

The District Board of Trustees
Santa Fe Community College, Florida
Agenda for Board Meeting of February 20, 2007, at 4 p.m.
Charles L. Blount Downtown Center Board Room

Adoption of Agenda

Agenda Item: 1.1
418.454, 06-07

1. General Functions

Pledge of Allegiance

- 1.1 Adoption of Agenda for Meeting of February 20, 2007
- 1.2 Approval of Board Meeting Minutes of January 23, 2007

2. Information Items

- 2.1 President's Report
- 2.2 Standard Clinical Facilities Use Agreement with Martin Orthodontics - Dental

3. Consent Items

Personnel

- 3.1 Contract Staff (Faculty)
- 3.2 Contract Staff (Administrative and Professional)
- 3.3 Career Service Staff

Contracts, Grants

- 3.4 Contractual Addendum with Munroe Regional Medical Center - Cardiovascular Technology, Nuclear Medicine Technology, Diagnostic Medical Sonography, and Respiratory Care
- 3.5 Renewal of Affiliation Agreement with Wuesthoff Health Systems, Inc. - Cardiovascular Technology

Finance/Business Affairs Items

- 3.6 Warrants Issued for January 2007
- 3.7 Report of Purchases for January 2007

4. Personnel

- 4.1 Continuing Contracts for 2007-2008

5. Facilities Items

- 5.1 Building Construction Facility - Permission to Advertise and Select Construction Manager

- 5.2 Building W Renovation - Permission to Advertise, Select, and Negotiate Contract with Construction Management Firm
- 5.3 Alachua Center - Revised Budget
- 5.4 Naming the Geological Field Station (Bat Cave)

6. Finance/Business Affairs Items
 - 6.1 Fund 1 (Current Unrestricted) Revenue and Expenditure Report as of January 31, 2007
 - 6.2 Report of Investments, Quarter Ending December 31, 2006
 - 6.3 Budget Amendment #1, 2006-2007 Unexpended Plant Fund (Fund 7)
 - 6.4 Colonel Harry M. Hatcher, Jr., Property Survey 07-06
 - 6.5 State of Florida, Department of Financial Services, Division of Treasury, Special Purpose Investment Funds (SPIA) Agreement and Amendment to SPIA Agreement for Santa Fe Community College's Operating Funds
 - 6.6 Addendum to Florida Community College Risk Management Consortium Agreement for Professional/Technical Services to Designate Reserves
 - 6.7 Amendment #2 to Manual Food Service and Lease Agreement with Subway Real Estate Corp.

7. General Institutional Items
 - 7.1 Community Education Brochure for Spring Term 2007
 - 7.2 Dr. Philip Benjamin Matching Grant Program for Community Colleges
 - 7.3 Dr. Philip Benjamin Matching Grant Program for Community Colleges – “First Generation in College” Scholarship Program

8. Contracts/Grants
 - 8.1 Assignment of Developer Agreement Between Santa Fe Community College Endowment Corporation and the City of Alachua
 - 8.2 Community College Facility Enhancement Challenge Grant program for the Alachua Special Purpose Center (Charles R. and Nancy V. Perry Alachua Corporate Training Center) -- Grant
 - 8.3 Community College Facility Enhancement Challenge Grant Program for the Construction Trades Laboratory Building -- Grant
 - 8.4 SPIRIT Grant Dual Enrollment Program -- Grant
 - 8.5 Urban Area Security Initiative -- Grant

9. Endowment Corporation Liaison Update
10. Board Members' Remarks
11. Citizen's Requests
12. Adjournment

Board Action Requested:

Approval

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

Approval of Board Meeting Minutes of January 23, 2007

401.446, 06-07

The minutes of the regular meeting of the District Board of Trustees of Santa Fe Community College held January 23, 2007, are presented for approval.

Board Action Requested:

Approval

Action: Motion to approve: Womack

Second: Mallini

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

President's Report

Information Item

President Sasser thanked Dr. Paul Hutchins and his staff for hosting today's board meeting.

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

Dr. Sasser reminded everyone about the Women of Distinction luncheon that is scheduled for March 8 at the UF Hilton.

The president noted the spring board workshop is confirmed for March 30 at Cedarside starting at noon. Also, that day is Professional Development day at the college. The theme for the day is "Wellness," and he encouraged the board to start their morning at the college if their schedules allowed.

Ms. Anastasia Albanese-O'Neill, Director of Marketing, shared with board the new SFCC brand, which gives the college a common "look and feel." She added the main purpose of the brand was to make it easier for students and community members to recognize Santa Fe. It also makes a good first impression, increases professionalism, and saves time and money. She showed how the branding materials can be accessed on-line through the SFCC web page.

Trustees received the *Vitality Magazine* and SFCC Leadership flyer.

District Board of Trustees
February 20, 2007

Agenda Item: 2.2

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

Standardized Clinical Facilities Use Agreement with Martin Orthodontics - Dental

Information Item
408.1608, 06-07

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 Martin Orthodontics for students enrolled in the SFCC Dental program.

CONSENT

District Board of Trustees
February 20, 2007

Agenda Item: 3.1

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

Contract Staff (Faculty)

402.686, 06-07

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

Appointment Full Time

Name

Position

Kristin O'Neal Interim Assistant Professor, Visual and Performing Arts (Dance)
M.F.A., Hollins University

Part Time

Jason Antley	Karen Garren	Anthony Moffett	Barbara Schilling
Katherine Ball	Daniel Griffin	Sandi Moody	Scott Smolenski
Ron Blake	Nicholas Grimaudo	Nicole Nesberg	Philip Spann
Harvey Blalock	Seth Jacobs	Chaitanya Nolan	Zachary Stepp
Seth Blazer	Jason Kassell	Barbara Oberlander	Jan Sugalski
Robert Brinson	Larry Kondas	Mark Potosnak	Stephen Sussman
Clayton Clark	Reju Korah	Dana Rasmussen	Robert Sutton
Florence Cline	Shawna Mansfield	Matthew Reetz	Pilar Tacogdoy
Patrick Cosby	Diana Mathews	Craig Rinne	David Thomas
Joseph Doyle	E. S. Medley	Andrew Rubin	Amanda Watson-Boles
Abioye Fayiga	Princie Mikel	Aaron Ruhland	Ann Weigl
Leigh Foglia	Kathleen Miller	Jennifer Scheer	Catrina Whigman
			Xiqiang Zheng

Board Action Requested:

Approval

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

CONSENT

District Board of Trustees
February 20, 2007

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)

411.289, 06-07

The individuals listed below are being recommended for appointment for 2006-2007 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>
Yvonne Amundson <i>M.Ed., Harvard University</i>	Coordinator of Grants and Projects
Emilia Hodge <i>Ph.D., University of Florida</i>	Associate Director, Advisement
David Houser <i>B.A., University of Florida</i>	Websmith, College Relations

Part Time

* Teresa Amelio	Adult Education Specialist
* Chao-Ling Chen	Adult Education Specialist
Dorothy Coar	East Gainesville Initiative Specialist
* Jannette Cowart	Center for Excellence Specialist
Barbara Drake	Writing Lab Specialist
Dominique Faison	Writing Lab Specialist
* Melvin Flournoy	Computer Technician Specialist
Glenda Henderson	Community Education Specialist
Kerri Ann Hue	Adult Education Specialist
Jo Ann Jenkins	East Gainesville Initiative Specialist
John Lee	Adult Education Specialist
* Jeff LeGrange	Database Projects Specialist
Sarah McIntosh	Academic Advisement Specialist
Doris Raven	East Gainesville Initiative Specialist
^ Rebecca Rogers	Student Services Coordinator
Josephine Staten	Community Education Specialist
Abou Syla	Staff Accompanist Specialist
* Amanda Watson-Boles	Adult Education Specialist

* Grant funded

^ Student Leadership and Activities funded

Board Action Requested: Approval

Action: Approved. See item 3.1 (402.686).

CONSENT

District Board of Trustees
February 20, 2007

Agenda Item: 3.3

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

Career Service Staff

403.452, 06-07

The individuals listed below are recommended for appointment.

<u>Name</u>	<u>Position</u>
Kelly Cartier	Staff Assistant, Graphic Design
Kenneth Soesbe	Senior Maintenance Technician, Facilities Services
Sabrina Wallace	Security Officer, Police Department

Board Action Requested:

Approval

Action: Approved. See item 3.1 (402.686).

CONSENT

District Board of Trustees
February 20, 2007

Agenda Item: 3.4

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

Contractual Addendum with Munroe Regional Medical Center - Cardiovascular Technology, Nuclear Medicine Technology, Diagnostic Medical Sonography, and Respiratory Care 408.1610, 06-07

This addendum provides clinical education for students in the Cardiovascular Technology, Nuclear Medicine Technology, Diagnostic Medical Sonography, and Respiratory Care programs. The agreement is effective February 21, 2007.

Board Action Requested:

Approval

Action: Approved. See item 3.1 (402.686).

CONSENT

District Board of Trustees
February 20, 2007

Agenda Item: 3.5

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

Renewal of Affiliation Agreement with Wuesthoff Health Systems, Inc. - Cardiovascular Technology
408.1609, 06-07

This renewal agreement with Wuesthoff Health Systems, Inc. will provide students in the college's Cardiovascular Technology program the opportunity to gain clinical education experience in a hospital setting. The term of this agreement is February 2007 through January 31, 2008.

Board Action Requested:

Approval

Action: Approved. See item 3.1 (402.686).

CONSENT

District Board of Trustees
February 20, 2007

Agenda Item: 3.6

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

Warrants Issued for January 2007

208.483, 06-07

A listing of all disbursements issued from January 1 through January 31, 2007, is available at this meeting for the board's information. The amount disbursed was \$14,654,881.39.

Warrant Numbers

Manual Payroll	None
Manual Payables	None
Payables	485393 - 495845
Payroll	613470 - 613660

Electronic Transfers

60843 - 63134

Board Action Requested:

Approval

Action: Approved. See item 3.1 (402.686).

CONSENT

District Board of Trustees
February 20, 2007

Agenda Item: 3.7

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

Report of Purchases for January 2007

202.543, 06-07

Below are the total amounts and a summary of purchases for the month of January 2007.

Purchasing	\$503,880.36
Risk Management Consortium	<u>156,000.00</u>
Total	<u>\$659,880.36</u>

<u>P.O. No.</u>	<u>Amount</u>	<u>Procurement</u>	<u>Vendor</u>	<u>Class of Item-Department</u>
Y16266 (Fund 6)	\$ 56,000.00	Exempt	Health Ink and Vitality	Vitality Magazine Subscription Risk Management Consortium
Y16306 (Fund 6)	\$100,000.00	Exempt	Mercer Human Resource Consulting	Health Plan Consulting Risk Management Consortium
Y16456 (Fund 1)	\$ 36,816.00	Contract	Dell Marketing	Virus Protection Software Information Technology
Y16506 (Fund 7)	\$ 35,386.00	Contract	Craig Salley & Associates	Building A Re-Roof Architectural Services General Renovation/Remodel
	\$228,202.00			

Purchases \$0 - \$25,000.00

Number of purchase orders: 390

Amount: \$355,801.48

Number of contracts awarded by the Board of Trustees: 1

Amount: \$ 75,876.88

Board Action Requested:

Approval of report

Action: Approved. See item 3.1 (402.686).

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

Continuing Contracts for 2007-2008

402.687, 06-07

The following faculty members have been voted on by their peers and approved by their supervisors to receive continuing contracts beginning in the 2007-2008 contract year.

2007-2008 Continuing Contract

Karen Bakuzonis
Phillip Bennett
Marcy Carbajal-Van Horn
Suzanne Carlton
Elaine Casquarelli
Aharon Dagan
Daleen Diedericks
Alexis DiRienzo
James Flanagan
Vilma Fuentes
Kelly Gridley
Ingrid Herrmann
Brett Holbrook
Erik Hushelpeck
Sherry Lindsay
David Manning
Brittany Martinelli
Dawn Miller
Vertigo Moody
Rhonda Peyton
Farzan Riazati
Nancy Richards
Maria Rinehart
Laurel Severino
Bryan Wuthrich

Board Action Requested:

Approval

Action: Motion to approve: Jackson

Second: Brashear

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.

Building Construction Facility - Permission to Advertise and Selection Construction Manager
412.1006, 06-07

Project Description:

This project consists of the construction of 23,437 gross square feet of vocational labs and classrooms in satisfaction of recommendations contained in the college's educational plant survey.

Architect/engineer	To be determined
Contractor/construction manager	To be determined
Uniform building code inspector	In-house
Budget	\$5,134,874
Funding	PECO, Other Local and Matching

Project Status:

Following permission by the board at the September 2006 meeting, the college has selected an architectural firm to design the subject facility. Private donations in the amount of \$500,000 were certified by the SFCC Endowment Corporation on February 1, 2007, which will be matched in this current legislative session along with \$4,134,874 in PECO funds. In order to keep this project moving forward, the college is seeking permission to advertise, select, and negotiate a contract with a construction management firm for the construction of this facility.

Board Action(s) Requested:

Permission to advertise, select, and negotiate a contract with a construction management firm for the construction of this facility

Discussion: Mr. Bill Reese, Associate Vice President, Facilities Services, reviewed items 5.1 through 5.3 individually. Regarding item 5.1, Mr. Reese said the progress of the project is contingent upon receipt of the PECO funds. In reference to item 5.3, Mr. Reese reminded the board at the January meeting that it was noted the amount would increase, because funds could still be received until the end of January and they would report to the board the revised budget based on matching funds for the Alachua Center.

Action: Motion to approve facilities items 5.1 through 5.3: Bradley
Second: Brashear
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.

Building W Renovation - Permission to Advertise, Select, and Negotiate Contract with Construction Management Firm 412.1007, 06-07

Project Description:

This project consists of the renovation of W building following the completion of the Health Science Addition in August 2006. A major emphasis will be placed on the replacement of primary building systems that are past their useful life.

Architect/engineer	To be determined
Contractor/construction manager	To be determined
Uniform building code inspector	In-house
Budget	\$5,293,853
Funding	PECO

Project Status:

Following approval by the board at their September 2006 meeting, the college has selected an architectural firm for the design of this renovation project. The college requests permission to advertise, select, and negotiate a contract with a construction management firm for the construction of this project.

Board Action(s) Requested:

Permission to advertise, select, and negotiate a contract with a construction management firm for the construction of this project

Action: Approved. See item 5.1 (412.1006).

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

Alachua Center - Revised Budget

412.1008, 06-07

This project involves the design and construction of a new training center in Alachua, Florida. The building will be approximately 23,000 gross square feet and contain classrooms, computer labs, and chemistry and biology labs as well as program space in the areas of biotechnology, information technology, and bio-manufacturing.

Architect/engineer	To be determined
Contractor/construction manager	To be determined
Uniform building inspector	In-house
Revised project budget	\$6,722,230
Source of funds	Private and Matching Grant

Project Status:

Based on an increase in private donations, as certified by the SFCC Endowment Office, approval is requested to increase the overall project budget in the amount of \$6,722,230, comprised of \$3,361,115 in private donations and \$3,361,115 in matching funds.

Board Action Requested:

Approval of a revised budget in the amount of \$6,722,230

Action: Approved. See item 5.1 (412.1006).

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

Naming the Geological Field Station (Bat Cave)

412.1009, 06-07

It is proposed that the Geological Field Station (Bat Cave) be named in honor of Mr. W. Harvey Sharron, Jr., in recognition of his substantial contributions to Santa Fe Community College through the Santa Fe Community College Endowment Corporation. The new name is proposed to be W. Harvey Sharron, Jr., Geological Field Station.

Board Action Requested:

Approval

Discussion: President Sasser proposed that the SFCC Geological Field Station (Bat Cave) be named in honor of Mr. W. Harvey Sharron, Jr., in recognition of his substantial contributions to Santa Fe through the Endowment Corporation. The proposed new name will be the W. Harvey Sharron, Jr., Geological Field Station.

Action: Motion to approve: Bradley

Second: Jackson

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.

Fund 1 (Current Unrestricted) Revenue and Expenditure Report as of January 31, 2007
201.619, 06-07

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, 2007.

The following summary provides a comparison of actual revenues and expenditures for 2006-2007 vs. 2005-2006.

	2006-2007		2005-2006	
	<u>Dollar Amount</u>	<u>Percent of Budget</u>	<u>Dollar Amount</u>	<u>Percent of Total Year</u>
Revenue	42,331,022	66.55	40,918,930	67.93
Expenditures	30,651,872	46.59	30,122,799	50.04

Board Action Requested:

Approval of report

Discussion: Ms. Ginger Gibson, Interim Chief Financial Officer and Associate Vice President for Finance, reviewed items 6.1-6.7.

Action: Motion to approve finance items 6.1 through 6.7: Womack
Second: Bradley
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 investments, Quarter Ending December 31, 2006

201.620, 06-07

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 2006	4.54%
Interest earnings, quarter	\$177
Interest earnings, fiscal year to date	\$1,124

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, 2006	5.44%
Interest earnings, quarter	\$153,784
Interest earnings, fiscal year to date	\$305,765

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, 2006	5.40%
Interest earnings, quarter	\$19,083
Interest earnings, fiscal year to date	\$37,885

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, 2006	6.33%
Interest earnings, quarter	\$45
Interest earnings, fiscal year to date	\$3,187

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	1.83 years
Yield-to-maturity at cost	4.57%
Earnings, quarter	\$69,903
Earnings, current year to date	\$205,129

Interest Earnings Comparison

Total interest earnings fiscal year to date 2006/2007	\$553,089
Total interest earnings fiscal year to date 2005/2006	\$341,073

Board Action Requested:

Approval of report

Action: Approved. See item 6.1 (201.619).

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

Budget Amendment #1, 2006-2007 Unexpended Plant Fund (Fund 7)

201.621, 06-07

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 the capital improvement fee bond proceeds (\$15,092,870.92) for the Fine and Applied Arts Facility, matching funds certified (\$500,000) for the Construction Trades Lab Center, and matching funds certified (\$3,361,115) for the Alachua Special Purpose Center.

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 \$5 per credit hour for residents and \$21.49 for non-residents) to be used to maintain, improve, or enhance the educational facilities. These fees may be pledged as a dedicated revenue source for the repayment of debt including revenue bonds.

Facility Enhancement Challenge Grant: This state program provides opportunities for each community college to receive private contributions through its direct-support organization and match the funds for the development of high priority instructional and community-related capital facilities.

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

Board Action Requested:

Approval of budget amendment

Action: Approved. See item 6.1 (201.619).

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

Colonel Harry M. Hatcher, Jr., Property Survey 07-06

200.718, 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 January 25, 2007, 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 Item	1	\$ 1,150.00	0	\$ 0.00	\$ 0.00	\$0.00
Worn-Out Equipment with Salvageable Parts	1	1,222.60	0	0.00	0.00	0.00
Worn-Out Equipment with No Salvageable Parts	3	5,480.00	10	69,403.63	69,403.63	0.00
Surplus Property	2	4,956.70	2	17,632.00	17,632.00	0.00
Trade-Ins	1	1,807.00	0	0.00	0.00	0.00
Transfers	121	163,315.37	0	0.00	0.00	0.00
TOTAL	<u>129</u>	<u>\$177,931.6</u> <u>7</u>	<u>12</u>	<u>\$87,035.63</u>	<u>\$87,035.63</u>	<u>\$0.00</u>

Notes

Stolen Items have been investigated by the SFCC police department.

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.

Trade-Ins are items traded in for value on new equipment.

Transfers are lab 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 Requested:

Approval of survey

Action: Approved. See item 6.1 (201.619).

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

State of Florida, Department of Financial Services, Division of Treasury Special Purpose Investment Funds (SPIA) Agreement and Amendment to SPIA Agreement for Santa Fe Community College's Operating Funds 209.139, 06-07

In October 2002, the college established a Special Purpose Investment Account (SPIA) with the State of Florida, Department of Financial Services. The college has been using the account to invest operating funds on a short-term basis until the college received the proceeds from the Capital Improvement Revenue Bonds, Series 2006A, for the Fine Arts Facility at the beginning of January. The college was required to deposit and separately account for the proceeds from the revenue bonds in a Santa Fe Community College SPIA. Therefore, the attached agreement and amendment is for Santa Fe Community College to establish a second SPIA to continue investing operating funds.

Board Actions Requested:

Approval of agreement and amendment

Action: Approved. See item 6.1 (201.619).

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 Reserves 209.140, 06-07

The college's existing fiscal agency agreement with the Florida Community College Risk Management Consortium contains language specifying a reserve of consortium funds required by an insurance carrier. The carrier requires annually that the reserve amount be increased, decreased, or maintained pursuant to the consortium's Casualty Insurance Program Agreement with the insurance carrier 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 addendum

Action: Approved. See item 6.1 (201.619).

District Board of Trustees
February 20, 2007

Agenda Item: 6.7

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

Amendment #2 to Manual Food Service and Lease Agreement with Subway Real Estate Corp.

209.141, 06-07

The amendment provides reduced pricing for the free and reduced meal program for the students in the High School Dual Enrollment program, and extends the term of Amendment #1, which implemented the Athlete's Scholarship Enhancement Meal Plan for student athletes. The term of the agreement is the same as the term of the Manual food Services Agreement.

Board Action Requested:

Approval

Action: Approved. See item 6.1 (201.619).

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

Community Education Brochure for Spring Term 2007

415.115, 006-07

As required by State Board of Education regulations, the schedule of Community Education and the Center for Business EnRich! courses for spring 2007 is presented for board information and approval. Term dates are April 7 through May 18, 2007, with registration beginning March 14 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 Requested:

Approval

Action: Motion to approve: Bradley

Second: Brashear

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.

Dr. Philip Benjamin Matching Grant Program for Community Colleges

400.491, 06-07

Santa Fe Community College Endowment Corporation is submitting an application for matching funds from the Dr. Philip Benjamin Matching Grant Program for the 2007-2008 budget request. The Santa Fe Community College Endowment Corporation certifies receipt of private contributions in the amount of \$703,595 for the Dr. Philip Benjamin Matching Grant Program for Community Colleges. The total amount of matching funds requested from the State Board of Community Colleges is \$600,996. Of this amount, \$395,798 will be used for scholarships and \$205,198 will be used for program enhancement and professional development.

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 \$395,798 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 \$307,797 in private contributions for equipment and professional development, which will generate \$205,198 in state matching funds. 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.

Board Approval Requested:

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

Discussion: Ms. Joan Suchorski, Associate Vice President Development, Grants and Projects, reviewed the two grants. Under item 7.3, Ms. Suchorski noted this was a brand new grant program and would benefit many students.

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Action: Motion to approve items 7.2 and 7.3: 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.

Dr. Philip Benjamin Matching Grant Program for Community Colleges - "First Generation in College"
Scholarship Program 400.492, 06-07

Santa Fe Community College Endowment Corporation is submitting an application for matching funds from the Dr. Philip Benjamin Matching Grant Program for the 2007-2008 budget request. The Santa Fe Community College Endowment Corporation certifies receipt of private contributions in the amount of \$10,000 for the Dr. Philip Benjamin Matching Grant Program - "First Generation in College" Scholarships for Community Colleges. The total amount of matching funds requested from the State Board of Community Colleges is \$10,000. The matching ratio for donations that are specifically designated to support scholarships, student loans, or need-based grants under the "First Generation in College" matching program will be funded with \$1 of state matching funds to \$1 of local private funds. This scholarship will be available to undergraduate students who demonstrate financial need and whose parents have not earned a baccalaureate degree. The scholarship will not restrict the recipients to a specific field of study. Recipients must maintain a 2.0 grade point average and be enrolled as a full-time student (12 credit hours per semester) at Santa Fe Community College. 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 \$10,000 in private contributions for the "First Generation in College" Scholarship Program.

Board Approval Requested:

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

Action: Approved. See item 7.2 (400.491).

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

Assignment of Developer Agreement Between Santa Fe Community College Endowment Corporation and the City of Alachua 408.1611, 06-07

Through the Santa Fe Community College Endowment Corporation, Santa Fe Community College is participating in the Community College Facilities Enhancement Challenge Grant Program for the Charles R. and Nancy V. Perry Alachua Corporate Training Center as a Special Purpose Center (see Agenda Item 8.2). The total funds available, including both private sector and state matching funds, for this building will be \$6,722,230.

In January 2007, the Santa Fe Community College Endowment Corporation and the City of Alachua entered into a Developer Agreement. This Developer Agreement includes the participation by the City of Alachua in the amount of \$1,050,000 for the site preparation, road, utilities, and other infrastructure for a 30-acre parcel of land north of the Progress Center on Highway 441 south of Alachua. In addition, the Developer Agreement describes that the Endowment Corporation or its assignee will be responsible for planning, designing, and constructing all improvements for the area that will result in a college facility located on a 6 ± acre parcel to be known as the Charles R. and Nancy V. Perry Alachua Corporate Training Center. With the assignment of this agreement, Santa Fe Community College agrees to undertake all of the obligations of the Endowment Corporation under the Developer Agreement. The campus is scheduled to be completed and available for classes by December 31, 2008.

The Endowment Corporation anticipates that the entire process in regard to the Alachua Corporate Training Center will involve various agreements and donations of land. Currently, the land is owned by the University of Florida Foundation. The future agreements may involve a short-term lease between the Endowment Corporation and the college to plan, design, and construct the Alachua Corporate Training Center, gifting of approximately 14 acres of land to the Santa Fe Community College Endowment Corporation by the University of Florida Foundation, establishment of a 40-year rolling lease between the Endowment Corporation and the college to carry on academic and educational activities on the approximately six-acre site, and gifting of 8.6-acres that includes the retention pond and the roads, which will then be gifted from the Santa Fe Community College Endowment Corporation to the City of Alachua in fee simple with the agreement that all of the roads and retention pond will be maintained and that all up-keep will be the responsibility of the City of Alachua.

Board Action Requested:

Approval

Discussion: President Sasser asked Ms. Joan Suchorski, Associate Vice President Development, Grants, and Projects, to discuss item 8.1. Ms. Suchorski displayed a drawing that showed the proposed location of the Charles R. and Nancy V. Perry Alachua Corporate Training Center on

highway 441 near Alachua. She noted the property is a parcel of approximately 30-acres currently owned by the University of Florida Foundation (UFF). UFF has agreed to transfer the beneficial interest in the property to the Santa Fe Community College Endowment Corporation with the ultimate disposition anticipated as follows: 8 acres will contain a retention pond that will be transferred to the City of Alachua for future maintenance and upkeep; the Perry Center will be built on 6 acres that will be owned by the SFCC Endowment Corporation; and the remaining acres will be returned to UFF after the roads and other infrastructure are complete. By assignment of the Developer Agreement from the Endowment Corporation to the college, the college is stepping into the shoes of the Endowment Corporation to perform the site preparation and construction of the infrastructure, including roads, stormwater, and utilities. The Perry Center is scheduled to be completed and open for classes by December 31, 2008, but there is no penalty for delay unless the delay extends past December 31, 2010. In response to Trustee McRae's question, it was clarified that UFF will use the remaining acres for public good, and what ever is built in the future is expected to complement our biotechnology center.

Action: Motion to approve items 8.1 through 8.5: Brashear
Second: Jackson
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.

Community College Facility Enhancement Challenge Grant Program for the Alachua Special Purpose Center (Charles R. and Nancy V. Perry Alachua Corporate Training Center) -- Grant

409.1641, 06-07

Santa Fe Community College Endowment Corporation is submitting an application for matching funds from the Community College Facility Enhancement Challenge Grant Program for the 2007-2008 budget request. Santa Fe Community College Endowment Corporation certifies receipt of private contributions in the amount of \$3,361,115 for the Community College Facility Enhancement Grant Program. The total amount of matching funds requested from the State Board of Community Colleges is \$3,361,115.

The Community College Capital Facilities Matching Program provides funds to match private contributions for the development of high priority instructional and community-related capital facilities, including common areas connecting such facilities, within the community colleges. Santa Fe Community College Endowment Corporation certifies receipt of private contributions in the amount of \$3,361,115 for the Alachua Special Purpose Center (Charles R. and Nancy V. Perry Alachua Corporate Training Center) for the Community College Facility Enhancement Challenge Grant Program.

Operating Budget Impact Statement: None

Board Approval Requested:

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

Action: Approved. See item 8.1 (408.1611).

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

Community College Facility Enhancement Challenge Grant Program for the Construction Trades
Laboratory Building -- Grant

409.1642, 06-07

Santa Fe Community College Endowment Corporation is submitting an application for matching funds from the Community College Facility Enhancement Challenge Grant Program for the 2007-2008 budget request. Santa Fe Community College Endowment Corporation certifies receipt of private contributions in the amount of \$500,000 for the Community College Facility Enhancement Grant Program. The total amount of matching funds requested from the State Board of Community Colleges is \$500,000.

The Community College Capital Facilities Matching Program provides funds to match private contributions for the development of high priority instructional and community-related capital facilities, including common areas connecting such facilities, within the community colleges. Santa Fe Community College Endowment Corporation certifies receipt of private contributions in the amount of \$500,000 for the Construction Trades Laboratory Building – Main/Northwest Campus for the Community College Facility Enhancement Challenge Grant Program.

Operating Budget Impact Statement: None

Board Approval Requested

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

Action: Approved. See item 8.1 (408.1611).

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

SPIRIT Grant Dual Enrollment Program -- Grant

409.1643, 06-07

Santa Fe Community College in collaboration with the school boards of Alachua and Bradford counties will implement innovative strategies to increase minority and low-income student participation in High School Dual Enrollment. Strategies will increase access, retention, and success among this underserved population. This grant will provide a level playing field by eliminating barriers to success. This includes a new computer and calculator loan program for low-income students to reduce the digital divide. The grant will expand the College of Construction Program and increase High School Dual Enrollment registrations in the College of Technology and Applied Sciences programs and SLS1101 (Student Life Skills). Approximately 600-700 secondary students will benefit from the project which includes targeted recruitment efforts for minority and low-income students. The amount of funds requested from Florida Department of Education is \$399,668, with no matching funds from Santa Fe Community College.

Duration of this project is July 1, 2007, through June 30, 2008.

Operating budget impact: 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: Approved. See item 8.1 (408.1611).

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

Urban Area Security Initiative -- Grant

409.1644, 06-07

The purpose of this project is to provide handheld portable radio communication and support equipment to allow critical personnel at Santa Fe Community College to be able to communicate in real time in a crisis. Grant funds will be used to purchase 25 handheld portable radios, a repeater to be able to use the portable radios around the campus, an antenna, connectors, and related hard line connections, line protectors, FCC frequency coordination, and installation of the repeater. Santa Fe has a total of 25 buildings on its Northwest Campus and this would provide a radio to be used in each location.

The amount of funds requested from U.S. Department of Homeland Security through the Jacksonville/Duval County's Emergency Preparedness Division is \$15,592, with no matching funds from Santa Fe Community College.

Duration of this project is July 1, 2007, through June 30, 2008.

Operating budget impact: 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: Approved. See item 8.1 (408.1611).