

**The District Board of Trustees  
Santa Fe Community College, Florida  
Agenda for Board Meeting of October 16, 2007, at 4 p.m.  
Wattenbarger Student Services Center**

**Adoption of Agenda**

**Agenda Item: 1.1**  
418.461, 07-08

1. General Functions

Pledge of Allegiance

- 1.1 Adoption of Agenda for Meeting of October 16, 2007
- 1.2 Approval of Board Meeting Minutes of September 18, 2007

2. Information Items

- 2.1 President's Report
- 2.2 Contract Review Committee for the President's Contract
- 2.3 Amended Rule 7.11: Fees

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 Department of Labor - Rural North Florida Healthcare Workforce Alliance Project -- Grant
- 3.5 School Board of Alachua County Head Start/School Readiness Program -- Grant

Finance/Business Affairs Items

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

4. Facilities Items

- 4.1 Alachua Training Center - Selection of Construction Management Firm

5. Finance/Business Affairs Items

- 5.1 Fund 1 (Current Unrestricted) Revenue and Expenditure Report as of September 30, 2007
- 5.2 Colonel Harry M. Hatcher, Jr. Property Survey 08-02

6. General Institutional Items
  - 6.1 Permission to Expend Dr. Philip Benjamin Matching Grant Program for Community Colleges - Fine Arts Enhancement Fund
  - 6.2 Permission to Expend Dr. Philip Benjamin Matching Grant Program for Community Colleges - Fine Arts and Media Production Program "Dance of My Heart" Film Project
  - 6.3 College Calendar for 2008-2009
7. Rules
  - 7.1 Amended Rule 3.2: Qualifications for Instructional Personnel
8. Endowment Corporation Liaison Update and Board Members' Remarks
9. Citizen's Requests
10. Adjournment

**Board Action Requested:**

**Approval**

Action: Motion to approve: Mallini  
Second: Jackson  
Vote: Bradley - yes, Brashear - yes, Jackson - yes, Mallini - yes, Solze - (absent at time of vote), Weingart - yes, Womack - yes.

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Approval of Board Meeting Minutes of September 18, 2007

401.452, 07-08

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The minutes of the regular meeting of the District Board of Trustees of Santa Fe Community College held September 18, 2007, are presented for approval.

**Board Action Requested:**

**Approval**

Discussion: Trustee Jackson noted her name was left off the narrative of the minutes, reflecting that she was not present.

Action: Motion to amend the minutes to reflect this change: Womack

Second: Mallini

Vote: Bradley - yes, Brashear - yes, Jackson - yes, Mallini - yes, Solze - (absent at time of vote), Weingart - yes, Womack - yes.

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President's Report

Information Item

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President Sasser recognized Mr. Mike Hutley, President of FACC; Ms. Barbara Hirschfelder, College Senate President; Ms. Anedria Williams, Career Service Council Chair; and Mr. Kenny Etienne, Student Government President.

The president asked Student Government president Mr. Kenny Etienne to talk about the House Project and the Intern Project. First, Mr. Etienne introduced Mr. Ben Anderson, Student Senate President, who presented a resolution to the board supporting the 2008-2009 college calendar, which was passed by the Student Senate. Mr. Etienne noted that Student Government had the opportunity to work with the City of Gainesville on the House Project to renovate a home for a selected family. The home was painted inside and out, a new roof installed, and major repairs were done to the flooring. There were over 30 student volunteers who worked continuously through the weekend to finish the project. President Sasser provided the eldest son in the family a scholarship to attend Santa Fe Community College next fall. The Intern Project opening ceremony was last week, with Trustee Weingart serving as a judge. Four students will be selected and receive scholarships to the college. Chair Bradley commented that this kind of service exemplifies the spirit of the college and thanked everyone for their hard work and involvement. The students received a standing ovation.

President Sasser announced that Dr. Anne Kress was appointed as the Provost and Vice President for Academic Affairs.

Dr. Sasser reminded the board of the board workshop on October 22 at Trustee Mallini's home starting at noon.

President Sasser reminded the board of the grand opening of the Bradford County Library on October 26, at 2:30 p.m.

The president reminded everyone that Boo at the Zoo is just around the corner. He noted that over 5,000 people attend this event every year, and the zoo is accepting donations for candy.

He noted other events: Sustainability Day, October 24, and Career in Construction Day, October 25.

Mr. Kim Kendall, Assistant Vice President for College Relations and Academic Affairs, reminded the board about the marketing campaign last summer that targeted Santa Fe's Technology and Applied Science programs. The new campaign is aimed at those who are undecided about college. To start off the fall campaign, the college will run an ad on the back page of the "Parent's Guide" paper that is sent home to every K-12 student in Alachua County. Also, Santa Fe will have an advertisement on the report card envelope that goes home to parents of K-5 children four times during the school year. The college had an ad on the back of the Welcome Back edition of the *Independent Florida Alligator* and in the Scene section of *The Gainesville Sun*. It was also noted that Santa Fe has received great news coverage regarding the zoo, including the Ocelot exhibit and

Agenda Item 2.1  
October 16, 2007  
Page 2

birth of the baby monkey, My Brother's Keeper, the Planetarium, and the front page article "Santa Fe is Booming" in *The Gainesville Sun*. Another marketing tool is to place advertisements on U-Tube and My Space. He informed the board that they could access all press releases through the Santa Fe website.

Trustees received the *Vitality Magazine* and a VIP pass for this season's basketball games.

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Contract Review Committee for the President's Contract

Information Item  
411.295, 06-07

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Chair Bradley appointed Trustee Mallini to serve as the committee to review the president's contract and report back to the board at the November board meeting. Trustee Mallini agreed to serve in this capacity.

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Amended Rule 7.11: Fees

Information item  
410.407, 07-08

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The state legislature convened a special session on Wednesday, October 3, 2007, that is intended in part to address state fiscal issues. At this time, it is believed that a 5% fee increase, effective for spring term 2007-2008, will be adopted. However, it is unknown whether the governor will support it.

Based on the current information, and in an effort to avoid delays for spring enrollment, the college plans to begin assessing the increased fee rates to students when spring term registration begins in early November. Final spring term fee calculations will be determined pending final action approved by the legislature and governor and the adoption by the board of the proposed changes to college Rule 7.11.

Proposed changes to Rule 7.11, based on an anticipated 5% increase, are presented for reference. If the change is adopted, the estimated total annual increase for a full-time student taking 36 semester hours per year would be \$135 for credit courses.

Discussion: Ms. Ginger Gibson, Interim Chief Financial Officer and Associate Vice President Finance, explained that the state legislature convened a special session that is intended to end on October 27, during which, it is believed, a 5% fee increase will be approved effective for the spring term 2008, subject to the governor signing it. If the increase is approved, the estimated total annual tuition increase for a full-time student taking 36 semester hours per year would be \$135 for credit courses. She added that Student Government passed a resolution supporting the increase.

## CONSENT

District Board of Trustees  
October 16, 2007

Agenda Item: 3.1

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

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Contract Staff (Faculty)

402.692, 07-08

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The individuals listed below are being recommended for appointment for 2007-2008, or a portion of 2006-2007, as stated in the individual employee's contract.

### **Appointment Part Time**

Deanna Abernethy	John Catron	Hayden Garriques
Virginia Agnew	Courtney Chambers	Lucette Gates
Afsheen Akbar	Susan Chikagwa-Malunga	Oliver Ghobrial
Ann Aldrich	Karen Chin	Betty Gibson
Matthew Allen	Deborah Clark	Susan Gildersleeve
Linda Archer	Florence Cline	Arthur Grant
James Atyeo	Richard Cohen	Lyntressa Grant
Agbe Asiamigbe	Nolan Col	^Gary Green
James Baer	Matthew Coleman	Susan Greimel
Scott Balcerzak	Sandra Cosgrave	Daniel Griffin
Lance Bardsley	Chester Cowart	Nicholas Grimaudo
Daniel Barnett	Jeremy Cullins	Katherine Guthrie
Laura Battle	Amanda Culp	Albert Haddad
William Battle	Stella DaCruz	Michele Hammond
Keith Bennett	Nancy Dale	Daniel Harmeling
Robert Bias	Bradley Daniels	Zane Hasan
Tamara Blagojevic	Garth Davis	Mirian Hay-Roe
Susan Block	^Norma Diaz	Stephen Harrison
Carl Boon	Gila Dikel	Mark Hills
David Bosarge	David Dillard	Shirley Hintze
Austin Boyd	Kevin Dore	Millard Holder
David Boydstun	Kendra Doten	Melanie Holton
Mary Brabham	Valerie D'Ortona	Jennifer Hooks
Nancy Brannen	Anna Dranishnikov	Renate Hooper
Victor Brennan	Orisatalabi Efunbumi	Lisa Houston
Braze Brickwedel	James Ebbeling	Stephen Howell
Gretchen Brooks	Mary Ellis	Kerri-Ann Hue
Thomas Bullard	William Erickson	David Jacks
Henry Butler	Stephen Everett	Erica Jacobs
Sheri Butler	Dominique Faison-Harris	Andrew Jenkins
Robert Brown	Jeffrey Farrar	Lisa Jerry
Luzceline Cabading	Brent Ferraro	John Jones
Cindy Cable	Rodney Fitzpatrick	Michael Joseph
Patrick Carmichael	Melissa Flanagan	Monika Kaczmarek
Patricia Carrico	Margaret Franklin	Robert Kalis
Katherine Casey-Sawicki	Karen Garren	Willard Keeran



Deborah Kellerman  
Cindy Keys  
Michael Kidd  
Birgitta Kimura  
Walter Kirkconnel  
John Kish  
Dorothy Kondas  
Larry Kondas  
Reju Korah  
Fiona Lama  
Cheri Landry  
Patrick Larkin  
Aaron Lay  
Elizabeth LeClear  
John Lee  
Beverly Leibach  
Randall Liles  
Dana Lindsey  
James Lloyd  
Tammy Mandro-Weaver  
James Maggio  
Edward Malone  
Regina Martin  
Cherry May  
Thomas Mayfield  
Robert Mazalewski  
Jyrece McClendon  
Angela McDonough  
Harold McGee  
Barbara McGraw  
Sarah McIntosh  
Kirsten McKaig  
David L. McKinney  
Susan McLennon  
Stuart McRae  
Albert Mellen  
Bermann Mesadieu  
Lou Ann Messina  
Maureen Meyerson  
Bryan Miller  
Kathleen Miller  
Marshelle Moore  
Jack Moorhead  
Robert Morton  
Charles Mott

Jack Motta  
Angela Mulkin  
Antonis Mytidis  
Kimberly Neal  
James Nelson  
Jane Nelson  
Joanna Neville  
Deborah Nicholson  
Sylvia Noland  
Frank Oquendo  
Christopher O'Steen  
William Palow  
Jody Peeling  
Delaney Pettijohn  
Toni Phillips  
Jeffrey Plant  
Sandra Plympton  
Sharon Pope  
Aimee Pricher  
^Philip Puccia  
Tania Querido  
Clare Quint  
Linda Raccioppi  
Julius Regalado  
William Renkus  
Darnell Rhea  
Kharyssa Rhodes  
Thomas Richardson  
Wade Ring  
Melanie Roberti  
Evelyn Rodriguez  
Kelly Rooney  
Gerald Rosenberg  
Ingrid Rosenshein  
^Lauren Rousel  
Andrew Rubin  
Jason Rummmler  
Caronne Rush  
Kathie Russell  
Souheil Sassi  
Christine Schmitz  
Anca Segal  
Timothy Shay  
Linda Sheffield  
Carol Shelley

Matthew Shine  
Peter Silver  
Charles Smith  
Jerrold Smith  
Kathy Southall  
Barbara Stakely  
Linda Stanley  
Richard Stanojev  
Nancy Starrett  
Zachary Stepp  
Jahala Stirling  
Stephan Sussman  
Jeffrey Tennant  
Jennifer Thomas  
Saidi Tunga-Lergo  
Gregory Turner  
Laura Turner-Reed  
Robert Ulmer  
Jennifer Van Bergen  
Melanie Veige  
William Vickory  
Jeanie Vincent  
Lucinda Waldron  
Judy Ward  
Milton Waters  
Cynthia Watson  
Kutura Watson  
Marcia Wehr  
Ted Weseman  
Ellen West  
Sean Witty  
William Wolf  
Karla Wooten  
Jeffrey Wright  
Angela Yau  
Rachel Yff  
Linda Yonutas  
Lavi Zamstein  
Shadai Zaine  
Xiqiang Zheng  
Gay Zieger  
Emory Zing  
Lara Zwilling  
Chris Zurheide

^ Student Leadership and Activities funded

**Board Action Requested:**

**Approval**

Discussion: President Sasser asked Mr. Tim Nesler, Associate Vice President for Information Technology Services and Chief Information Officer, to provide additional information on item 3.7 (Report of Purchases) regarding the cost of laptop computers. Mr. Nesler noted that this was a negotiated contract, based on the Technology Refresh Program, in which other community colleges participate. The current discount rate is 26% below the retail price, and the Dell computers meet the college's higher standards with larger memory capacity, extended hard drive, and more functions than the typical personal computer bought retail.

Action: Motion to approve consent items 3.1 through 3.7: Mallini

Second: Weingart

Vote: Bradley - yes, Brashear - yes, Jackson - yes, Mallini - yes, Solze - yes, Weingart - yes, Womack - yes.

## CONSENT

District Board of Trustees  
October 16, 2007

Agenda Item: 3.2

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

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Contract Staff (Administrative and Professional)

411.296, 07-08

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The individuals listed below are being recommended for appointment or promotion for 2007-2008, or a portion of 2006-2007, as stated in the individual employee's contract.

Name

Position

### Technical/Professional Full Time

#### Appointment

Selena Riess  
*A.A., Santa Fe Community College*

Lead Transcript Evaluator, Records and  
Admissions

#### Promotion

Edward Braddy  
*M.A., James Madison University*

Coordinator, Assessment Center

### Part Time

	Howard Anderson	Visual and Performing Arts Specialist
*	Isabel Barten	Adult Education Specialist
^	Sheena Benarte	Yoga Specialist
*	Jody Berman	Adult Education Specialist
*	Anne Bowman	Adult Education Specialist
	Courtney Chambers	Downtown Lab Specialist
*	Jackie Davis	Adult Education Specialist
	Orisatalabi Efunbumi	Downtown Lab Specialist
*	Alyne Farrell	Adult Education Specialist
*	Lacheryl Lee Foltz	Displaced Homemakers Specialist
^	Scott Jamison	Sports Information Specialist
*	Maria Huff	Adult Education Specialist
	James Kocher	Academic Foundations Specialist
	Fiona Lama	Writing Lab Specialist
	Beverly Leibach	ESL Lab Specialist
*	Margarett Martin	Adult Education Specialist
	Pauline McCanless	Community Education Specialist
*	Rhonda Orr	Health Sciences Specialist
*	Jawon Park	Adult Education Specialist
*	Lee Anne Privette	Upward Bound Math Specialist

Technical/Professional Part Time, cont.

- |                 |                                       |
|-----------------|---------------------------------------|
| * Jason Rummier | Downtown Lab Specialist               |
| * Tami Smith    | Upward Bound Computer Specialist      |
| Barbara Stakely | ESL Lab Specialist                    |
| Abou Sylla      | Visual and Performing Arts Specialist |
| Cyrus Williams  | Counseling Center Specialist          |
- \* Grant funded  
^ Student Leadership and Activities funded

**Board Action Requested:**

**Approval**

Action: Approved. See item 3.1 (402.692, 07-08).

**CONSENT**

**District Board of Trustees  
October 16, 2007**

**Agenda Item: 3.3**

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

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Career Service Staff

403.458, 07-08

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The individual listed below is recommended for appointment.

Name

Position

Steve Hulst

Police Officer, SFCC Police Department

**Board Action Requested:**

**Approval**

Action: Approved. See item 3.1 (402.692, 07-08).

## CONSENT

District Board of Trustees  
October 16, 2007

Agenda Item: 3.4

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

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Department of Labor - Rural North Florida Healthcare Workforce Alliance Project -- Grant  
409.1680, 07-08

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The purpose of this project is to increase the capacity of the Santa Fe Community College Health Sciences and Nursing programs and to increase the number of qualified trained workers for the healthcare industry, which is a high-growth, high-demand targeted industry. Grant funds will provide state-of-the-art classrooms and laboratories and will include new human body simulators and simulated hospital and operating rooms. The project will provide increased student recruitment, retention, and completion strategies. Training strategies include providing training opportunities and information to secondary school faculty, students' parents, and One-Stop Career Center participants. Curriculum will be revised to include the use of new, state-of-the-art equipment and simulation technology, emphasize problem-based learning, and increase the cultural competency of faculty. Approximately 510 students in eight healthcare programs will benefit from this program. In addition, approximately 400 middle and high school students and 900 continuing education professionals will benefit. This is year three of a three-year project.

The amount of funds requested from U.S. Department of Labor, Employment and Training Administration, is \$96,911, with no matching funds from Santa Fe Community College. Total funding for the three-year project is \$1,072,339.

Duration of this project is November 1, 2007, through October 31, 2008.

Operating budget impact: None

**Board Action(s) Requested:**

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

Action: Approved. See item 3.1 (402.692, 07-08).

## CONSENT

District Board of Trustees  
October 16, 2007

Agenda Item: 3.5

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

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School Board of Alachua County Head Start/School Readiness Program -- Grant 409.1681, 07-08

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The purpose of this project is to provide Associate in Science, Child Development Associate, and Child Care Worker certification training for 45 to 50 trainees from the School Board of Alachua County Head Start programs for staff and parents.

The amount of funds requested from the School Board of Alachua County is \$40,000, with no matching funds from Santa Fe Community College.

Duration of this project is August 21, 2007, through July 30, 2008.

Operating budget impact: None

**Board Action(s) Requested:**

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

Action: Approved. See item 3.1 (402.692, 07-08).

## CONSENT

District Board of Trustees  
October 16, 2007

Agenda Item: 3.6

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

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Warrants Issued for September 2007

208.444, 07-08

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A listing of all checks issued from September 1 through September 30, 2007, is available at this meeting for the board's information. The amount disbursed for the month was \$8,536,238.10.

### Warrant Numbers

Manual Payroll	None
Manual Payables	None
Payables	519252 - 523496
Payroll	615626 - 615941

### Electronic Transfers

81466 – 84070

### **Board Action Requested:**

#### **Approval**

Action: Approved. See item 3.1 (402.692, 07-08).



## CONSENT

District Board of Trustees  
October 16, 2007

Agenda Item: 3.7

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

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Report of Purchases for September 2007

202.549, 07-08

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

Purchasing	\$916,720.55
Risk Management Consortium	<u>5,218.63</u>
<b>Total</b>	<b><u>\$921,939.18</u></b>

<u>P.O. No.</u>	<u>Amount</u>	<u>Procurement</u>	<u>Vendor</u>	<u>Class of Item-Department</u>
Y20367 (Fund 1)	\$ 53,169.30	Contract	Dell Marketing	Laptops (30) Information Technology
Y20444 (Fund 1)	\$ 27,990.00	Exempt	GAP Technologies, Inc.	Online Course Evaluations Center for Instructional Design
Y20465 (Fund 7)	\$350,287.00	Contract	Flad & Associates	Architectural Services Alachua Center
Y20585 (Fund 1)	\$ 58,632.96	Contract	Dell Marketing	Computers (48) Information Technology
	\$490,079.26			

Purchase orders for previously awarded contracts: 12  
Number of purchase orders \$0-\$25,000: 347

Amount: \$100,560.38  
Amount: \$331,299.54

**Board Action Requested:**

**Approval of report**

Action: Approved. See item 3.1 (402.692, 07-08).

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

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Alachua Training Center - Selection of Construction Management Firm

412.1020, 07-08

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Project Description

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 for the areas of biotechnology, information technology, and bio-manufacturing.

Architect/engineer	Flad & Associates
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

This project is currently in design, and in order to provide pre-construction services during design, the college requests permission to advertise, select, and negotiate a contract with a construction management firm for the construction of this facility.

**Board Action 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 item 4.1.

Action: Motion to approve: Brashear

Second: Jackson

Vote: Bradley - yes, Brashear - yes, Jackson - yes, Mallini - yes, Solze - yes, Weingart - yes, Womack - yes.

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

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Fund 1 (Current Unrestricted) Revenue and Expenditure Report as of  
September 30, 2007

201.638, 07-08

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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 September 30, 2007.

The following summary provides a comparison of actual revenues and expenditures for 2007-2008 vs. 2006-2007.

	2007-2008		2006-2007	
	<u>Dollar Amount</u>	<u>Percent of Budget</u>	<u>Dollar Amount</u>	<u>Percent of Total Year</u>
Revenue	20,165,921	30.84	19,642,936	30.59
Expenditures	10,937,764	16.16	11,362,275	18.81

**Board Action Requested:**

**Approval of report**

Discussion: Ms. Ginger Gibson, Interim Chief Financial Officer and Associate Vice President for Finance, reviewed items 5.1 and 5.2.

Action: Motion to approve items 5.1 and 5.2: Womack

Second: Brashear

Vote: Bradley - yes, Brashear - yes, Jackson - yes, Mallini - yes, Solze - yes, Weingart - yes, Womack - yes.

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

Colonel Harry M. Hatcher, Jr. Property Survey 08-02200.727, 07-08

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 on September 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
Worn-Out Equipment with Salvageable Parts	12	\$ 20,275.61	0	\$ 0.00	\$ 0.00	\$0.00
Found/Reclassified	1	1,132.00	0	0.00	0.00	0.00
Worn-Out Equipment with No Salvageable Parts	29	74,038.90	2	67,210.36	67,210.36	0.00
Surplus Property	8	18,890.34	1	8,000.00	8,000.00	0.00
Transfers	24	34,442.04	0	0.00	0.00	0.00
<b>TOTAL</b>	<b><u>74</u></b>	<b><u>\$148,778.89</u></b>	<b><u>3</u></b>	<b><u>\$75,210.36</u></b>	<b><u>\$75,210.36</u></b>	<b><u>\$0.00</u></b>

**Notes**

Worn-Out Equipment with Salvageable Parts are items from which parts will be taken before the items are discarded.

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 computer will be changed from missing to scrapped.)

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 lab computers replaced through the PC replacement plan that are to be transferred to Alachua and Bradford counties 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 5.1 (201.638).

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

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Permission to Expend Dr. Philip Benjamin Matching Grant Program for Community Colleges - Fine Arts Enhancement Fund 400.503, 07-08

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The Santa Fe Community College Endowment Corporation requests permission to expend a total of \$15,040 from the Dr. Phillip Benjamin Matching Grant Program to train students in our Fine Arts program. Attached is a list of expenditures and the rationale. Approximately 400 students will benefit from this which will be used for multi-disciplinary (Music, Dance, Visual Arts, and Theatre programs) training.

**Board Action Requested:**

**Approval to expend these funds**

Discussion: President Sasser asked Ms. Joan Suchorski, Associate Vice President Development, Grants, and Projects, to discuss items 6.1 and 6.2. Ms. Suchorski noted that item 6.1 was requesting permission to expend \$15,040 from the Dr. Phillip Benjamin Matching Grant Program to train students in the college's Fine Arts programs. In item 6.2, she explained that the college is requesting permission to expend \$276,767 from the Dr. Phillip Benjamin Matching Grant program to produce a documentary film, "Dance of My Heart." Ms. Suchorski added that approximately 400 students will benefit from this film, which will be used for multi-disciplinary training. Regarding item 6.3, President Sasser noted that the college calendar for 2008-2009 has been thoroughly reviewed by everyone at the college. It was noted that students unanimously support the calendar.

Action: Motion to approve items 6.1 through 6.3: Brashear

Second: Jackson

Vote: Bradley - yes, Brashear - yes, Jackson - yes, Mallini - yes, Solze - yes, Weingart - yes, Womack - yes.

District Board of Trustees  
October 16, 2007

Agenda Item: 6.2

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

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Permission to Expend Dr. Philip Benjamin Matching Grant Program for Community Colleges  
Funds - Fine Arts and Media Production Program "Dance of My Heart" Film Project 400.504, 07-08

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The Santa Fe Community College Endowment Corporation requests permission to expend a total of \$276,767 from the Dr. Phillip Benjamin Matching Grant Program to produce a documentary film, "Dance of My Heart," a story about Alberto Alonso. This film will be utilized in 12 to 15 courses, such as Dance, Social Science, English, Media, and Photography. Approximately 400 students will benefit from this film, which will be used for multi-disciplinary training.

**Board Action Requested:**

**Approval**

Action: Approved. See item 6.1 (400.503).

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College Calendar for 2008-2009

414.56, 07-08

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The college calendar for 2008-2009 is presented to the board for approval. The College Senate and the Career Service Council have reviewed and endorsed the college calendar. The calendar coincides with the University of Florida calendar, which is important to students at both institutions who are often jointly enrolled. The calendar calls for an exception to the authorized start date for summer term 2009.

Upon board approval, a request will be made to the community college state office to approve the calendar and this exception so that the college's calendar will coincide with that of the university.

**Board Action(s) Requested:**

**Approval**

Action: Approved. See item 6.1 (400.503).



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

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Amended Rule 3.2: Qualifications for Instructional Personnel

410.406, 07-08

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This rule clarifies the minimum qualifications for college instructional personnel in accordance with accreditation agencies and establishes procedures for the verification of credentials through appropriate documentation of educational and experiential credentials. The amended rule introduces the Faculty Credentialing Manual, which is maintained by and housed in the Office of the Provost and Vice President for Academic Affairs, as the primary mechanism for establishing minimum qualifications.

**Board Action Requested:**

**Approval**

Discussion: Trustee Mallini asked for further clarification of Rule 3.2. Dr. Anne Kress, Provost and Vice President Academic Affairs, noted this rule outlines the minimum qualifications for the college instructional personnel in accordance with the Southern Association of Colleges and Schools, Commission on Colleges.

Action: Motion to approve: Weingart

Second: Solze

Vote: Bradley - yes, Brashear - yes, Jackson - yes, Mallini - yes, Solze - yes, Weingart - yes, Womack - yes.

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Endowment Corporation Liaison Update and Board Members' Remarks

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Trustee Womack thanked Ms. Katherine Lehman and Ms. Joan Suchorski for their assistance with the Dance ALIVE! presentation of "Ladybug - Action Hero" ballet this past weekend. It was well attended and enjoyed by all who came. "Dance of My Heart" was shown at the Edmonton Film Festival in Canada on October 3, where it received excellent reviews. One of the highlights of the event was that Alberto Alonso was able to visit with his brother Fernando, whom he has not seen for fifteen years. She invited everyone to attend the Starke Fall Festival on Saturday and Sunday.