouchers." "Virus cleanup and Malware scanner installation" removes destructive software from customer computers and installs scanners to avoid these programs from returning to the computer. "Certification vouchers" will provide Santa Fe Community College students with the opportunity to obtain discounted vouchers for certification testing.

Board Action(s) Requested:

Approval

Action: Approved. See item 5.1 (400.780).

College Goal: Student Affairs - Provide research-based learner-centered program of services that supports access and student engagement from matriculation to goal attainment.

Amendment to Rule 7.30: Student Activities

410.386, 05-06

The use of the terminology "Student Leadership and Activities Budget Committee" has become a source of confusion. Initially, the vast majority of activities and programs funded by student activity and service fees were within the Student Leadership and Activities (SLA) realm. Now the activity and service fees are used for a significant number of things that are not SLA, such as the Student Health Care Center, student legal services, study abroad program, Office for Community Service, etc. The term "Activity and Service Fees Budget Committee" is a more accurate reflection of the focus of this committee. No procedural or policy changes are needed. The primary proposed changes are the committee's name and the associated terminology. The rule also has been modified to reflect a committee meeting schedule will be publicly posted by the Director for Student Life.

Board Action(s) Requested:

Approval

Action: Motion to approve: Jackson

Second: McRae

Vote: Bradley - yes, Jackson - yes, Mallini - yes, McRae - yes, Weingart - yes, Womack - yes.

District Board of Trustees
February 21, 2006

Agenda Item: 7.1

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

Agreement with North Florida Health Care Associates, LLC, dba North Florida Rehabilitation and Specialty Care - Nursing 408.1548, 05-06

This agreement provides for selected students enrolled in the college's nursing programs the opportunity to continue to participate in clinical learning experiences at this facility.

Board Action(s) Requested:

Approval

Action: Motion to approve items 7.1 through 7.8: McRae

Second: Weingart

Vote: Bradley - yes, Jackson - yes, Mallini - yes, McRae - yes, Weingart - yes, Womack - yes.

District Board of Trustees
February 21, 2006

Agenda Item: 7.2

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

Agreement for Exchange of Confidential Information with IBM - Information Technology Services
408.1549, 05-06

This agreement with IBM will allow for college officials, including the Associate Vice President for Information Technology Services and the Manager for Systems Operations, to discuss and exchange confidential information with IBM concerning new mainframe technology. The supplement clarifies that Florida law, including the Sunshine Law, governs the agreement.

Board Action(s) Requested:

Approval

Action: Approved. See item 7.1 (408.1548).

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

Florida's First River: A Cultural History of the St. Johns -- Grant

409.1578, 05-06

The purpose of this project is to develop a multi-disciplinary cultural history project utilizing a collection of artifacts, paintings, folk art, literacy works, and memorabilia to create an innovative traveling exhibition that tells the story of the St. Johns River and how it has shaped the history of Floridians for the past 10,000 years. The Floridian's First River exhibit will travel to venues throughout Florida. A large-format illustrated book, a CD, K-12 educational materials, and postsecondary curriculum materials will also be produced as part of the project.

This project is in collaboration with the Cummer Museum of Art and Gardens, the St. Johns River Alliance, the University of Florida, and the Artists Alliance of North Florida. The audience for this project is broad-based and includes all of the residents of the St. Johns basin and the surrounding area – an area encompassing a 300-mile swath parallel to Florida's east coast and inland as far as 75 miles and north into Georgia. Grant funds will be used for project team member expenses, consultation with scholars/advisors, consultant fees to complete the field work and to curate and design the exhibits, honorarium for authors, travel, photo purchase and use fees, exhibition fabrication, and printing costs.

The amount of funds requested from the National Endowment for the Humanities is \$229,209, with an in-kind match of \$10,339 from Santa Fe Community College. An additional \$113,000 is being contributed by community resources. This is year one of a three-year project.

Duration of this project is October 1, 2006, through September 30, 2007.

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 7.1 (408.1548).

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

Title III Eligibility -- Grant

409.1579, 05-06

Santa Fe Community College is requesting permission to apply for designation as a Title III eligible institution to participate in the 2006 fiscal year funding competition. A major benefit of obtaining the Title III eligibility designation is that it will permit the college to waive certain non-federal share requirements of the College Work-Study and Federal Supplemental Education Opportunity Grant programs authorized by Title IV of the Higher Education Act.

Operating budget impact: The college will have to allocate and budget approximately \$184,276 in matching funds for Title IV **IF** a waiver is not obtained. Currently, the college does not spend this money nor budget these funds because it has been consistently successful in obtaining a waiver from the Department of Education.

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 7.1 (408.1548).

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

Santa Fe Community College Nursing Programs Expansion Initiative Grant - SUCCEED, Florida! for 2006
409.1580, 05-06

The purpose of this project is to expand enrollment in the Associate of Science Degree in Nursing (ADN) and the Licensed Practical Nursing (LPN) programs. Grant funds will be used to build capacity by increasing the Master of Science in Nursing prepared faculty in these nursing programs, and by providing state-of-the-art equipment for nursing labs in the health sciences annex scheduled for completion in August 2006. The project will sustain 24 additional enrollments each year after grant funding. A total of 54 additional students will be enrolled by fall 2007. Both new students admitted as part of the expansion and currently enrolled students (245) will benefit from the new laboratories.

The amount of funds requested from the Florida Department of Education, Division of Community Colleges and Workforce Education, is \$607,540, with no matching funds from Santa Fe Community College.

Duration of this project is July 1, 2006, through June 30, 2007.

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 7.1 (408.1548).

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

Life Sciences Jobs for Florida's Future Grant - SUCCEED, Florida! for 2006

409.1581, 05-06

The purpose of this project is to expand capacity in the Life Sciences program utilizing proven recruitment strategies to include two additional programs, Respiratory Care and Surgical Technology. The project will also include development of an additional web-based course and a bio training certificate program for individuals with appropriate bachelors or associates degrees. The project will include expanded access to internship sites and a career ladder for Respiratory Care using the Tech Prep Institute of Health Professions and the local hospitals. Expanded curriculum development within all programs will enhance student access to new equipment and technology essential to the Life Sciences industries and will align the curriculum to the industry needs. Project staff will work with community partners to increase enrollment, retention, and graduation of rural and disadvantaged populations in Life Sciences programs. This project will enroll 29 additional students. A total of 221 students will benefit each year.

The amount of funds requested from the Florida Department of Education, Division of Community Colleges and Workforce Education, is \$248,495, with no matching funds from Santa Fe Community College.

Duration of this project is July 1, 2006, through June 30, 2007.

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 7.1 (408.1548).

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

SUCCEED, Florida Teaching Grant for 2006

409.1582, 05-06

The purpose of this project is to enhance the current Succeed Florida Teaching Grant by increasing the number of highly qualified, K-12, workforce-ready teachers in high-need subject areas and specialization, with an emphasis on reading, math, and science. This project will assist community members in joining the teaching workforce. SFCC's Educator Preparation Institute will provide transferable credit instruction leading to the certificate of completion. Graduating students will be well prepared to take the General Knowledge Test, Professional Education Test, and where appropriate, Subject Matter Knowledge Test. Approximately 100 students will benefit annually from this project.

The amount of funds requested from the Florida Department of Education, Division of Community Colleges and Workforce Education, is \$143,965, with no matching funds from Santa Fe Community College.

Duration of this project is July 1, 2006, through June 30, 2007.

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 7.1 (408.1548).

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

Mid-Florida College Reach-Out Consortium Grant - Thomas H. Maren Foundation

409.1583, 05-06

The purpose of this project is to enhance the College Reach-Out Program which strengthens the educational motivation and preparation of economically and educationally disadvantaged students in grades 6-12. The project will provide a four-week summer college experience for eligible 6th, 7th and 8th graders. Additionally, the 9th graders will participate in a one-week residential component at the University of Florida. The project will also provide parent information sessions, after school homework club, orientation programs, career counseling, cultural field trips, student mentoring, and guest speakers. SFCC will be in a consortium with the University of Florida and Central Florida Community College. SFCC will serve a minimum of 240 students.

The amount of funds requested from the Thomas H. Maren Foundation is \$20,000, with no matching funds from Santa Fe Community College

Duration of this project is September 1, 2005, through August 31, 2007.

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 7.1 (408.1548).

Endowment Corporation Liaison Update

Trustee Bradley noted the year 2005 was the biggest year ever for the SFCC Endowment Corporation. They have over \$30 million in assets and have received over \$4 million in gifts. President Sasser added that Endowment has also had received over \$900,000 in matching funds.

Board Members' Remarks

Trustee Womack mentioned that the Santa Fe Dancers will perform Saturday night in Starke, and she was looking forward to the performance.