

**The District Board of Trustees
Santa Fe College, Florida
Agenda for Board Meeting of July 15, 2008, at 4 p.m.
Watson Center, Keystone Heights, Florida**

Adoption of Agenda

Agenda Item: 1.1
418.468, 08-09

1. General Functions

Pledge of Allegiance

- 1.1 Adoption of Agenda for Board Meeting of July 15, 2008
- 1.2 Organization of the Board for 2008-2009
- 1.3 Approval of Board Meeting Minutes of June 24, 2008

2. Information Items

- 2.1 President's Report
- 2.2 Standardized Clinical Facilities Use Agreements with
Children's Cardiovascular Medicine, PC, Marietta, Georgia - Cardiovascular
Technology
Central Florida Heart Center, LLC, dba Institute of Cardiovascular Medicine,
Ocala - Cardiovascular Technology

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 Addendum to Master Clinical Education Agreement with Shands Teaching Hospital and
Clinics, Inc. - Advanced Certificate in Computed Tomography
Shands at UF
Shands at Lake Shore
Shands at AGH
Shands Medical Plaza
Shands Orthopedic Clinic
- 3.6 Health Education Affiliation Agreement with Department of Veterans Affairs - North
Florida/South Georgia Veterans Health System - Advanced Certificate in Computed
Tomography
- 3.7 Adults with Disabilities - Adult Education -- Grant
- 3.8 Santa Fe Community College Construction Training Recruiter -- Grant
- 3.9 Tourism Product Development Program - Santa Fe Community College Spring Arts
Festival -- Grant

3.10 Tourism Product Development Program- Santa Fe Community College Teaching Zoo -- Grant

3.11 Florida Educational Fund, Center of Excellence -- Grant

Finance/Business Affairs Items

3.12 Warrants Issued for June 2008

3.13 Report of Purchases for June 2008

4. Facilities Items

4.1 Information: Permission to Advertise for Minor Projects Construction Management Services

4.2 Annual Capital Improvement Plan

5. Finance/Business Affairs Items

5.1 Fund 1 (Current Unrestricted) Revenue and Expenditure Report as of June 30, 2008

5.2 Colonel Harry M. Hatcher, Jr., Property Survey 08-09

5.3 Budget Amendment #1, 2008-2009 Operating Budget, Current Unrestricted (Fund 1)

5.4 Acceptance of Donation, 08-01

6. General Institutional Items

6.1 Emergency Contract Authority

6.2 College Catalog for 2008-2009

6.3 Community and Continuing Education EnRich! Brochure for Fall A 2008

6.4 New Teaching Zoo Program and Fee

6.5 Revised Advisory Committee Appointments for Emergency Medical Services

7. Grants and Contracts

7.1 Renewal Agreement with North Florida Regional Medical Center - Funding for Nursing Programs Position

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: Brashear

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

Organization of the Board for 2008-2009

416.107, 08-09

Trustee Brashear, serving as the nominating committee for the organization of the board for 2008-2009 recommended Mr. Breck A. Weingart to serve as chair and Mrs. Evelyn T. Womack to serve as vice chair. Dr. Sasser thanked Trustee Bradley for his leadership as chair of the board and presented him with a memento in appreciation of his service as chair.

Board Action Requested:

Approval

Action: Motion to approve: Brashear

Second: Davis

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

Approval of Board Meeting Minutes of June 24, 2008

401.459, 08-09

The minutes of the regular meeting of the District Board of Trustees of Santa Fe College held June 24, 2008, are presented for approval.

Board Action Requested:

Approval

Action: Motion to approve: Womack

Second: Davis

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

President's Report

Information Item

Dr. Sasser thanked Mr. Bob Wolfson and his staff for hosting today's meeting. He asked Mr. Wolfson to give a brief update on the Watson Center. Mr. Wolfson stated it has been a very busy year at the Watson Center, with overall enrollment up 12.5%, which included 60 High School Dual Enrollment (HSDE) students from Keystone Heights High School and Interlachen High School. He added also that 60 students have applied for this year's HSDE program. In regards to construction, the Watson Center received a legislative appropriation that allowed it to add more sidewalks and connecting stairs from each building, four smart classrooms, and I-Link distance learning. Mr. Wolfson gave special thanks to Representative Joe Pickens, Mr. Al Watson, and Mr. Guy York for their assistance with obtaining the funds. Also, the Department of Transportation recently installed directional road signs on State Road 21. He mentioned the Super Summer Science Camp for children from first to sixth grade. Thirty children are enrolled in a two-week program that highlights biology and physical science. Another exciting project at the Watson Center is an official weather station for the National Oceanic and Atmospheric Administration (NOAA). The site can be entered from the SFC home web page. He concluded that this "puts Keystone Center on the weather map."

President Sasser recognized Ms. Barbara Hirschfelder, College Senate President; Ms. Lynn Speer, Career Service Council Chair; Mr. Cesar Fernandez, Student Government President; and Ms. Lee Johnson, President of FACC.

Dr. Sasser reminded the board that there is no August board meeting.

The president provided information as requested by Trustee Mallini in regards to the Davis Center in Archer. He noted that the center has served over 400 students in the Adult Education area, with 138 receiving their General Equivalency Diplomas (GEDs). Over the past five years the center has served 1,670 students, with 158 degrees awarded.

Dr. Sasser announced that Dr. Ed Bonahue was selected as Associate Vice President for Academic Affairs after a national search process. Dr. Bonahue commented that he was honored and is looking forward to working with Provost Kress. He will be overseeing the Honors Program, International Education, Educators Preparation Institute, and participating in SACS, baccalaureate programs, and the sustainability initiative.

President Sasser noted that the great news that he mentioned in his Friday Messages last week still remains embargoed until the end of the week. However, the news is so good he wanted to inform and congratulate those who made it possible. Accordingly, Dr. Anne Kress, Provost and Vice President for Academic Affairs, announced that SFC has received preliminary notification from Congressmen Stearns' office that Santa Fe was selected to receive funding from the Department of Education, Title III Strengthening Institutions, competitive grant program for the project "Improving Student Success through a Transformational Math Redesign Program." The grant will be in the amount of \$400,000 for the first year beginning October 1, 2008. Total funding for the five-year grant project will be just under \$2 million. Dr. Kress gratefully acknowledged the hard work of

Dr. Byron Dyce, Dr. Steve Grosteffon, and Mrs. Joan Suchorski. Mrs. Suchorski added that the goal of this project is to increase student success and graduation rates by developing a comprehensive math redesign program that includes assessment, placement, mandatory math course sequencing, course redesign, and professional development for faculty. Five math courses will be redesigned consistent with two models developed by the National Center for Academic Transformation, including development and implementation of a Math Emporium. Program plans include the expansion of the math emporium to the Watson Center in year four and to the Blount Center during year five of the project. Dr. Byron Dyce will be the Project Director. Official notification from the U.S. Department of Education is expected soon.

The president recognized Mr. Buz Bireline and informed the board that he would leave Santa Fe soon to take the position as director of the Nature Center at the Maymont Foundation in Richmond, Virginia. He asked Mr. Bireline if he would like to make a few comments. Mr. Bireline thanked the board for its support of the Santa Fe Teaching Zoo and noted this is a bittersweet time in his life, but was a good decision for him and his family. He added it's been "such a pleasure to be part of the Santa Fe family," and he said "I love this place so much, it's hard to leave, but at the same time, there are so many great opportunities." The board thanked him for his endless dedication and expressed that he would be missed.

Dr. Sasser reminded the board of the Perry Construction Institute groundbreaking on Thursday, July 17 at 10 a.m.

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

Standardized Clinical Facilities Use Agreements with Children's Cardiovascular Medicine, PC, Marietta, Georgia - Cardiovascular Technology	Information item 408.1709, 08-09
Central Florida Heart Center, LLC, dba Institute of Cardiovascular Medicine, Ocala, Florida - Cardiovascular Technology	408.1713, 08-09

The board has authorized the Vice President for Academic Affairs to execute on behalf of the board standardized form clinical facilities agreements without further action by the board. Such agreements have been executed with the two facilities listed above for the benefits of students enrolled in the SFC Cardiopulmonary Technology program.

C O N S E N T

**District Board of Trustees
July 15, 2008**

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)

411.305, 08-09

The individuals listed below are being recommended for appointment or promotion for 2008-2009, or a portion of 2007-2008, as stated in the individual employee's contract.

Name

Position

Executive/Managerial

Full Time - Promotion

Edward Bonahue Associate Vice President, Academic Affairs
Ph.D.; University of North Carolina at Chapel Hill

Appointment

William Little Interim Chair, Humanities and Foreign Languages
Ph.D.; Washington University

Technical/Professional

Full Time - Promotion

* Billie Monroe Interim Coordinator, Workforce Development
B.S., Florida State University
* Vernon Singleton Coordinator, Student Support Services
M.A., University of La Verne

Full Time - Appointment

^ Kenneth Holmes Student Development Specialist, Student Life
B.S., Florida A&M University

Part Time

Jason Acosta Specialist for CAP Program
Nancy Brannen Specialist for Andrews Center
Janice Bullard Coordinator, Institutional Research
^ Salvatore Campagna Specialist for Fitness Center
Courtney Chambers Specialist for CAP Program
^ Catherine Christian Specialist for Student Life
Mary El-Semarni Specialist for Sciences for Health
Tania Darlington Specialist for CAP Program
^ Daniel Drost Specialist for Fitness Center
* Eric Fisher Specialist for Center for Excellence
* John Green Specialist for Center for Excellence
* Carl Henriksen Specialist for Math Lab

* Grant funded

^ Funded by student activity and service fees

	<u>Name</u>	<u>Position</u>
	Erica Jacobs	Specialist for CAP Program
^	Scott Jamison	Specialist for Sports Information
	Sarah McIntosh	Specialist for the Archer Center
^	Carla Rodriguez	Specialist for Student Life
^	Brittany Ross	Specialist for Student Life
	Nancy Schenewerk	Specialist for the Library
	Deatra Spratling	Specialist for CAP Program
	Elizabeth Strickland	Specialist for the Library
*	Sonia Walker	Specialist for CVT Program
*	Alanna Yee	Specialist for CROP Program
* Grant funded		
^	Funded by student activity and service fees	

Board Action Requested:

Approval

Action: Approval. See item 3.1 (402.701).

C O N S E N T

**District Board of Trustees
July 15, 2008**

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

404.374, 08-09

The individuals listed below are being recommended for appointment for 2008-2009, or a portion of the 2007-2008 year, as stated in the individual employee's contract.

Name

Position

Community Education

Angela Dobberfuhl	Science for Kids
Meredith Farnum	Dance: Jazz
Barbara Fields	PC Fundamentals
Peggy Nolan Lamb	Dance: Ballet and Tap
Melissa Lemond	Dance: Jazz and Ballet
Terri Regotti	Art: Drawing and Painting
Melanie Roberti	Science for Kids

Continuing Workforce Development

Betty Arnette	Continuing Education Specialist
Jon Duff	Continuing Education Specialist
Joel Lambert	Continuing Education Specialist
Steve Lyons	Continuing Education Specialist
Tom Mayfield	Continuing Education Specialist
Becky McDaniel	Continuing Education Specialist
Melody McLeod	Continuing Education Specialist
Terry Neal	Continuing Education Specialist
Allen Siorek	Continuing Education Specialist
Joe Shufford	Continuing Education Specialist
Jennifer Smith	Continuing Education Specialist
Sean G. Smith	Continuing Education Specialist
Kevin Strickland	Continuing Education Specialist
Dan Tilton	Continuing Education Specialist

Board Action Requested:

Approval

Action: Approval. See item 3.1 (402.701).

C O N S E N T

**District Board of Trustees
July 15, 2008**

Agenda Item: 3.4

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

Career Service Staff

403.465, 08-09

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

Name

Position

Appointment

Christopher Carey	Maintenance and Trades Helper 1, Facilities Services
Angela Carter	Program Support Specialist 2, Brothers Keeper Initiative
Carolyn Coles	Program Support Specialist 1, Records
Karen Coles	Program Support Specialist 1, Health Information
Michael Kyne	Refrigeration Mechanic, Facilities Services
Jimmy Mercer	Staff Assistant, Library
Beverly Shafer	Cashier, Finance
Sarah 'Fran' Spohn	Office Assistant 2, Student Development Programs
Betty Thompson	Program Assistant
Polly Werner	Program Support Specialist 1, Zoo

Promotion

Paula Gainey	Office Supervisor, Business Programs
Thomas J. Head	Senior Electrician
Joe Hill	Senior Maintenance Trades Helper, Facilities Services
Warren Marcoux	Administrative Assistant, Police Department

Board Action Requested:

Approval

Action: Approval. See item 3.1 (402.701).

C O N S E N T

**District Board of Trustees
July 15, 2008**

Agenda Item: 3.5

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

Addendum to Master Clinical Education Agreement with Shands Teaching Hospital and Clinics, Inc. - Advanced Certificate in Computed Tomography	408.1711, 08-09
Shands at UF	
Shands at Lake Shore	
Shands at AGH	
Shands Medical Plaza	
Shands Orthopedic Clinic	

This addendum to the Master Clinical Education Agreement with Shands Teaching Hospital and Clinics, Inc. allows students enrolled in the Advanced Certificate in Computed Tomography program to participate in supervised learning experiences at the facilities listed above as part of their course of study.

Board Action Requested:

Approval

Action: Approval. See item 3.1 (402.701).

C O N S E N T

**District Board of Trustees
July 15, 2008**

Agenda Item: 3.6

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

Health Education Affiliation Agreement with Department of Veterans Affairs - 408.1712, 08-09
North Florida/South Georgia Veterans Health System - Advanced Certificate in
Computed Tomography

This agreement with the Veterans Health System, including all facilities in Gainesville and Lake City, Florida, allows students enrolled in the Advanced Certificate in Computed Tomography program to participate in supervised learning experiences as part of their course of study.

Board Action Requested:

Approval

Action: Approval. See item 3.1 (402.701).

C O N S E N T

**District Board of Trustees
July 15, 2008**

Agenda Item: 3.7

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

Adults with Disabilities - Adult Education -- Grant

409.1715, 08-09

The purpose of this project is to provide literacy instruction, independent living skills training, enrichment activities, and pre-vocational training for adult with disabilities in order to improve quality of life and facilitate long-term goals toward self-sufficiency. This program will serve approximately 65 students.

The amount of funds requested from the Florida Department of Education, Division of Workforce Education, is \$72,718, with no matching funds from Santa Fe College.

Duration of this project is July 1, 2008, through June 30, 2009.

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: Approval. See item 3.1 (402.701).

C O N S E N T

**District Board of Trustees
July 15, 2008**

Agenda Item: 3.8

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

Santa Fe Community College Construction Training Recruiter -- Grant

409.1716, 08-09

The purpose of this project is to provide a recruitment specialist for the Santa Fe Community College Construction program. The specialist will recruit secondary students into construction trades and management training programs at SFCC that are jointly sponsored by SFCC, the School Board of Alachua County, and the Builders Association of North Central Florida. The specialist will coordinate with the entities listed above to promote all aspects of construction education and the career paths and employment opportunities associated with the industry. An expected total of 30 students will be recruited during the year. Approximately 80% of the students who complete this program will continue their education in either an apprenticeship program or other postsecondary construction-related program and/or go straight to work. This is a renewal of a contract previously approved by the board.

The amount of funds requested from the Alachua/Bradford Regional Workforce Board is \$48,000, with no matching funds from Santa Fe Community College.

Duration of this project is July 1, 2008, through June 30, 2009.

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: Approval. See item 3.1 (402.701).

C O N S E N T

**District Board of Trustees
July 15, 2008**

Agenda Item: 3.9

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

Tourism Product Development Program - Santa Fe Community College
Spring Arts Festival-- Grant

409.1717, 08-09

The purpose of this project is to enhance the Santa Fe Community College Spring Arts Festival and to encourage tourism in Alachua County. SFCC Spring Arts Festival provides residents of Alachua County and visitors from across the United States the opportunity to appreciate works of art by some of this country's finest artists. The festival attracts more than 100,000 visitors each year.

The amount of funds requested from the Alachua County Tourist Development Council is \$50,000, with no matching funds from Santa Fe Community College

Duration of this project is October 1, 2008, through September 30, 2009.

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: Approval. See item 3.1 (402.701).

C O N S E N T

**District Board of Trustees
July 15, 2008**

Agenda Item: 3.10

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

Tourism Product Development Program - Santa Fe Community College
Teaching Zoo -- Grant

409.1718, 08-09

The purpose of this project is to enhance the Santa Fe Community College Teaching Zoo and encourage tourism in Alachua County. Grant funds will be used to purchase two Clear Channel outdoor bulletin advertising boards to be placed on the I-75 corridor near the teaching zoo/college exit. Approximately 32,000 people visit the zoo on an annual basis.

The amount of funds requested from the Alachua County Tourist Development Council is \$17,600, with no matching funds from Santa Fe Community College.

Duration of this project is October 1, 2008, through September 30, 2009.

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: Approval. See item 3.1 (402.701).

C O N S E N T

District Board of Trustees
July 15, 2008

Agenda Item: 3.11

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

Florida Educational Fund, Center of Excellence -- Grant

409.1719, 08-09

The mission of the Florida Educational 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 College.

Duration of this project is July 1, 2008, through June 30, 2009.

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: Approval. See item 3.1 (402.701).

C O N S E N T

**District Board of Trustees
July 15, 2008**

Agenda Item: 3.12

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

Warrants Issued for June 2008

208.451, 08-09

A listing of all disbursements issued from June 1 through June 30, 2008, is available at this meeting for the board's information. The amount disbursed was \$8,670,056.12.

Warrant Numbers

Manual Payroll	None
Manual Payables	None
Payables	564194 - 566319
Payroll	621475 - 621717

Electronic Transfers

06613 - 09017

Board Action Requested:

Approval

Action: Approval. See item 3.1 (402.701).

C O N S E N T

**District Board of Trustees
July 15, 2008**

Agenda Item: 3.13

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

Report of Purchases for June 2008

202.556, 08-09

Below are the total amounts and a summary of purchases for the month of June 2008.

Purchasing	\$2,382,335.01
Risk Management Consortium	<u>28,651.24</u>
Total	<u>\$2,410,986.25</u>

<u>P.O. No.</u>	<u>Amount</u>	<u>Procurement</u>	<u>Vendor</u>	<u>Class of Item-Department</u>
Y23733 (Fund 1)	\$ 44,000.00	Exempt	Dimension Systems, Inc.	Database Support Services Information Technology
Y23800 (Fund 7)	2,168,674.00	Contract	PPI Construction Management	Alachua Corporate Training Center Construction Alachua Center
	<u>\$2,212,674.00</u>			

Purchase orders for previously awarded contracts: 2
Number of purchase orders \$0-\$25,000: 114

Amount: \$ 16,243.00
Amount: \$182,069.25

Board Action Requested:

Approval of report

Discussion: Chair Weingart recused himself from the meeting and exited the room. Vice Chair Womack chaired the meeting during this item.

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

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

Permission to Advertise for Minor Projects Construction Management Services

Information Item
412.1036, 08-09

Project Description

The college frequently requires construction management services for minor projects (under \$1,000,000). Pursuant to college Rule 6.15, there are clear procedures in place for the selection process and the selected firm(s) are retained on annual contract. Specific projects are negotiated individually under the terms established in the annual contract.

Project Status

The selection committee met on March 21, 2008, to review the submissions from 12 firms. Five firms were selected for interviews, which took place on April 3. The following firms were selected from that group to add to our existing firms.

Scherer Construction & Engineering, Gainesville, Florida
JA Standridge Construction, Inc., Gainesville, Florida

Discussion: Mr. Bill Reese, Associate Vice President Facilities Services, reviewed items 4.1 and 4.2. Under item 4.2, Mr. Reese explained that every community college is required to conduct an Educational Plant Survey annually that includes proposed construction projects for the next five years. The survey validates each college's space inventory in both size and use code; it then compares the current space inventory to enrollment projections and identifies potential shortfalls. From those projected shortfalls, recommendations are written for the three categories identified in the CIP-2 summary (renovation, remodeling, and new construction). Recommendations from the survey are used to identify and then prioritize the requests. The source of funds for these projects is Public Educational Capital Outlay (PECO). The report is submitted to the Division of Community Colleges in Tallahassee. Trustee Solze expressed concern regarding growth of facilities during a downturn in the economy and in state funding such that the college might not have the funds to operate facilities it is currently building. Dr. Sasser replied that construction of new buildings to house needed programs is an investment in Florida's economy. He added that operating funds for those buildings are a state priority and therefore are at the top of legislative allocations.

Action: Motion to approve agenda item 4.2: Bradley

Second: Brashear

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

District Board of Trustees
July 15, 2008

Agenda Item: 4.2

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

Annual Capital Improvement Plan

412.1037, 08-09

Attached is the Capital Improvement Plan (CIP-2 Summary) for the college. This is the legislative funding request for 2009-2010 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 Requested:

Approval of Capital Improvement Plan

Action: Approved. See item 4.1 (412.1036).

District Board of Trustees
July 15, 2008

Agenda Item: 5.1

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, 2008

201.653, 08-09

Closing for the fiscal year ending June 30, 2008, will be completed on August 15, 2008. 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 2007-2008 will be presented at the September meeting.

Board Action Requested:

Acceptance of report

Discussion: Ms. Ginger Gibson, Vice President for Finance and Information Technology Services, reviewed items 5.1 through 5.4 individually.

Action: Motion to approve items 5.1 through 5.4: Bradley
Second: Womack
Vote: Bradley - yes, Brashear - yes, Davis - 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 08-09

200.738, 08-09

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 June 24, 2008, and by e-mail July 1, 2008, 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
Missing	5	\$ 8,821.92	0	\$ 0.00	\$ 0.00	\$0.00
Worn-Out Equipment with No Salvageable Parts	2	5,448.70	0	0.00	0.00	0.00
Surplus Property	8	24,912.41	9	83,609.26	83,609.26	0.00
Transfers	9	15,246.29	0	0.00	0.00	0.00
TOTAL	<u>24</u>	<u>\$54,429.32</u>	<u>9</u>	<u>\$83,609.26</u>	<u>\$83,609.26</u>	<u>\$0.00</u>

Notes

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

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(s) Requested:

Approval of survey

Action: Approved. See item 5.1 (201.653).

District Board of Trustees
July 15, 2008

Agenda Item: 5.3

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

Budget Amendment #1, 2008-2009 Operating Budget, Current Unrestricted
(Fund 1)

201.654, 08-09

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 capital obligations carried forward from 2007-2008.

Board Action Requested:

Approval of budget amendment

Action: Approved. See item 5.1 (201.653).

District Board of Trustees
July 15, 2008

Agenda Item: 5.4

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

Acceptance of Donation, 08-01

200.739, 08-09

Charles Perry Construction, Inc. has donated the following item to the college's Construction and Technical Program Department:

<u>Items</u>	<u>Unit Value</u>	<u>Total Value</u>
1 Golf Cart – EZ-GO Age: 9 years; Condition: Fair	\$500.00	\$500.00
Total		<u>\$500.00</u>

Board Action Requested:

Approval/acceptance of donation

Action: Approved. See item 5.1 (201.653).

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

Emergency Contract Authority

408.1710, 08-09

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 Requested:

Approval

Discussion: President Sasser asked Ms. Tarah Jacobs, Conservation Education Specialist, to discuss item 6.4. Ms. Jacobs replied that the SFC Teaching Zoo is implementing the International Bug Club. The Bug Club program was started at the Woodland Park Zoo in Seattle, Washington. The educational program works in partnership with the Tree Kangaroo Conservation Program in Papua, New Guinea. The Bug Club is designed to engage young people in science through multi-disciplinary, cross cultural educational experiences. Santa Fe's Bug Club will meet once a month on Saturday afternoons and is organized into sessions with each session consisting of three two-hour classes. Each session is limited to 12 participants ages 6 to 8 and the fee is \$45.00 per session.

In regards to item 6.2, President Sasser asked Dr. Portia Taylor, Vice President for Student Affairs, to discuss the college catalog. Dr. Taylor responded that it was important to provide potential students with information about the college. The college has learned that students in our service district often prefer printed information, whereas students from outside our service district are more internet-oriented. To help remove barriers to entrance, the college is printing more college catalogs and providing those as needed. Also, Student Affairs is developing an application package that will include information on programs, a survival guide, financial aid, college catalog, enrollment guide, and a compact disc that will link directly to the SFC web site. She also added that in an effort to better assist potential students, the SFC Welcome Center has extended hours for the summer to 5:30 p.m. and for the fall semester to 6 p.m. (opening at 7:30 a.m. in the fall). Trustee Bradley asked how much it costs to produce the catalog. Mr. Kim Kendall, Assistant Vice President College Relations and Academic Affairs, replied that it costs \$7 for each of the 300 catalogs produced for

Agenda Item 6.1
July 15, 2008
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2007-08 and the price would drop to \$4 per catalog if 1,000 were printed as planned for the upcoming year. At Dr. Sasser's prompting, Dr. Taylor then announced that today was Dr. Jefferson's birthday. Everyone wished Dr. Jefferson a happy birthday.

Action: Motion to approve items 6.1 through 6.5: Mallini
Second: Davis
Vote: Bradley - yes, Brashear - yes, Davis - yes, Mallini - yes, Solze - yes,
Weingart - yes, Womack - yes.

District Board of Trustees
July 15, 2008

Agenda Item: 6.2

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

College Catalog for 2008-2009

400.515, 08-09

The college catalog is now available.

Board Action Requested:

Approval

Action: Approved. See item 6.1 (408.1710).

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

Community and Continuing Education EnRich! Brochure for Fall A 2008

415.121, 08-09

As required by the State Board of Education regulations, the schedule of Community and Continuing Education EnRich! courses for fall A 2008 term is presented for board information and approval. Term dates are August 23 through October 3, 2008, with registrations beginning August 6 and continuing throughout the term. The schedule is subject to further changes as certain classes maybe 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 based on instructor and space availability. Changes, additions and deletions will occur in the online schedule.

Board Action Requested:

Approval

Action: Approved. See item 6.1 (408.1710).

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

New Teaching Zoo Program and Fee

200.740, 08-09

The Santa Fe College Teaching Zoo requests permission to implement a fee of \$45.00 per session for the International Bug Club at Santa Fe. The Bug Club program was started at the Woodland Park Zoo in Seattle, Washington in 1997. This educational program works in partnership with the Tree Kangaroo Conservation Program in Papua, New Guinea. The Teaching Zoo is already a member of this conservation program.

The International Bug Club is designed to engage young people in multidisciplinary, cross cultural experiences. The Bug Club also provides opportunities for science-based learning about local environment and conservation issues. Santa Fe's Bug Club will be organized into sessions with each session consisting of three two-hour classes. The classes will meet once each month on Saturday afternoons. Each session will be limited to 12 participants ages 6 to 8.

Board Action Requested:

Approval

Action: Approved. See item 6.1 (408.1710).

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

Revised Advisory Committee Appointments for Emergency Medical Services

417.82, 08-09

Due to a number of changes to the Emergency Medical Services advisory committee, the list of committee members has been revised. All individuals have been contacted and have agreed to serve through June 30, 2009.

New

Chief Harry Collins, Assistant Chief, Alachua County Fire Rescue
Ms. Lucy Daniels, Medical Technologist, Alachua County Health Department

Renew

Ms. Julie Bell, Administrative Psychiatric Services, Shands at VISTA
Ms. Barbara Benken, Education Coordinator, Shands at UF
Ms. Paula Davis, Shands at UF
Dr. Peter Gianas, Medical Director, Starke
Mr. Nelson Green, Director, Bradford County EMS, Starke
Captain Michael Heeder, Gainesville Fire Rescue
Mr. Jim Howard, Director, ShandsCair, Gainesville
Ms. Barbara Klingensmith, Florida State Fire College, Ocala
Captain Orrie "Bill" McCrea, Fire Training Captain, Gainesville Fire Rescue
Chief William Northcut, Chief, Gainesville Fire Rescue
Chief Michael Randolph, Fire Training District Chief, Gainesville Fire Rescue
Chief Donnie Sessions, Special Operations, Gainesville Fire Rescue
Ms. Pamela Thornton, Administrative Director, Emergency Services, North Florida Regional Medical Center

Outgoing

Mr. Cliff Chapman, EMS Bureau Chief, Alachua County Fire Rescue
Ms. Carla Edwards, Coordinator, Alachua County Health Department
Captain Daniel Griffin, Training Captain, Alachua County Fire Rescue
Ms. Sandra Harkte, Senior Community Health, Nurse Supervisor, Alachua County Health Department
Ms. Christine Holland, Shands at AGH
Chief Will May, Emergency Services Department, Alachua County Fire Rescue
Chief Gene Prince, Deputy Chief, Gainesville Fire Rescue
Mr. Andy White, Alachua County Health Department
Mr. Richard Willis, Alachua County Health Department

Board Action Requested:

Approval

Action: Approved. See item 6.1 (408.1710).

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

Renewal Agreement with North Florida Regional Medical Center - Funding for Nursing Programs Position 408.1714, 08-09

This agreement with North Florida Regional Medical Center to provide financial support for the Nursing programs is the same as the one currently in force. The hospital agrees to pay the college the sum of \$22,000 for each contract year from 2008 through 2011. In return, the college will maintain a position for a full-time faculty member and/or a part-time faculty member, as needed, assigned to the Nursing programs, and make best efforts to maintain certain enrollment numbers. It is predicated on the fact that other associated costs are handled by the college or other entities. NFRMC requires that the college also execute the amendment to warrant that the college is not an excluded provider.

Board Action Requested:

Approval

Action: Motion to approve: Mallini

Second: Brashear

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