

The District Board of Trustees
Santa Fe Community College, Florida
Agenda for Board Meeting of July 18, 2006, at 4 p.m.
Watson Center, Keystone Heights, Florida

Adoption of Agenda

Agenda Item: 1.1
418.449, 06-07

1. General Functions
 - 1.1 Adoption of Agenda for Meeting of July 18, 2006
 - 1.2 Organization of the Board for 2006-2007
 - 1.3 Approval of Board Meeting Minutes of June 21, 2006

2. Information Items
 - 2.1 President's Report
 - 2.2 Standardized Clinical Facilities Use Agreement with Anne M. Pomeranz, D.M.D. - Dental
 - 2.3 Amendment to Rule 6.8: Motor Vehicle Traffic and Parking Control

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 Florida Educational Fund, Center of Excellence -- Grant

4. Facilities Items
 - 4.1 Approval of Annual Capital Improvement Plan

5. Finance/Business Affairs Items
 - 5.1 Report of Purchases for June 2006
 - 5.2 Fund 1 (Current Unrestricted) Revenue and Expenditure Report as of June 30, 2006
 - 5.3 Warrants Issued for June 2006
 - 5.4 Colonel Harry M. Hatcher, Jr., Property Survey 07-01
 - 5.5 Budget Amendment #1, 2006-2007 Operating Budget, Current Unrestricted (Fund 1)
 - 5.6 Agreement with Sallie Mae Business Office Solutions
 - 5.7 Finance Agreement with IBM Global Financing for Purchase of IBM Mainframe and Storage System
 - 5.8 Bonding of Capital Improvement Fees

6. General Institutional Items
 - 6.1 Emergency Contract Authority
 - 6.2 Credit and Post Secondary Adult Vocational Lab Fee Schedule for 2006-2007
 - 6.3 College Catalog for 2006-2007
 - 6.4 Continuing and Community Education EnRich! Brochure for Fall A 2006
7. Rules
 - 7.1 Deletion of Rules:
 - Rule 3.5: Career Service Positions
 - Rule 3.8: Substitute Instructors
 - Rule 3.10: Workweek: Teaching Faculty
 - Rule 3.11: Workweek: Career Service Employees
 - Rule 3.15: Temporary Employment: Filling Vacancies
 - Rule 3.16: Supplemental Payments
 - Rule 3.17: Overtime and Compensatory Time
 - Rule 3.19: Temporary Duty Assignments
 - Rule 3.32: Evaluation: Administrative and Professional Staff
 - 7.2 Amendment to Rule 7.14: Board of Trustees Scholarships
8. Contracts/Grants
 - 8.1 Affiliation Agreement with Florida Gulf Coast University - Internship in Criminal Justice
 - 8.2 Agreement with TIAA CREF - Human Resources
 - 8.3 Adoption Agreement with BENCOR - Human Resources
 - 8.4 SUCCEED Florida Teaching -- Grant
9. Endowment Corporation Liaison Update
10. Board Members' Remarks
11. Citizen's Requests
12. Adjournment

Board Action(s) Requested:

Approval

Discussion: President Sasser requested that item 5.7 Finance Agreement with IBM Global Financing for Purchase of IBM Mainframe and Storage System be deleted from the agenda for good cause.

Action: Motion to amend the agenda with the deletion of item 5.7: Womack
Second: Brashear
Vote: Bradley - absent at time of vote, Brashear - yes, Davis - yes, Jackson - Yes, Mallini - yes, McRae - yes, Weingart - yes, Womack - yes.

Organization of the Board for 2006-2007

416.99, 06-07

Trustee McRae, serving as the nominating committee for the organization of the board for 2006-2007, recommended Mr. James A. Davis, Jr., to serve as chair and Mr. Winston J. Bradley to serve as vice chair. Dr. Sasser thanked Trustee Mallini for his leadership as chair of the board and presented him with a framed aerial photo of his lake home as appreciation of his service as chair.

Board Action(s) Requested:

Approval

Action: Motion to approve: McRae

Second: Jackson

Vote: Bradley - absent at time of vote, Brashear - yes, Davis - yes, Jackson - Yes, Mallini - yes, McRae - yes, Weingart - yes, Womack - yes.

Approval of Board Meeting Minutes of June 21, 2006

401.441, 06-07

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

Board Action(s) Requested:

Approval

Action: Motion to approve: McRae

Second: Weingart

Vote: Bradley - absent at time of vote, Brashear - yes, Davis - yes, Jackson - Yes, Mallini - yes, McRae - yes, Weingart - yes, Womack - yes.

President's Report

Information Item

Dr. Sasser thanked Mr. Bob Wolfson and his staff for hosting today's board meeting.

President Sasser recognized Ms. Anedria Williams, Career Service Chair, and Mr. Mike Hutley, President of FACC. Mr. Matt Barker, Student Government President, and Ms. Carole Marquis, College Senate President; were unable to attend.

Dr. Sasser mentioned that last evening he, Trustee Mallini, Mr. Harvey Sharron, and Mr. Dexter O'Steen presented the proposed Alachua Center to the City of Alachua Commission. The project passed with a 5-0 vote and the city guaranteed \$1.05 million for site preparation.

President Sasser thanked Mr. Jim Atyeo for assisting with the photo that was presented to Trustee Mallini.

Ms. Anastasia Albanese-O'Neill, Director of Marketing, gave a brief overview on how the Marketing Department will be promoting the 40th anniversary of the college this fall. She added the theme will be "Celebrating Your Community's College" and the marquee events will be planned events such as the premiere of Dancing in Freedom's Shoes, the opening of the Health Sciences Annex, the SFCC Spring Arts Festival, convocation, and many others.

Dr. Sasser noted that Mr. Buz Bireline, Associate Professor, Zoo, will be making his final presentation tomorrow regarding the SFCC Zoo's partnership with Kanapaha Botanical Gardens for the Enhancing Nature Tourism grant.

President Sasser presented Ms. Robin Edwards with the 2006 Prudential Financial Davis Productivity Award for the SFCC Educator Preparation Institute. Dr. Sasser added that 12 students will graduate from this program this summer. Students in the program include a retired physician, architect, and a student from the Displaced Homemaker program.

Mr. Jeremy Clements, past president of SFCC Collegiate Veteran Society, and current president Mr. Andrew Hill presented Dr. Sasser with a framed certificate of declaration for the support given to the Veteran's Memorial Flag Pole.

Dr. Sasser reminded the board that there will be no August meeting and preparation is already underway for Convocation on Tuesday, August 22, at 10:30 a.m., in the college gymnasium.

Trustees received the *Vitality Magazine*.

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

Standardized Clinical Facilities Use Agreement with Ann M. Pomeranz, D.M.D.

408.1579, 06-07
Information Item

The board has authorized its chair to execute on behalf of the board standardized form clinical facilities agreements without further action by the board. Such an agreement has been executed with Ann M. Pomeranz, D.M.D., for students enrolled in the SFCC Dental programs.

Discussion: Dr. Sasser reviewed the information items with the board and noted that item 2.3 was a change in Rule 6.8: Motor Vehicle Traffic and Parking Control. The main purpose of the proposed change is security for everyone on campus. Students, staff, and faculty would be required to display a college parking decal, with only students being charged for the decal. Board members expressed concern about parts of the rule and Mr. Daryl Johnston, Chief of Police, said he would research them. President Sasser added that the plan is to implement the decals by the start of the spring term.

Amendment to Rule 6.8: Motor Vehicle Traffic and Parking Control

410.393, 06-07
Information Item

Changes to Rule 6.8 provide updates to the rule and provide for the implementation of a required parking decal for students Monday through Friday from 7:30 to 4:30 for all campuses. The students will be charged for their decal. An online system will be used to collect student and vehicle information, issue student parking decals, handle appeals, and process payments for fines.

First year costs of the decal/parking system (based on 7,500 decals) are estimated to be \$107,000 and second year costs approximate \$68,000. The first year costs include the web page development, decal layout, training, hardware, online transaction fees, and software for hand held parking citation computers. The rule also provides for an increase in all general parking fines from \$15 to \$25 dollars. Faculty and staff will not be charged for a parking decal.

The decal system will allow for real time retrieval of student information to locate students in case of an emergency with their vehicle and for proper assignment of responsibility for illegal parking. The rule also provides for parking meters on campus.

Any revenue obtained may be used to support parking enforcement and parking and/or security improvements on any or all of the campuses.

The rule provides language for the Vice President of Student Affairs to manage student appeals and the Vice President for Administration to manage staff and faculty appeals.

CONSENT

District Board of Trustees
July 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)

402.680, 06-07

The individuals listed below are being recommended for appointment for 2006-2007, or a portion of 2005-2006, as stated in the individual employee's contract.

Appointment

Part Time

David Butscher
Cynthia Markoch

Board Action(s) Requested:

Approval

Action: Motion to approve consent items 3.1 through 3.5: McRae
Second: Jackson
Vote: Bradley - yes, Brashear - yes, Davis - yes, Jackson - Yes, Mallini - yes, McRae - yes,
Weingart - yes, Womack - yes.

CONSENT

District Board of Trustees
July 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)

411.280, 06-07

The individuals listed below are being recommended for appointment, or promotion for 2006-2007, or a portion of 2005-2006, as stated in the individual employee's contract.

Technical/Professional

Name

Position

Appointment

Full Time

* Margaret Donald <i>B.A., University of Miami</i>	Community Education Specialist
Harry Tholen <i>10 plus years of experience</i>	Fitness Center Manager

Part Time

* Marjorie Alexander	Work Exploration Specialist
* Jennifer Amano	Critical Thinking Lab Specialist
* Kimberly Baker	Test Proctor Specialist
Carol Barber	Professional Designer Specialist
* Joan Campbell	Test Proctor Specialist
* Matthew Chasteen	ITCT Grant Specialist
* Tamela Craig	Test Proctor Specialist
* Melinda Crain	College Reach Out Program Specialist
Julie Crucian	Staff Accompanist Specialist
* Heather Doles	Test Proctor Specialist
Taylor Drew	Life Model Specialist
* Heather Faison	Test Proctor Specialist
Lydia Floyd	Life Model Specialist
* Valerie Freeman	College Reach Out Program Specialist
* Corinne Greenberg	Test Proctor Specialist
* Vivian Haynes	Upward Bound Program Specialist
* Bresean Jenkins	College Reach Out Program Specialist
* Susan Kulmacz	Test Proctor Specialist
Charles Lesch	Dental Program Equipment Specialist
* Andrea Lybrand	Test Proctor Specialist
Annette Merritt	Student Services Specialist
* Deborah Nicholson	Education Specialist
* Mary Oliver-Marney	Test Proctor Specialist
* Doris Raven	College Reach Out Program

Technical/Professional, Part Time, cont.

<u>Name</u>	<u>Position</u>
Elizabeth Reynolds	Lighting Technician Specialist
* William Robinson	ITCT Grant Specialist
* Raymond Rummel	College Reach Out Program Specialist
* Deborah Sanchez	Test Proctor Specialist
Sarah Shine	Life Model Specialist
* Sara Sill	Test Proctor Specialist
June Simring	Life Model Specialist
* Dina Vouis	Test Proctor Specialist
* Jahmel Weary	Center for Excellence Specialist
* Helen Wofford	Tutoring Specialist
* Grant funded	

Board Action(s) Requested:

Approval

Action: Approved. See item 3.1 (402.680).

CONSENT

District Board of Trustees
July 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

404.365, 06-07

The individuals listed below are being recommended for appointment for 2006-2007, or a portion of 2005-2006, as stated in the individual employee's contract.

Community Education

<u>Name</u>	<u>Position</u>
Stephen Akridge	PC Fundamentals
Ann Aldrich	PC Fundamentals II
James Atyeo	Photography: 35 mm and Digital
Tara Bolker	English Country Dance
Gary Bone	Raku Pottery
Erica Briggs	Soulspeak Treasures
Richard Crenshaw	Practical Self-Defense
Chris Curry	Shade Gardening
Stephen Dixon	Golf
Scott Dombek	Golf
Jennifer Duncan	GRE Math Review
Kathryn Ellis	ESL for Beginners
Elizabeth Eng	Baby Name Workshop
Janet Foster	PC Fundamentals for Seniors
Brian Fox	PC Fundamentals for Seniors
Mary Glazer	Gardening in North Central Florida
Charles Gold	Parent/Child Chess Challenge!
Susan Gornto	Yoga for Round Bodies
Malinda Grosz	Golf for Women
James Hearn	Bridge
Alan Heck	Scuba Diving
Cynthia Kachik	PC Fundamentals
Monika Kaczmarek	ESL – Level II
Erin Kelley	Soderholm, A Good Date is Hard to Find
Barbara Kerkhoff	Tai Chi, Yoga and Meditation
Sandra Larkins	Country and Cool Line Dancing
Alison LeBaron	Oil Painting
Melissa Lemond	Jazz Dance
Lloyd LeZotte	Camera on Wheels
Marjorie Malerk	Belly Dancing
Delores Mitchell	Assert Yourself
Peggy Nolan Lamb	Ballet for Beginners
Jody Peeling	Elementary Algebra Review

Community Education, cont.

<u>Name</u>	<u>Position</u>
Melanie Phillpot	Brave New Dog Owner
Joanne Platte	ESL – Accent Modification
Terri L. Regotti	Therapy for the Artist’s Soul
Betty Reineke	One Stroke Decorative Art
Linda Richards	How to Organize with ADD and CD
Leah Sherer	Catering 101
Janos Shoemyen	Creative Writing Workshop
Halbert Smith	Italian III – Conversation
Janet Todd	Spanish for Beginners
Nilka Valenzuela	Beginning Spanish for Kids
Diana White	Beginning Oil Painting
Jimmy Yawn	Digital Camera I, II, and III
Thomas Allison	Biology Bliss
Taven Bennett	FCAT Writing
Geoff Bramlett	Better Middle School Student
Sheri Butler	Publish It with Publisher
Evelyn Chiang	Maniacal Dance
Diameshia Hill	American Government
Tarah Jacobs	Zoo It!
Julie Keith	Shutter Bug
Sonja Lebo	Sign Language
Stacy Long	Creative Writing
Joel Pickering	History Through Movies
Joanne Platte	The Story of Me
Candice Shores	Basic First Aid and Safety
Karen Stewart	Environmental Explorers
Michael Stillwell	Ab’re-ke-dad’re
Zachary Taylor	Drama Club
Nilka Yazedjian	French
Stephen Akridge	Windows Movie Maker
Tammy Barber	Family Feud
Joyce Cooley	Save a Life
Sarah Crawford	Scrap It!
Sheryl Dixon	Arts and Crafts
Oletta Hardenbrook	Life on the Kitchen Tral
Jacqueline Harris	Espanol Para Todos!
James Love	Leather Working
Linda Richer	Veterinary Internship
Lindsey Sheffield	Sports and Fitness
Eric Verunac	Science Rulz

Board Action(s) Requested:

Approval

Action: Approved. See item 3.1 (402.680).

CONSENT

**District Board of Trustees
July 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

403.447, 06-07

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

Name

Position

Appointment

Felicia Cruce

Custodian, Facilities Services

Promotion

George Huntley

Senior Maintenance Technician, Facilities Services

Board Action(s) Requested:

Approval

Action: Approved. See item 3.1 (402.680).

CONSENT

**District Board of Trustees
July 18, 2006**

Agenda Item: 3.5

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

Florida Educational Fund, Center of Excellence -- Grant

409.1609, 06-07

The mission of the Florida Education Fund has been implemented through a number of related programs intended to provide access and create diversity programs which relate to education. The Center of Excellence mission includes: 1) assuming a more proactive stance in the education of youth; 2) employing the development of a group achievement module for African American elementary and secondary students; and 3) increasing the pool of African American and other historically disadvantaged minority students who are prepared, motivated, and qualified to enter higher education. The Center of Excellence will support three chapters and reach an estimated 400 students. Chapters for the achievers have been established in Gainesville, Alachua/High Springs, and Hawthorne. Grant funds are used to provide after-school tutoring, Brain Bowl competition, and other activities designed to address motivation, education, and cultural needs of students.

The amount of funds requested from the State of Florida is \$26,000, 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 3.1 (402.680).

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

Approval of Annual Capital Improvement Plan

412.999, 06-07

Attached is the Capital Improvement Plan (CIP-2 Summary) for the college. This is the legislative funding request for 2007-2008 PECO funds that covers proposed renovation, remodeling, and new construction for the next five years. The CIP is based on the most recent plant survey for the college. It is requested that the board approve this plan for submission to the Division of Community Colleges in Tallahassee.

Board Action(s) Requested:

Approval of Capital Improvement Plan

Discussion: Mr. Bill Reese, Associate Vice President, Facilities Services, explained that the annual capital improvement plan (CIP) is the legislative funding request for 2007-2008 PECO funds that will cover proposed renovation, remodeling, and new construction for the next five years. He explained that the CIP is based on the most recent educational plant survey for the college. Trustee McRae asked if this was the actual document that was submitted. Mr. Reese replied that the document is a summary of a detailed 60-page report that is sent to the state. Trustee Weingart asked for the correlation of items 3 and 4 on the new construction projects page regarding the performing arts center. Mr. Reese replied that items 3 and 4 are the individual recommendations in the plant survey and that bond revenues are needed to complete the facility. Trustee Weingart then asked does each project have to be on the CIP to get matching funds. Mr. Reese replied yes and that each project must be supported by an educational plant survey. President Sasser thanked Mr. Reese for his management on all facilities projects.

Action: Motion to approve: Womack

Second: Weingart

Vote: Bradley - yes, Brashear - yes, Davis - 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.

Report of Purchases for June 2006

202.538, 06-07

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

Purchasing	\$946,854.32
Risk Management Consortium	<u>0.00</u>
Total	<u>\$946,854.32</u>

<u>P.O. No.</u>	<u>Amount</u>	<u>Procurement</u>	<u>Vendor</u>	<u>Class of Item-Department</u>
Y12887 (Fund 7)	\$ 543,553.00	Contract	PPI Construction Management	Renovation Cafeteria Renovation/Remodel
Y12908 (Fund 7)	\$ 129,998.41	Contract	Audio Visual Innovations	A/V Equipment – Building W Technology Infrastructure
Y12927 (Fund 2)	\$ 46,200.00	Sole Source	Laerdal Medical	Patient Simulator Rural North Florida Healthcare Alliance
Y12956 (Fund 3)	\$ 67,381.08	Contract	OEC Business Interiors	Furniture – Cafeteria Cafeteria Renovations
	<u>\$ 787,132.49</u>			

Purchases \$0 - \$25,000.00

Number of purchase orders: 86

Amount: \$159,421.83

Number of contracts awarded by the Board of Trustees: 1

Amount: \$ 300.00

Board Action(s) Requested:

Approval of report

Discussion: Ms. Ginger Gibson, Comptroller, reviewed item 5.1. Trustee Weingart abstained from voting on item 5.1 citing his affiliation with the firm of PPI Construction Management. He filed the conflict of interest form, 8B, as appropriate.

Action: Motion to approve: Mallini

Second: McRae

Vote: Bradley - yes, Brashear - yes, Davis - 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 June 30, 2006

201.607, 06-07

Closing for the fiscal year ending June 30, 2006, will be completed on August 15, 2006. The attached Fund 1 (Current Unrestricted) Revenue and Expenditure Budget Report is PRELIMINARY and does not reflect all of the accounting activity for the 12-month period. The Annual Financial Report for fiscal year 2005-2006 will be presented at the September board meeting.

Board Action(s) Requested:

Approval of report

Discussion: Ms. Ginger Gibson, Comptroller, reviewed items 5.2 through 5.8 with the deletion of item 5.7. Under item 5.6, Trustee Jackson asked what the timeline was for repaying the loan if the student selected the tuition pay plan. Ms. Gibson replied that 50% of the fee was due at the time of enrolling in the plan then the remaining two to four payments would be based on a timeline that was still being determined, but that it would be up to 8 weeks after the 50% payment was received. She added that there is a flat fee of either \$40 or \$45 with no interest to the students for using this method of paying tuition. Trustee Bradley asked how long has Sallie Mae been in business. Mr. Sharron, Vice President Development, explained that Sallie May began as a government entity in 1965 and has evolved into a private company.

Action: Motion to approve items 5.2 through 5.8: Brashear

Second: Womack

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

District Board of Trustees
July 18, 2006

Agenda Item: 5.3

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

Warrants Issued for June 2006

208.433, 06-07

A listing of all checks issued from June 1 through June 30, 2006, is available at this meeting for the board's information. The amount disbursed for the month was \$ 8,589,116.63.

Warrant Numbers

Manual Payroll	None
Manual Payables	None
Payables	461384 - 464239
Payroll	611113 - 611414

Electronic Transfers

42668 - 45158

Board Action(s) Requested:

Approval

Action: Approved. See item 5.2 (201.607).

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

Colonel Harry M. Hatcher, Jr., Property Survey 07-01

200.708, 06-07

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 June 20, 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
Found/Reclassified	2	(\$ 3,691.38)
Missing	5	8,776.07
Worn-Out Equipment with Salvageable Parts	23	49,725.62
Worn-Out Equipment with No Salvageable Parts	4	7,901.00
Surplus Property	1	1,316.00
Transfers	122	165,335.23
TOTAL	<u>157</u>	<u>\$233,053.92</u>

Number of Items	Original Cost or Value Items > \$5,000 to be Removed from Inventory and Financial Records	Depreciation of Items > \$5,000	Total Book Value Items to be Removed from Inventory and/or Financial Records
0	\$ 0.00	\$ 0.00	\$0.00
0	0.00	0.00	\$0.00
0	0.00	0.00	\$0.00
0	0.00	0.00	\$0.00
3	29,204.62	29,204.62	\$0.00
0	0.00	0.00	\$0.00
<u>3</u>	<u>\$29,204.62</u>	<u>\$29,204.62</u>	<u>\$0.00</u>

Notes

Found/Reclassified items were reported as stolen or not found/missing during a prior inventory year, but were found during the current year's inventory. The items dispositions will be changed to reflect the correct disposition methods that will be used to dispose of them. (The disposition for the laptop will be changed from missing to scrapped, and the disposition for the computer will be changed from stolen to being transferred to the SBAC.)

Missing Property are items that were not found during the inventory process. They have been investigated by the SFCC Police Department and have not been located.

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.

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

Board Action(s) Requested:

Approval of survey

Action: Approved. See item 5.2 (201.607).

District Board of Trustees
July 18, 2006

Agenda Item: 5.5

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

Budget Amendment #1, 2006-2007 Operating Budget, Current Unrestricted (Fund 1)

201.608, 06-07

The first amendment to the Fund 1 (Current Unrestricted) Operating Budget is submitted for approval. Approval is requested in order to incorporate the estimated budget required to pay obligations carried forward from 2005-2006, budget reserve carried forward for ancillary departments, and reclassify library book budget from capital to current due to an expense change in the state accounting manual.

Board Action(s) Requested:

Approval

Action: Approved. See item 5.2 (201.607).

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

Agreement with Sallie Mae Business Office Solutions

209.129, 06-07

Over the past year college staff has looked for ways to increase services for students, while maintaining the same, or even lower, costs associated with offering the services. College staff has identified three services that either advance current technology or offer unique service options that the college recommends implementing in the next fiscal year.

The three services identified are as follows:

- Allow student payments made via the Web payment system to be processed using ACH transactions (checking or savings account debit, a.k.a. Echeck) as an alternative to a credit card transaction.
- Create a student disbursement module that allows remittance of student refunds, loans, financial aid, etc. to students via ACH transaction as an alternative to paper check payments.
- Offer a tuition installment plan that guarantees payment to the college and at the same time allows students the opportunity to pay their tuition over an extended period of time.

The agreement with Sallie Mae Business Office Solutions, a division of Sallie Mae, Inc., will allow the college to implement these three services.

Board Action(s) Requested:

Approval

Action: Approved. See item 5.2 (201.607).

DELETED

**District Board of Trustees
July 18, 2006**

Agenda Item: 5.7

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

Finance Agreement with IBM Global Financing for Purchase of IBM Mainframe and Storage System 209.130, 06-07

This contract with IBM Global Financing is for financing the purchase of an IBM mainframe computer and storage system. Terms of the agreement are:

<u>Item Description</u>	<u>Amount Financed</u>	<u>Interest Rate</u>	<u>Period (Months)</u>	<u>Amount Paid</u>
IBM DS6800 Storage System	\$ 156,028	3.39	36	\$ 164,316
IBM System Z9 Mainframe	\$ 290,000	4.54	36	\$ 310,745
IBM Hardware Maintenance	\$ 86,441	4.15	36	\$ 92,083
Total	\$ 532,469			\$ 567,144

Board Action(s) Requested:

Approval

District Board of Trustees
July 18, 2006

Agenda Item: 5.8

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

Bonding of Capital Improvement Fees

201.609, 06-07

The 2005 Florida Legislature passed revenue bonding authority of the Capital Improvement Fee for capital projects which are included on the Capital Improvement Plan. The bonding authority is \$14,700,000, which is identified as funding for the Performing Arts Building. The bond repayment term is 20 years.

Board Action(s) Requested:

Approval to Bond Capital Improvement Fees and execute Bond Resolution

Action: Approved. See item 5.2 (201.607).

College Goal: Delivery Alternatives - Assess student needs and outcomes and create innovative and flexible learning opportunities.

Emergency Contract Authority

408.1578, 06-07

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 July meeting and the September meeting, which actions if delayed until the September 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 September 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

Action: Motion to approve items 6.1 through 6.4: McRae

Second: Jackson

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

District Board of Trustees
July 18, 2006

Agenda Item: 6.2

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

Credit and Post Secondary Adult Vocational Lab Fee Schedule for 2006-2007

301.108, 06-07

The attached credit and postsecondary adult vocational lab fee schedule is to be effective for the 2006-2007 academic year, beginning fall term 2006.

Board Action(s) Requested:

Approval

Action: Approved. See item 6.1 (408.1578).

District Board of Trustees
July 18, 2006

Agenda Item: 6.3

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

College Catalog for 2006-2007

400.490, 06-07

The College Catalog for 2006-2007 is now available.

Board Action(s) Requested:

Approval

Action: Approved. See item 6.1 (408.1578).

College Goal: Delivery Alternatives - Assess student needs and outcomes and create innovative and flexible learning opportunities.

Continuing and Community Education EnRich! Brochure for Fall A 2006

415.112, 06-07

As required by State Board of Education regulations, the schedule of Community Education and the Center for Business EnRich! courses for fall A 2006 term is presented for board information and approval. Term dates are August 26 through October 6, 2006, with registration beginning August 9 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. Changes, additions, and deletions will occur in the online schedule.

Board Action(s) Requested:

Approval

Action: Approved. See item 6.1 (408.1578).

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

Deletion of Rules: 410.394, 06-07

- Rule 3.5: Career Service Positions
- Rule 3.8: Substitute Instructors
- Rule 3.10: Workweek: Teaching Faculty
- Rule 3.11: Workweek: Career Service Employees
- Rule 3.15: Temporary Employment: Filling Vacancies
- Rule 3.16: Supplemental Payments
- Rule 3.17: Overtime and Compensatory Time
- Rule 3.19: Temporary Duty Assignments
- Rule 3.32: Evaluation: Administrative and Professional Staff

The rules listed above are being deleted from the college Rules Manual because the topics are covered in existing rules and the salary schedule.

Board Action(s) Requested:

Approval

Action: Motion to approve items 7.1 and 7.2: Mallini
Second: Jackson
Vote: Bradley - yes, Brashear - yes, Davis - yes, Jackson - Yes, Mallini - yes, McRae - yes, Weingart - yes, Womack - yes.

District Board of Trustees
July 18, 2006

Agenda Item: 7.2

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

Amendment to Rule 7.14: Board of Trustees Scholarships

410.395, 06-07

The proposed changes will increase the number of College Achievement Program (CAP) scholarships from 35 to 40, and increase the number of scholarships provided to the Student Ambassador program from 12 to 16. The increase in numbers will provide additional scholarship support for the increased participation in the CAP program, and will allow each of the college centers to have the services of an Ambassador.

Board Action(s) Requested:

Approval

Action: Approved. See item 7.1 (410.394).

District Board of Trustees
July 18, 2006

Agenda Item: 8.1

College Goal: Delivery Alternatives - Assess student needs and outcomes and create innovative and flexible learning opportunities.

Affiliation Agreement with Florida Gulf Coast University - Internship in
Criminal Justice

408.1580, 06-07

A local undergraduate student taking coursework through Florida Gulf Coast University (FGCU) has requested to participate in an internship with Santa Fe Community College's Police Department. The internship is a requirement for FGCU's Bachelor's Degree in Criminal Justice. The internship would occur from January 8, 2007, through April 27, 2007. The student would work up to 15 hours per week; there would be no compensation paid to the student as part of this internship.

Board Action(s) Requested:

Approval

Action: Motion to approve items 8.1 through 8.4: Womack

Second: Weingart

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

District Board of Trustees
July 18, 2006

Agenda Item: 8.2

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

Agreement with TIAA CREF - Human Resources

408.1581, 06-07

TIAA CREF has provided updated agreements for our 401(a), 457(b), and 403(b) plans. These agreements reflect updated language and plan custodian information.

Board Actions(s) Requested:

Approval of agreement and authority for the Coordinator of Human Resources, acting as Plan Administrator, to approve plan updates associated with routine business such as disbursement forms, changes in IRS codes and vendor changes. Such items will be brought forward to the board as information items.

Action: Approved. See item 8.1 (408.1580).

District Board of Trustees
July 18, 2006

Agenda Item: 8.3

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

Adoption Agreement with BENCOR - Human Resources

408.1582, 06-07

This adoption agreement amends the college's original BENCOR Plan to include contributions to a FICA Alternative Plan. The college currently contributes to a FICA Alternative 403(b) Plan through TIAA CREF. This change from TIAA CREF to BENCOR is based on recent IRS rulings regarding volume submitter plans and is recommended by our compliance services vendor, TSA Consulting Group, Inc., who has also reviewed all documents in conjunction with our legal counsel.

Board Actions(s) Requested:

Approval of agreement and authority for the Coordinator of Human Resources, acting as Plan Administrator, to approve plan updates associated with routine business such as disbursement forms, changes in IRS codes, and vendor changes. Such items will be brought to the board as information items.

Action: Approved. See item 8.1 (408.1580).

District Board of Trustees
July 18, 2006

Agenda Item: 8.4

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

SUCCEED Florida Teaching -- Grant

409.1610, 06-07

The purpose of this project is to expand the capacity of the educator preparation program to assist community members in joining the teaching workforce. The college is partnering with the school boards of Alachua and Bradford counties to meet the communities' teacher needs. SFCC projects a total of 315 enrollees in the first two years of the expansion period with a 90% completion rate, or 284 completers. Of the 184 completers, approximately 270 should be placed in the field within three years.

The amount of funds requested from the State of Florida, Department of Education, Division of Workforce Development, is \$169,934, 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 8.1 (408.1580).