

**The District Board of Trustees  
Santa Fe Community College, Florida  
Agenda for Board Meeting of April 18, 2006, at 4 p.m.  
Andrews Center, Starke, Florida**

**Adoption of Agenda**

**Agenda Item: 1.1**  
418.446, 05-06

1. General Functions
  - 1.1 Adoption of Agenda for Meeting of April 18, 2006
  - 1.2 Approval of Board Meeting Minutes of March 21, 2006
  
2. Information Items
  - 2.1 President's Report
  - 2.2 Standardized Clinical Facilities Use Agreements with:  
John B. Vairo, DMD, and Jason R. Mounts, DMD - Dental Assisting and Hygiene  
Willow Walk Family Dentistry - Cynthia Haug, DMD - Dental Assisting and Hygiene
  - 2.3 Amendment to Rule 7.14: Board of Trustees Scholarships
  
3. Consent Items
  - Personnel
    - 3.1 Contract Staff (Faculty)
    - 3.2 Contract Staff (Administrative and Professional)
    - 3.3 Community and Continuing Workforce Education Contract Staff
    - 3.4 Career Service Staff
  
  - Contracts, Grants
    - 3.5 Memorandum of Understanding with the State Attorney for Treatment of Misdemeanor Crimes
    - 3.6 Renewal of Testing Procedures for the University of Florida Online Business Programs – Warrington College of Business
    - 3.7 Carl D. Perkins, Tech Prep Education Grant Roll Forward Funds, 2005-06
    - 3.8 Perkins Postsecondary 132 Grant Roll Forward Funds, 2005-06
    - 3.9 Displaced Homemaker Program Grant: Focus on the Future
      - 3.10 Santa Fe Community College/Department of Children and Families Child Care Training -- Grant
  
4. Finance/Business Affairs Items
  - 4.1 Report of Purchases for March 2006
  - 4.2 Fund 1 (Current Unrestricted) Revenue and Expenditure Report as of March 31, 2006
  - 4.3 Warrants Issued for March 2006

- 4.4 Colonel Harry M. Hatcher, Jr., Property Survey 06-07
- 4.5 Budget Amendment #1, 2005-2006 Unexpended Plant Fund (Fund 7)
- 4.6 Acceptance of Donations 06-02
- 4.7 Participation Agreement for American Express Card® Acceptance
5. General Institutional Items
  - 5.1 Approval of Expenditure of Dr. Philip Benjamin Matching Grant Program Funds – Health Related Programs
  - 5.2 Approval of Expenditure of Dr. Philip Benjamin Matching Grant Program Funds – Automotive Program
  - 5.3 Summer Flex Schedule Proposal
6. Contracts/Grants
  - 6.1 Addendum to the Master Clinical Education Agreement with Shands Teaching Hospital and Clinics, Inc. – Health Information Management
  - 6.2 Pharmacy Technology (ATD and AAS) Articulation Agreement with Lake City Community College
7. Endowment Corporation Liaison Update
8. Board Members' Remarks
9. Citizen's Requests
10. Adjournment

**Board Action(s) Requested:**

**Approval**

Action: Motion to approve: Davis

Second: Weingart

Vote: Brashear - yes, Davis - yes, Mallini - yes, McRae - yes, Weingart - yes, Womack - yes.

---

Approval of Board Meeting Minutes of March 21, 2006

401.438, 05-06

---

The minutes of the regular meeting of the District Board of Trustees of Santa Fe Community College held March 21, 2006, are presented for approval.

**Board Action(s) Requested:**

**Approval**

Action: Motion to approve: Womack

Second: Davis

Vote: Brashear - yes, Davis - yes, Mallini - yes, McRae - yes, Weingart - yes, Womack - yes.

---

President's Report

Information Item

---

Dr. Sasser thanked Ms. Cheryl Canova and her staff for hosting today's meeting. Also, he reminded everyone that there were home-grown Bradford County strawberries and thanked Cheryl for his assistance with providing them.

President Sasser recognized Mr. Mike Hutley, President of FACC; Ms. Anederia Williams, Career Service Chair; Mr. Alan Rezaei, Student Government President; and Carole Marquis, College Senate President.

The president mentioned that Trustee McRae will represent the board at the flag pole dedication on June 14 at 7 p.m. Mr. Jeremy Clements, past president of the SFCC Collegiate Veterans Society, added that they have raised over \$42,000 for the memorial. Trustee Womack added that there was a strong interest and support for this special project.

President Sasser introduced Dr. Abe Palace, Executive Director of Academy of Allied Health programs at Lake City Community College.

Dr. Sasser mentioned that the board retreat is scheduled for May 19 in Cedar Key starting at noon and concluding with dinner.

The president asked the board to look at their calendars for the possibility of changing the Tuesday, June 20, board meeting to Wednesday, June 21. He explained to the board that this would allow him to attend an Institute for Community College Development meeting in which he is a board member.

The president added that the SFCC Lady Saints softball team is still number two in the nation.

Dr. Sasser called on Professor Stuart McRae to share with the board his study abroad trip to Peru. Mr. McRae stated that he has been teaching for over thirty-four years and shared his philosophy "learn everything you possibly can and have as much fun as possible while you are learning it." He then introduced two of his students, Mr. Josh Crosby and Ms. Anne Laffey who are non-traditional students. They both had an opportunity to share with the board their experiences in Peru and what it meant to them to have the opportunity to have a study abroad program at Santa Fe.

Trustees received the *Vitality Magazine*, an invitation for the 2006 Graphic Design Student Showcase, and an invitation to SFCC awards night.

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

---

Standardized Clinical Facilities Use Agreements with:	Information Item
John B. Vairo, DMD, and Jason R. Mounts, DMD - Dental Assisting and Hygiene	408.1553, 05-06
Willow Walk Family Dentistry - Cynthia Haug, DMD - Dental Assisting and Hygiene	408.1554, 05-06

---

The board has authorized the Vice President for Academic Affairs to execute on behalf of the board standardized form clinical facilities agreements without further action by the board. Such agreements have been executed with John B. Vairo, DMD, and Jason R. Mounts, DMD, and Willow Walk Family Dentistry - Cynthia Haug, DMD, for students enrolled in the SFCC Dental Assisting and Hygiene program.

***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 7.14: Board of Trustees Scholarships

Information Item  
410.388, 05-06

---

The proposed changes to Rule 7.14 are to update administrative titles, standardize scholarship terminology, and expand the authority of the Vice President of Student Affairs to grant exceptions to the rule when warranted. The revision would also bring attendance requirements for the College Achievement Scholarship in line with other scholarships by requiring these students to attend Santa Fe at least half time during the summer term instead of full time. It also places Student Government Officers Scholarships under Activities and Athletics Scholarships.

Discussion: Dr. Portia Taylor, Vice President Student Affairs, reviewed with the board the changes to Rule 7:14 – Board of Trustees Scholarships. She noted the changes included updating administrative titles, clarifying scholarship terminology, and expanded authority to the Vice President of Student Affairs to grant exceptions to the rule when warranted. She also pointed out a revision to the summer attendance requirements for students participating in the College Achievement Program scholarship.

## CONSENT

District Board of Trustees  
April 18, 2006

Agenda Item: 3.1

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

---

Contract Staff (Faculty)

402.677, 05-06

---

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

**Appointment  
Part Time**

Scott Anderson  
Katrina Fort  
Teri Jones  
Cheri Reyes

**Board Action(s) Requested:**

**Approval**

Action: Motion to approve consent items 3.1 through 3.10: McRae

Second: Brashear

Vote: Brashear - yes, Davis - yes, Mallini - yes, McRae - yes, Weingart - yes, Womack - yes.

## CONSENT

District Board of Trustees  
April 18, 2006

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)

411.277, 05-06

---

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

Name

Position

**Part Time**

Matthew Forester  
Nesic Nemanja  
Donna Reid

Writing Lab Specialist  
Information Technology Services Specialist  
EGI FCAT Specialist

**Board Action(s) Requested:**

**Approval**

Action: Approved. See item 3.1 (402.677).



## CONSENT

District Board of Trustees  
April 18, 2006

Agenda Item: 3.3

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

---

Community and Continuing Workforce Education Contract Staff

404.364, 05-06

---

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

<u>Name</u>	<u>Position</u>
<b>Community Education</b>	
Debra Abbenante	Pampered Pets
Ann Aldrich	PC Fundamentals II
Sandra Angelou	Yoga for Relaxation
Zaire Ankeney	Creative Furniture Painting
James Atyeo	Photography
Sheila Baker	American Sign Language
Shenna Benarte	Moon Astrology
Sidney Bertisch	Yoga
Gary Bone	Clay-Wheel Throwing
Alex Braddy	French
Edmund Brown	Using Solar Energy
Lawrence Caldara	Fix-it Yourself
Katarina Campagnola	Astrology for Beginners
Ernest Campbell	Oigong for Everyone
Paul Campbell	Tai Chi Chuan
Lidia Cedeno	Spanish for Beginners
Lawrence Christian	Living Trusts, Estate Planning
Sharron Conners	Handwriting Analysis
Rosemary Copeland	Quilting 101
Christopher Curry	Homeowner Landscape Design
Melissa Curry	One Stroke Decorative Art
Douglas Davies	Energy Options for North Florida
Angelica Diaz	Modern Dance
Stephen Dixon	Golf I and II
Dietrich Dohrmann	Jewelry Construction
Scott Dombeck	Junior Golf; Golf for Seniors
Maruja Duenas	Spanish I - Part II
Akemi Dukes	Sushi Anyone?
Jennifer Duncan	SAT/ACT Math Review
Kristine Dunn	PC Fundamentals I
Kathryn Ellis	ESL: Listening and Speaking
Tina Elmore	Henna (Mehndi) Tattooing
Elizabeth Eng	Baby Name Workshop
Janet Foster	Microsoft Word for Seniors

Community Education, cont.

<u>Name</u>	<u>Position</u>
Brian Fox	PC Fundamentals I for Seniors
Judith Funk	Gocco Print Workshop
Janice Gelatt	Calligraphy
Mary Glazer	The Determined Gardener
Charles Gold	Chess
Edna Gomez	Internet/World Wide Web
Malinda Grosz	Golf; Golf for Women
Denise Guerin	Cuong Nhu Karate
James Hearn	Bridge I and II
Alan Heck	Scuba Diving
Marc Henri	Fundamentals of Cooking
Sara Hinds	Glass Beadmaking
Elizabeth Hodges	Acrylic Painting
Karin Holloran	Phytotherapy and Aromatherapy
Tom Ivines	Automotive Service Technology
Eric Johnson	Chocolate Creations
JoLaine Jones-Pokorney	Overcoming Exercise Resistance
Monika Kaczmarek	ESL: Listening and Speaking II
Julian Kazimier	Guitar I and II
Erin Kelley	A Good Date is Hard to Find
Barbara Kerkoff	Tai Chi for Elders
Sandra Larkins	Not Just Country Line Dancing
Leon Larson	Hand Drumming I and II
Alison LeBaron	Oil Painting
Lloyd LeZotte	Photography and Fieldtrip
Robert Lightner	Fencing I
Ellen Lord	Western Line Dancing
Susan MacMaster	Crime Prevention Awareness
Marjorie Malerk	Belly Dancing
Ruth Mansell	Creating a Beautiful Home
Gloria Mayberry	Homeowner Landscape Design
Marion Mayer	Explore the American Civil War
Maria Minno	Home-Made Remedies
Delores Mitchell	Assert Yourself
Helda Montero	Backpacking for Women
Douglas Morin	Bonsai
Giovanella Moscovici	Italian I and II
Monica Mulhern	Yoga for Relaxation
Connie Myrick	PC Fundamentals I for Seniors
Diana Nagy	Living Well with Fibromyalgia
Andrew Nichols	Mastering Your Dreams
Clara Nordstedt	Scrapbooking
Joyce Orr	Posture Flow Yoga
Carolina Ortiz-Umpierre	Pet Accupuncture and More
Emelyn Palm	Painting Exploration

Community Education, cont.

<u>Name</u>	<u>Position</u>
Jody Peeling	Fundamental Algebra
Susan Perko	Gentle Yoga
Joanne Platte	Mixed Media Painting
Fidelis Poncher	Quilting for Busy People
Betty Reineke	One Stroke Decorative Art
Linda Richards	Paper: Organizing Tips
Marybeth Rinzler	Quilting - Foundation Fish!
Marguerite Romeis	Psychic Connections
Kimberly Rovanseck	Modern Dance
Sandy Sanders	Music Appreciation
Sara Schaffer	Critical Thinking
Leah Sherer	Catering 101
Janos Shoemyen	Creative Writing Workshop
Halbert Smith	Italian III - Conversation
George Sternfels	Wine Tasting
Willy Thelosen	Palmetto Frond Weaving
Janet Todd	Spanish II
Maria Underhill	Spanish for Beginners
Nilka Valenzuela	Beginning Spanish for Kids
Geoffrey Warnock	PC Fundamentals I and II
Diana White	Beginning Oil Painting
Clint Wilson	Small Arc Welding
Jimmy Yawn	Digital Camera I, II and III
Joyce Yurchisin	Healthy Eating for Teens

**Continuing Education**

Shirley Bloodworth	Continuing Education Specialist
Vanessa Haywood	Continuing Education Specialist
Glenda Henderson	Continuing Education Specialist
Sharon Misura	Continuing Education Specialist
Alejandro Romero	Continuing Education Specialist
Josephine Staten	Continuing Education Specialist

**Board Action(s) Requested:**

**Approval**

Action: Approved. See item 3.1 (402.677).

## CONSENT

District Board of Trustees  
April 18, 2006

Agenda Item: 3.4

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

---

Career Service Staff

403.445, 05-06

---

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

Name

Position

Appointment

Dawn Deutsch  
Alison Kear

Office Assistant II, Health Sciences Administration  
Program Support Specialist 1, Financial Aid Office

Promotion

Charles Fort, Jr.

Assistant Facilities Manager, Facilities Services

**Board Action(s) Requested:**

**Approval**

Action: Approved. See item 3.1 (402.677).

## CONSENT

District Board of Trustees  
April 18, 2006

Agenda Item: 3.5

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

---

Memorandum of Understanding with the State Attorney for Treatment of Misdemeanor Crimes  
408.1555, 05-06

---

This is renewal of the memorandum of understanding with the State Attorney's Office. It is the same agreement as the one currently in effect and has a term of two years. It provides for alternative disposition and referral of minor crimes committed by Santa Fe students by handling them through SFCC's student judicial process instead of formal charges being sent to the State Attorney for prosecution.

**Board Action(s) Requested:**

**Approval**

Action: Approved. See item 3.1 (402.677).

## CONSENT

District Board of Trustees  
April 18, 2006

Agenda Item: 3.6

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

---

Renewal of Testing Procedures for the University of Florida Online Business Programs - Warrington College of Business

408.1556, 05-06

---

This renewal agreement allows Santa Fe Community College Assessment Center to provide testing administration services to the University of Florida online undergraduate business program. There are no substantial changes to the agreement. The university will pay Santa Fe \$225-\$300 per course. The term of the agreement is April 18, 2006, through April 19, 2007.

**Board Action(s) Requested:**

**Approval**

Action: Approved. See item 3.1 (402.677).

## CONSENT

District Board of Trustees  
April 18, 2006

Agenda Item: 3.7

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

---

Carl D. Perkins, Tech Prep Education Grant Roll Forward Funds 2005-06

409.1584, 05-06

---

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

The amount of funds requested from the State of Florida, Department of Education, Division of Workforce Development, is \$11,690, with no matching funds from Santa Fe Community College.

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

Operating budget impact: None

**Board Action(s) Requested:**

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

Action: Approved. See item 3.1 (402.677).

## CONSENT

District Board of Trustees  
April 18, 2006

Agenda Item: 3.8

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

---

Perkins Postsecondary 132 Grant Roll Forward Funds, 2005-06

409.1585, 05-06

---

The purpose of this project is to enhance the original project serving career and technical students. Grant funds will provide for purchase of additional educational materials and supplies and equipment for programmatic and instructional purposes for career and technical programs. The Postsecondary 132 Roll Forward allocation for Bradford County School District is included and enhances their original project through purchased services. Approximately 3,500 students are currently being served by this project.

The amount of funds requested from the State of Florida, Department of Education, Division of Workforce Development, is \$56,714, with no matching funds from Santa Fe Community College.

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

Operating budget impact: None

**Board Action(s) Requested:**

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

Action: Approved. See item 3.1 (402.677).



## CONSENT

District Board of Trustees  
April 18, 2006

Agenda Item: 3.9

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

---

Displaced Homemaker Program Grant: Focus on the Future

409.1586, 05-06

---

The purpose of this project is to provide services to women over 35 years of age who have lost financial support and have been unable to secure adequate employment in Alachua and surrounding counties. Services will be provided through classes and workshops on the following topics: job counseling designed for a person entering the job market after a number of years as a homemaker, job training and placement including employability skills and basic computer skills, financial management, outreach and information, and educational exploration. This comprehensive program is designed to assist the individual toward independence and economic security. This is a performance-based contract with funding based on enrollment, program completion, and job placement. Approximately 150 individuals will be served. This is year one of a three-year project.

The amount of funds requested from the Florida Department of Education, Agency for Workforce Innovation, is \$160,000, with an in-kind match of \$26,241 and a cash match of \$20,839 from Santa Fe Community College.

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

Operating budget impact: Cash match from existing college budget

**Board Action(s) Requested:**

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

Action: Approved. See item 3.1 (402.677).

## CONSENT

District Board of Trustees  
April 18, 2006

Agenda Item: 3.10

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

---

Santa Fe Community College/Department of Children and Families Child Care Training -- Grant  
409.1587, 05-06

---

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

The amount of funds requested from the State of Florida, Department of Children and Families-District III, is \$137,660, with an in-kind match of \$24,079 from Santa Fe Community College.

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

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

**Board Action(s) Requested:**

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

Action: Approved. See item 3.1 (402.677).

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

Report of Purchases for March 2006

202.535, 05-06

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

Purchasing	\$615,063.93
Risk Management Consortium	<u>0.00</u>
<b>Total</b>	<b><u>\$615,063.93</u></b>

<u>P.O. No.</u>	<u>Amount</u>	<u>Procurement</u>	<u>Vendor</u>	<u>Class of Item-Department</u>
Y11297 (Fund 7)	\$102,550.00	Contract	PPI Construction Management	Planetarium Prep Work for Dome and Projector Science Lab
Y11311 (Fund 1)	\$ 31,991.34	Sole Source	Laerdal Medical Corp.	Patient Simulator Emergency Medical Degree
Y11413 (Fund 1)	\$ 40,741.00	Exempt	Agilysys, Inc.	Server Consolidation and Replacement Information Technology
	<u>\$175,282.34</u>			

Purchases \$0 - \$25,000.00

Number of purchase orders: 343

Amount: \$409,266.01

Number of contracts awarded by the Board of Trustees: 1

Amount: \$ 30,515.58

**Board Action(s) Requested:**

**Approval of report**

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

Action: Motion to approve item 4.1: Womack

Second: Brashear

Vote: Brashear - yes, Davis - 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 March 31, 2006

201.600, 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 March 31, 2006.

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

	<b>2005-2006</b>		<b>2004-2005</b>	
	<u>Dollar Amount</u>	<u>Percent of Budget</u>	<u>Dollar Amount</u>	<u>Percent of Total Year</u>
Revenue	48,697,945	79.95	45,397,427	78.57
Expenditures	40,017,269	63.77	38,579,065	66.49

**Board Action(s) Requested:**

**Approval of report**

Discussion: Ms. Rochelle Prince, Chief Financial Officer and Associate Vice President Finance, reviewed items 4.2 through 4.7.

Action: Motion to approve items 4.2 through 4.7: Brashear

Second: McRae

Vote: Brashear - yes, Davis - yes, Mallini - yes, McRae - yes, Weingart - yes, Womack - yes.

District Board of Trustees  
April 18, 2006

Agenda Item: 4.3

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

---

Warrants Issued for March 2006

208.430, 05-06

---

A listing of all checks issued from March 1 through March 31, 2006, is available at this meeting for the board's information. The amount disbursed for the month was \$6,589,667.69.

Warrant Numbers

Manual Payroll	None
Manual Payables	None
Payables	453219 - 455351
Payroll	609923 - 610347

Electronic Transfers

34180-37048

**Board Action(s) Requested:**

**Approval**

Action: Approved. See item 4.2 (201.600).

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

Colonel Harry M. Hatcher Jr., Property Survey 06-07 200.702, 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 March 23, 2006, 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
Stolen Property	2	\$ 7,887.00	0	\$0.00	\$0.00	\$0.00
Worn-Out Equipment with No Salvageable Parts	5	\$ 13,047.91	0	\$0.00	\$0.00	\$0.00
Surplus Property	4	\$ 5,525.00	0	\$0.00	\$0.00	\$0.00
Transfers	232	\$335,803.31	0	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b><u>243</u></b>	<b><u>\$362,263.22</u></b>	<b><u>0</u></b>	<b><u>\$0.00</u></b>	<b><u>\$0.00</u></b>	<b><u>\$0.00</u></b>

**Notes**

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

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.

Transfers are faculty/staff computers replaced through the PC replacement plan that are to be transferred to Alachua and Bradford County schools, sold, or scrapped

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 (201.600).

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

---

Budget Amendment #1, 2005-2006 Unexpended Plant Fund (Fund 7)

201.601, 05-06

---

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

The first amendment to the Fund 7 (Unexpended Plant Fund) Budget is submitted for approval. Approval is requested in order to budget unallocated capital improvement fee revenue (\$73,000) for the completion of the remodeling of the science lab planetarium.

Funding Source Descriptions

*PECO (Public Education Capital Outlay):* The primary source of funding for construction, remodeling, renovation, and repair of college facilities and for site acquisition. This source of funds comes from state-issued bonds backed by utilities services taxes.

*CO and DS (Capital Outlay and Debt Service):* Another source of funding for construction or remodeling of college educational facilities. These funds are provided directly to the college from an allocation of license tag fees. The board may elect to expend the funds directly or participate in a state bond issue backed by these funds.

*CIF (Capital Improvement Fee):* These funds are collected from student fees (currently \$3 per credit hour for residents and \$9 for non-residents) to be used to maintain, improve, or enhance the educational facilities.

*Other Local:* All other sources of funding for designated purposes.

**Board Action(s) Requested:**

**Approval of budget amendment**

Action: Approved. See item 4.2 (201.600).



District Board of Trustees  
April 18, 2006

Agenda Item: 4.6

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

---

Acceptance of Donations 06-02

200.703, 05-06

---

The University of Florida College of Dentistry has donated the following item to the college's Dental program:

<u>Item</u>	<u>Unit Value</u>	<u>Total Value</u>
One A-Dec Dental Chair with Unit (Age: 16 years; Condition: Good)	\$2,000.00	\$2,000.00

**Board Action(s) Requested:**

**Approval**

Action: Approved. See item 4.2 (201.600).

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

---

Participation Agreement for American Express Card® Acceptance

209.124, 05-06

---

The Division of Treasury, Department of Financial Services, negotiated a standard contract with American Express Company that Santa Fe Community College can participate in to accept American Express cards for payment. The terms of the Master Agreement are in effect from January 1, 2004, through December 31, 2006, with the option for three additional one-year period renewals. The discount rate for accepting the card is 2.15% and is fixed for the duration of the agreement including subsequent renewals.

The college currently accepts Visa and MasterCard and would like to participate in this program to begin accepting American Express card. Our recent negotiated relationship with our merchant service provider, Compass Bank, includes the processing of American Express card payments.

**Board Action(s) Requested:**

**Approval to execute Exhibit A to participate in the State of Florida Agreement for American Express Card Acceptance**

Action: Approved. See item 4.2 (201.600).

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

---

Approval of Expenditure of Dr. Philip Benjamin Matching Grant Program Funds –  
Health Related Programs

400.782, 05-06

---

The Santa Fe Community College Endowment Corporation requests permission to expend a total of \$15,162.34 from the Dr. Philip Benjamin Matching Grant Program funds for the benefit of the Santa Fe Community College Health Related programs. Attached is a list of equipment and rationale for these purchases. Approximately 230 students will benefit from the purchase of this equipment. This equipment will assist the health related students as they initially learn, review, and prepare to enter the community clinical health care agencies.

**Board Action(s) Requested:**

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

Action: Motion to approve items 5.1 and 5.2: Davis

Second: Weingart

Vote: Brashear - yes, Davis - yes, Mallini - yes, McRae - yes, Weingart - yes, Womack - yes.

District Board of Trustees  
April 18, 2006

Agenda Item: 5.2

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

---

Approval of Expenditure of Dr. Philip Benjamin Matching Grant Program Funds – Automotive Program

---

The Santa Fe Community College Endowment Corporation requests permission to expend a total of \$19,463.79 from the Dr. Philip Benjamin Matching Grant Program funds to purchase technical equipment to train students in the Associate in Applied Science degree program and the certificate program. Attached is a list of equipment and rationale for these purchases. Approximately 80 students in the Automotive Technology degree program will benefit from the purchase of this equipment, which also can be used for industry update and continuing education courses. The board is asked to approve the equipment list and grant permission to expend these funds.

**Board Action(s) Requested:**

**Approval of the equipment list and the expenditure of Dr. Philip Benjamin Matching Grant Program funds**

Action: Approved. See item 5.1 (400.782).

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

---

Summer Flex Schedule Proposal

400.784, 05-06

---

A proposal for optional flex scheduling from June 5 through August 11, 2006, has come forward from college staff. The proposal has been reviewed and endorsed by the President's Expanded Cabinet, pending board approval, with the following caveats:

1. There are two work plan options available:

Monday through Friday with one day off per week	7:30 am - 6:00 pm
Monday through Friday	8:00 am - 4:30 pm
2. It applies only to 12-month employees.
3. Supervisors may require employees to return to the regular workweek if this option is not serving students and the college in a favorable manner.

**Board Action(s) Requested:**

**Approval**

Action: Motion to approve: Davis

Second: Weingart

Vote: Brashear - yes, Davis - yes, Mallini - yes, McRae - yes, Weingart - yes, Womack - yes.

District Board of Trustees  
April 18, 2006

Agenda Item: 6.1

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

---

Addendum to the Master Clinical Education Agreement with Shands Teaching Hospital and Clinics, Inc. – Health Information Management

408.1557, 05-06

---

This addendum to the Master Clinical Education Agreement with Shands Teaching Hospital and Clinics, Inc. eliminates the requirement for Health Information Management students to provide proof of a general health screening and/or physical exam in connection with their clinical experience.

**Board Action(s) Requested:**

**Approval**

Action: Motion to approve items 6.1 and 6.2: Davis

Second: Womack

Vote: Brashear - yes, Davis - yes, Mallini - yes, McRae - yes, Weingart - yes, Womack - yes.

District Board of Trustees  
April 18, 2006

Agenda Item: 6.2

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

---

Pharmacy Technology (ATD and AAS) Articulation Agreement with Lake City Community College  
408.1558, 05-06

---

This agreement with Lake City Community College will facilitate articulation, acceleration, and efficient use of faculty, equipment, and facilities in order to provide students with an opportunity to earn the Pharmacy Technician ATD or Pharmacy Technician Management AAS degree.

**Board Action(s) Requested:**

**Approval**

Action: Approved. See item 6.1 (408.1557).

---

Endowment Corporation Liaison Update

---

In Trustee Bradley's absence, Mr. Harvey Sharron, Vice President Endowment, gave today's report. He noted that the Blount general classroom building at the Blount Center has been completed and is in full use. The Endowment Corporation has begun a relationship with the Florida Youth Challenge Academy located at Camp Blanding. He added that the Youth Challenge is a volunteer program sponsored by the Florida National Guard for at-risk teenagers between 16-18 years old. With the donation of \$100,000 and \$100,000 in matching funds, the scholarship will enable up to eight students to attend the Watson Center in Keystone Heights beginning in August 2006. Also, he invited everyone to attend the grand opening of the Watson Center classrooms and science laboratory building on April 29 at 11 a.m. in Keystone Heights.



---

Board Members' Remarks

---

Trustee McRae asked if Dr. Abe Palace, Executive Director Academy of Allied Health Programs at Lake City Community College (LCCC), would discuss the Pharmacy Technician articulation agreement with Lake City Community College. Dr. Palace wanted to thank the board, Ms. Fran Holm, Dr. Paul Hutchins, and Ms. Sheila Baker for their hard work on this agreement. He added that this is a great opportunity for Santa Fe students to earn a degree in Pharmacy Technician ATD or Pharmacy Technician Management AAS. Students would take their general course classes here and on-line. They would travel to Lake City Community College one day a week during the spring term for a specialized lab and intern during the summer with a local pharmacy. Trustee Weingart asked about the level of interest from our students. Dr. Palace replied the response was good from our students along with LCCC students. Also, he noted that LCCC students would have the opportunity to take classes and earn their degree through a similar agreement with the SFCC Respiratory Care program.

---

Citizen's Requests

423.18, 05-06

---

Mr. Alan Rezaei noted this was his last board meeting and wanted the board to know that it was an honor for him to serve as Student Government President. He thanked everyone for the experience and the great education.

Mr. Daryl Johnston commented that he and his staff were looking forward to hosting the board for the May 16 meeting at the Institute of Public Safety. He added that at 3 p.m. they would offer a tour and an opportunity for anyone to visit the firing range. Dr. Sasser asked Mr. Johnston to give an update on what Santa Fe has done to prepare for the avian flu. Mr. Johnston replied that he has been working closely with Alachua County Health Director Mr. Tom Belcoure, the University of Florida, and the School Board of Alachua County to have an emergency plan in place to respond to a pandemic. He added that in this instance, the college would follow closely the current crisis management program. If everything goes as planned, the college should have phase I of the model developed within three months.