



Santa Fe College
District Board of Trustees

Minutes of Board Meeting Held July 17, 2012
Wattenbarger Student Services Building, Gainesville, Florida

Members present: Bessie G. Jackson, Caridad E. Lee, Arley W. McRae, Lisa M. Prevatt,
Richard C. Solze, Jr., Robert L. Woody

Members absent: Robert C. Hudson, G. Thomas Mallini

Vice Chair Richard C. Solze, Jr., called the regular meeting of the District Board of Trustees of Santa Fe College to order at 4:05 p.m. in the Wattenbarger Student Services building, Gainesville, Florida, followed by the Pledge of Allegiance.

President Sasser welcomed Trustee Prevatt to her first official meeting and wished her an early happy birthday.

Action was taken on the agenda items as indicated on the attached summary sheets.

The president asked Dr. Naima Brown, Interim Vice President Student Affairs, to discuss her vision for Student Affairs. Dr. Brown stated the core of the college mission is to “add value to the lives of our students and to enrich our community.” To stay in line with the mission, the vision for Student Affairs is to create a caring learning environment in which the college offers research-based and student-centered support services to increase enrollment, retention, and graduation rates. She added there will be six focal points in Student Affairs this year: student-centered support, staff development, seamless service, partnering with academic affairs, outreach, and continuous improvement. With each point, she enthusiastically shared her detailed strategies to accomplish her vision for Student Affairs for the upcoming fiscal year. She thanked the board for allowing her the opportunity to share her ideas and said she looked forward to implementing them.

The meeting adjourned at 5:13 p.m.

Robert C. Hudson
Board Chair

Jackson N. Sasser
Secretary to the Board



**The District Board of Trustees
Santa Fe College, Florida
Board Meeting of July 17, 2012, at 4 p.m.
Wattenbarger Student Services Building, Gainesville, Florida**

Agenda

Adoption of Agenda

Agenda Item: 1.1
418.505, 11-12

1. General Functions

Pledge of Allegiance

- 1.1 Adoption of Agenda for Board Meeting of July 17, 2012
- 1.2 Organization of the Board for 2012-2013
- 1.3 Approval of Board Meeting Minutes of June 19, 2012

2. Information Items

- 2.1 President's Report
- 2.2 Strategic Planning
- 2.3 College Catalog for 2012-2013
- 2.4 Community Education "EnRich!" Brochure - Fall A and
Continuing Workforce Education "Enhance" Brochure - Fall
- 2.5 Standard Professional Practice Affiliation Agreement with Jean-Felert Cadet, M.D.,
Lake City - Health Information Technology Management
- 2.6 Interinstitutional Articulation Cooperative Agreements for Career Pathways with:
 - School Board of Baker County
 - School Board of Madison County
 - School Board of Suwannee County
 - School Board of Taylor County

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

Agreements, Grants

- 3.5 Adults with Disabilities -- Grant
- 3.6 Criminal Justice Training Trust Funds -- Grant

Finance Items

- 3.7 Report of Purchases for June 2012
- 3.8 Colonel Harry M. Hatcher, Jr., Property Survey 13-01

4. Facilities Items
 - 4.1 Survey Amendments (Spot Surveys) for the Downtown Center and the Institute for Public Safety
 - 4.2 Building P Remodel for College Relations and Academic Technologies - Budget
5. Finance Items
 - 5.1 Fund 1 (Current Unrestricted) Revenue and Expenditure Budget Report for June 30, 2012
 - 5.2 Budget Amendment #1, 2012-2013 Operating Budget, Current Unrestricted (Fund 1)
6. General Institutional Items
 - 6.1 Study-Abroad Trip - Ukraine, Summer Term 2013
7. Agreements/Grants
 - 7.1 Memorandum of Understanding with University of Florida for Use of Seahorse Key Marine Laboratory
 - 7.2 Facilities Use and Training Personnel Agreement with Sheriff of Alachua County
 - 7.3 Agreement with Orlando Health - Housing for Cardiovascular Technology Students
 - 7.4 Letter of Agreement with Orlando Health - Health Information Technology Management Program
 - 7.5 Florida Division of Cultural Affairs "*Arts and Books: A Celebration of Inspiration*" -- Grant
 - 7.6 Tourism Product Development Program -- *Showcase Santa Fe: Family Weekends at Spring Arts, the Zoo, the Planetarium, and the New Fine Arts Hall* -- Grant
 - 7.7 Tourism Product Development Program -- Teaching Zoo Capital: *The New Destination for Tourism* -- Grant
8. Personnel
 - 8.1 President's Recommendation for Employment Action
9. Santa Fe College Foundation Liaison Update and Board Members' Remarks
10. Citizen's Requests
11. Adjournment

Board Action Requested:

Approval

Discussion: Vice Chair Solze asked if there were any consent items that the board would like to have removed for discussion, and hearing none, the agenda was approved as presented.

Action: Motion to approve: McRae

Second: Woody

Vote: Jackson - yes, Lee - yes, McRae - yes, Prevatt - yes, Solze - yes, Woody - yes.

Organization of the Board for 2012-2013

416.127, 12-13

President Sasser asked Trustee Jackson to give her report. Trustee Jackson, serving as the nominating committee for the organization of the board for 2012-2013, recommended Mr. Bob Hudson to serve as chair and Colonel Arley McRae to serve as vice chair. Dr. Sasser noted that Mr. Hudson has accepted the nomination to serve as chair and Trustee McRae accepted his nomination as vice chair.

Action: Motion to approve: Jackson

Second: Woody

Vote: Jackson - yes, Lee - yes, McRae - yes, Prevatt - yes, Solze - yes, Woody - yes.

President Sasser then asked Trustee Solze to serve as acting chair for the remainder of this meeting in the absence of the new chair.

Action: Motion to approve: McRae

Second: Lee

Vote: Jackson - yes, Lee - yes, McRae - yes, Prevatt - yes, Solze - yes, Woody - yes.

President Sasser thanked both Chair Mallini and Vice Chair Solze for their distinguished service and leadership over the past year.

Approval of Board Meeting Minutes of June 19, 2012

401.495, 11-12

The minutes of the regular meeting of the District Board of Trustees of Santa Fe College held June 19, 2012, are presented for approval.

Board Action Requested:

Approval

Action: Motion to approve: McRae

Second: Jackson

Vote: Jackson - yes, Lee - yes, McRae - yes, Prevatt - yes, Solze - yes, Woody - yes.

President's Report

Information Item

President Sasser recognized Mr. David Durkee, Student Government President; Ms. Debbie Kennedy, President of AFC; Dr. David Price, College Senate President; and Ms. Marie Thomas, Career Service Council Chair.

The president reminded the board that there will be no August board meeting and the September 18 meeting will be held at the Northwest Campus. He then invited them to attend convocation on August 21 at 9 a.m. in the Fine Arts Hall.

Strategic Planning

Information Item
419.04, 12-13

Dr. Lisa Armour, Vice President for Assessment, Research and Technology, shared materials on the integration of SMART objectives and the Institutional Effectiveness process. Dr. Armour distributed a diagram that showed the alignment between strategic planning, institutional planning, program or unit planning, and individual planning. She reviewed each individual step and noted the documentation reflects the planning the college has implemented for the reaffirmation of accreditation with SACS in the fall. She then distributed a sample description of SMART objectives.

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

College Catalog for 2012-2013

Information Item
400.580, 12-13

The Santa Fe College Catalog, which is published annually, sets out a variety of academic information and requirements, college policies, and various student procedures, all of which shall be in effect in the year ahead. Although the online version of the catalog is often updated to reflect the addition of new programs (e.g., new baccalaureate programs that may be added mid-year) and to update other information as needed, the college prints a small number of hard copies for internal use. The 2012-2013 catalog is presented herewith for information, and can be found at this site: <http://www.sfcollege.edu/catalog/>

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

Community Education "EnRich!" Brochure - Fall A
Continuing Workforce Education "Enhance" Brochure - Fall

Information Item
415.143, 12-13

In accordance with Rule 7.11, the president is authorized to approve course fees for Community Education on a course-by-course basis. Total fees collected must be equal to at least 100% of the total costs of the Community Education program within the fiscal year. A draft of the Community Education brochure entitled "Enrich!" was reviewed and approved by the president after being presented at the July 9, 2012, Cabinet meeting and is provided for reporting to the board.

In accordance with Rule 7.11, the president is authorized to approve course fees for Continuing Workforce Education (CWE) on a course-by-course basis. Total fees collected must fully support the expenditure of the CWE program within the fiscal year. A draft of the CWE brochure entitled "Enhance" was reviewed and approved by the president after being presented at the July 9, 2012, Cabinet meeting and is provided for reporting to the board.

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

Standard Professional Practice Affiliation Agreement with Jean-Felert Cadet, M.D., Lake City - Health Information Technology Management Information Item 408.2004, 12-13

The board has authorized the Provost and Vice President for Academic Affairs to execute standardized form clinical facilities agreements without further action by the board. Such an agreement has been executed with Jean-Felert Cadet, M.D., for students enrolled in the Santa Fe Health Information Technology Management program.

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

Interinstitutional Articulation Cooperative Agreements for Career Pathways with: Information Item
School Board of Baker County 408.2007, 12-13
School Board of Madison County
School Board of Suwannee County
School Board of Taylor County

The A.S. and A.A.S. degree programs and the certificate programs listed below have been identified as accelerated paths by which students will have the opportunity to receive college credit as described in the District Interinstitutional Cooperative Agreements for Career Pathways between Santa Fe College and the school districts of Baker, Madison, Suwannee, and Taylor counties.

School Board of Baker County

- Automotive Service Technology Certificate - Automotive Service Technology
- Dental Assisting Certificate - Nursing Assistant
Dental Hygiene A.S.
- Cardiovascular Technology A.S. - Nursing Assistant
Nuclear Medicine A.S.
Respiratory Care A.S.
Radiography A.S.
- Surgical Technology Certificate - Nursing Assistant

School Board of Madison County

- Dental Assisting Certificate - Allied Health Assisting
Dental Hygiene A.S.
- Biotechnology Laboratory Technician A.S. - Allied Health Assisting
- Cardiovascular Technology A.S. - Allied Health Assisting
Nuclear Medicine A.S.
Respiratory Care A.S.
Radiography A.S.

School Board of Suwannee County

- Automotive Service Technology Certificate - Automotive Service Technology
- Automotive Service Management - Automotive Service Technology
Technology A.A.S.
- Automotive Service Technology Certificate - Automotive Service Technology 1
(postsecondary)
- Automotive Service Management - Automotive Service Technology 1
Technology A.A.S. (postsecondary)
- Dental Hygiene A.S. - Dental Aide
Dental Assisting Certificate
- Biotechnology Laboratory Technician A.S. - Nursing Assistant

- Cardiovascular Technology A.S.
Nuclear Medicine Technology A.S.
Respiratory Care A.S.
Radiography A.S.
 - Surgical Technology Certificate
- Nursing Assistant
- Nursing Assistant

School Board of Taylor County

- Automotive Service Technology Certificate
 - Automotive Service Management
Technology A.A.S.
 - Automotive Service Technology Certificate
 - Automotive Service Management
Technology A.A.S.
- Automotive Service Technology
- Automotive Service Technology
- Automotive Service Technology
(postsecondary)
- Automotive Service Technology
(postsecondary)

CONSENT

District Board of Trustees
July 17, 2012

Agenda Item: 3.1

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

Contract Staff (Faculty)

402.745, 12-13

The individuals listed below are being recommended for appointment for 2012-2013, or a portion of 2011-2012, as stated in the individual employee's contract.

Appointment

<u>Name</u>	<u>Position</u>
Full Time	
Patricia Clarke <i>M.S.N., Florida International University</i>	Assistant Professor, Nursing
Teresa Goodman <i>Ph.D., University of South Florida</i>	Assistant Professor, Nursing
Sandra Milner <i>M.S.N., University of Florida</i>	Assistant Professor, Nursing
Alicia Pfahler <i>M.A., Webster University</i>	Interim Assistant Professor, Social and Behavioral Sciences
Kurt Strauss <i>B.S., University of Florida</i>	Assistant Professor, Building Construction

Part Time

Sheryl Adams
Emily Barry
Chandra Bowden
Benjamin Doughan
Mary El-Semarani
Nathan Ewigman
Jodi Harstrom
Hazel Levy
Charles Love
Ariel Lugo
John Mihelcic
Sarah Mixon
Tania Querido
Rose Villafana
Brian Wanta

Board Action Requested:

Approval

Action: Motion to approve consent items 3.1 through 3.8: McRae
Second: Woody
Vote: Jackson - yes, Lee - yes, McRae - yes, Prevatt - yes, Solze - yes, Woody - yes.

C O N S E N T

District Board of Trustees
July 17, 2012

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)

411.353, 12-13

The individuals listed below are being recommended for appointment or promotion for 2012-2013, or a portion of 2011-2012, as stated in the individual employee's contract.

<u>Name</u>	<u>Position</u>
<u>Executive/Managerial</u>	
Promotion	
C. Michael Curry <i>B.S., Florida State University</i>	Assistant Vice President, Development
Douglas Jones <i>J.D., University of Florida</i>	Associate Vice President, Economic Development
<u>Technical /Professional</u>	
Full Time	
William Dorman <i>M.B.A., University of Florida</i>	Incubator Coordinator
Allen Luck <i>A.S., Santa Fe College</i>	Systems Support Specialist, Information Tech Education
Kyle Novak <i>B.F.A., Memphis College of Art</i>	Gallery Manager, Fine Arts
Tai Quach <i>A.S., Santa Fe College</i>	Senior Specialist, Information Technology Services
Promotion	
Jennifer Mullis <i>B.A., University of Florida</i>	Coordinator, Community Education
Part Time	
Adenike Akinyode	Specialist, Community Education
Susan Cohen	Specialist, Admissions
^ Charlotte Elliott	Specialist, Student Leadership and Activities
* Jennifer Ham	Specialist, Upward Bound
Angela Mulkin	Specialist, Writing Lab
Heather Neubert	Specialist, College Prep Advisement
* Joanna Neville	Specialist, Writing Lab
Ryan Ruppert	Specialist, College for Kids
Marilyn Tubb	Associate Vice President
* Rose Villafana	Specialist, Adult Education
* Elizabeth Ziffer	Specialist, Upward Bound
* Grant funded	
^ Funded by student activity and service fees	

Agenda Item 3.2
July 17, 2012
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Board Action Requested: Approval

Action: Approved. See item 3.1 (402.745).

C O N S E N T

**District Board of Trustees
July 17, 2012**

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

404.409, 12-13

The individuals listed below are being recommended for appointment for 2012-2013, or a portion of the 2011-2012 year, as stated in the individual employee's contract.

Community Education

<u>Name</u>	<u>Program</u>
Andrea Bartnick	College for Kids
Jessica Bartnick	College for Kids
Beth Frampton	College for Kids
Maria Frati	College for Kids
Elizabeth Johnson	College for Kids
Kimberly Keck	College for Kids

Board Action Requested:

Approval

Action: Approved. See item 3.1 (402.745).

C O N S E N T

**District Board of Trustees
July 17, 2012**

Agenda Item: 3.4

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

Career Service Staff

403.497, 12-13

The individuals listed below are being recommended for appointment.

<u>Name</u>	<u>Position</u>
Full Time	
Jamie Harris	Program Support Specialist, Academic Affairs
Oscar Torres Huaman	Police Officer, Santa Fe College Police Department
Deloris Jernigan	Police Dispatcher, Santa Fe College Police Department
Maria Morales de Lewis	Accountant, Student Financial Services
Adrianna Posey	Police Dispatcher, Santa Fe College Police Department
Part Time	
^ Bryan Evans	Athletic Department Support Specialist
^ David Rodriguez	Athletic Department Support Specialist
^ Funded by student activity and service fees	

Board Action Requested:

Approval

Action: Approved. See item 3.1 (402.745).

C O N S E N T

**District Board of Trustees
July 17, 2012**

Agenda Item: 3.5

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

Adults with Disabilities -- Grant

409.1902, 12-13

The purpose of this project is to provide literacy instruction, independent living skills training, enrichment activities, and pre-vocational training for adults 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 \$52,765, with no matching funds from Santa Fe College.

Duration of this project is July 1, 2012, through June 30, 2013.

Operating budget impact: None

Board Action 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 (402.745).

CONSENT

District Board of Trustees
July 17, 2012

Agenda Item: 3.6

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

Criminal Justice Training Trust Funds -- Grant

409.1903, 12-13

The purpose of this project is to provide advanced and specialized training to approximately 1066 law enforcement, correctional, and probation and parole officers in the college's service district. Courses include Hostage Negotiations, Instructor Techniques, Breath Test Operator, Speed Measurement, Defensive Tactics Instructor, Crisis Intervention Team Training, Field Training Officer, Line Supervision, Stress Management Techniques, Advanced Report Writing, Emergency Preparedness for Correctional Officers, Profiling and Professional Traffic Stops and Domestic Violence/Juvenile Sexual Offender, Narcotics and Dangerous Drug Investigations, and other specialized courses as requested by local criminal justice agencies.

The amount of funds requested from the Florida Department of Law Enforcement is \$71,422, with no matching funds from Santa Fe College.

Duration of this project is July 1, 2012, through June 30, 2013.

Operating budget impact: None

Board Action 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 (402.745).

C O N S E N T

**District Board of Trustees
July 17, 2012**

Agenda Item: 3.7

Report of Purchases for June 2012

202.592, 12-13

Below are the total amounts and a summary of purchases for the month of June 2012.

Purchasing	\$879,280.98
Risk Management Consortium	<u>143.00</u>
Total	<u>\$879,423.98</u>

<u>P.O. No.</u>	<u>Amount</u>	<u>Procurement</u>	<u>Vendor</u>	<u>Class of Item-Department</u>
Y43519 (Fund 1)	\$123,519.63	Contract	Dell Marketing	Microsoft Campus Agreement Information Technology
Y43593 (Fund 7)	\$ 45,000.00	Exempt	Point 2 Point Communications, Inc.	Rewire Blount Building A Information Technology
Y43598 (Fund 1)	\$100,855.00	Exempt	IBM Corporation	Software Maintenance Information Technology
Y43620 (Fund 7)	\$ 70,746.00	Contract	Scherer Construction & Engineering	Building X Observation Re-Roof Roofing Projects
Y43621 (Fund 7)	\$ 53,563.00	Contract	Scherer Construction & Engineering	Building N Framing/Stucco Replacement Minor Renovation/Remodel
Y43644 (Fund 7)	\$ 62,626.61	Contract	Fisher Scientific	Chemistry Lab Equipment Student and Faculty Area Improvements
	<u>\$456,310.24</u>			

Purchase orders for previously awarded contracts: 1
Purchase orders \$0-\$35,000: 160

Amount: \$ 350.00
Amount: \$422,763.74

Board Action Requested:

Approval of report

Action: Approved. See item 3.1 (402.745).

C O N S E N T

District Board of Trustees
July 17, 2012

Agenda Item: 3.8

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

Colonel Harry M. Hatcher, Jr., Property Survey 13-01

200.811, 12-13

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. The board is informed of the requests approved by the Property Survey Committee and the request of surplus that needs the approval of the board.

The Property Survey Committee met via email on June 19, 2012, to consider departmental requests to be relieved from inventory accountability. The committee members approved the following requests 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 and Financial Records	Depreciation of Items > \$5,000	Total Book Value Items to be Removed from Inventory and Financial Records
Trade-In	1	\$14,045.00	\$14,045.00	\$0.00
TOTAL	<u>1</u>	<u>\$14,045.00</u>	<u>\$14,045.00</u>	<u>\$0.00</u>

Notes

Trade-Ins are items that have been traded in on new equipment.

Board Action Requested:

Approval

Action: Approved. See item 3.1 (402.745).

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

Survey Amendments (Spot Surveys) for the Downtown Center and the Institute for Public Safety

412.1101, 12-13

Pursuant to Section 1013.31(1)(a), Florida Statutes, administrative staff of Santa Fe College have conducted amendments to the current Educational Plant Survey for Santa Fe College, dated July 19, 2011, as approved by the District Board of Trustees. In accordance with Section 1013.31(1)(a), F.S., the amendments shall be reviewed and approved by the board. These amendments are necessary to incorporate the space needs of these centers into the Educational Plant Survey. Please see the electronic version of each of these documents.

Board Action Requested:

Approval

Discussion: Mr. Bill Reese, Associate Vice President for Facilities Services, reviewed items 4.1 and 4.2. The president asked Mr. Reese to give an update on the GTEC facility. Mr. Reese stated that Facilities Services is working on the agreement, and there are still some major issues with the building they are attempting to work out with the City of Gainesville. Ms. Gibson noted that when the college does take possession of the facility, it will be self-supporting and used by the CIED for incubating companies, and no state funds are requested nor will it be listed on the college inventory.

Action: Motion to approve items 4.1 and 4.2: McRae

Second: Lee

Vote: Jackson - yes, Lee - yes, McRae - yes, Prevatt - yes, Solze - yes, Woody - yes.

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

Building P Remodel for College Relations and Academic Technologies - Budget 412.1102, 12-13

Project Description:

This project consists of the remodeling of space on the second floor of P building occupied by College Relations and Academic Technologies. These two departments have occupied this space for many years, making do with significant functional limitations. This project will make both departments function better both internally and externally.

Architect/engineer	Craig Salley & Associates
Contractor/construction manager	To be determined
Uniform building inspector	In-house
Estimated project budget	\$748,500
Source of funds	Other Local

Project Status:

College staff has developed the budget estimate based on proposals from the architect and engineer and is requesting approval of that budget in the amount of \$748,500.

Board Action Requested:

Approval of budget

Action: Approved. See item 4.1 (411.1101).

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

Fund 1 (Current Unrestricted) Revenue and Expenditure Budget Report for
June 2012

201.731, 12-13

Closing for the fiscal year ending June 30, 2012 will be completed on August 15, 2012. 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 2011-2012 will be presented at the September meeting.

Board Action Requested:

Approval of report

Discussion: Ms. Ginger Gibson, Vice President for Administrative Affairs and CFO, reviewed items 5.1 and 5.2 individually.

Action: Motion to approve item 5.1 and 5.2: Jackson

Second: McRae

Vote: Jackson - yes, Lee - yes, McRae - yes, Prevatt - yes, Solze - yes, Woody - yes.

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

Budget Amendment #1, 2012-2013 Operating Budget, Current Unrestricted (Fund 1) 201.732, 12-13

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 and unspent technology fee revenue carried forward from prior years.

Board Action Requested:

Approval of budget amendment

Action: Approval. See item 5.1 (201.731).

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

Study-Abroad Trip - Ukraine, Summer Term 2013

101.86, 12-13

Note: All cost estimates are subject to change. This trip may or may not occur, based on enrollment.

Ukraine: Drohobych and L'viv (Charles Stephenson): Summer A 2013

Cost: \$2,750 (includes airfare, accommodations, required activities, and most meals)

Courses: GEB 1011, Introduction to Business
IDS 2930, Group Study
GEB 2350, International Business

Instructional intent: This two-week program is designed to provide students with instruction regarding Ukrainian business, history, culture, manners, and mores, as well as the current business practices of an emerging market (one that is newly industrialized plus those with the potential to become newly industrialized).

Course: GEB 1011. The purpose of this course is to acquaint students with the field of business, as well as its procedures and terminology. The course covers such subjects as economics, capitalism, ethics, management, marketing, accounting, banking, and the stock market. One valuable feature of this course is that students may better be able to decide whether a business major is for them and, if so, which area of business most interests them.

Course: IDS 2930 focuses on special problems and current issues or trends. Course content and subject are variable.

Course: GEB 2350 is an introductory course in international business. The major topics covered are the theoretical basis for trade, cultural differences that influence business transactions, the impact of trade regulation, exchange rates, investment in other countries, and the movement of production between countries.

Faculty Leader: Dr. Charles Stephenson has been a full-time instructor at Santa Fe College for eight years. He has a masters' degree in business management and a doctorate in business administration. Dr. Stephenson studied international business at Michigan State University (short course) and international business at Academia de Profesores Privados de Espanol in Antigua, Guatemala, C.A. He has participated in study-abroad programs led by Dr. Ed Bonahue that took

students to London in the United Kingdom, and has made this trip to Ukraine four times, taking students on three occasions. Past trips to Ukraine were made through a partnership with Community Colleges for International Development along with two other schools.

The capacity for this program is 20.

Board Action Requested:

Approval

Action: Motion to approve: McRae

Second: Woody

Vote: Jackson - yes, Lee - yes, McRae - yes, Prevatt - yes, Solze - yes, Woody - yes.

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

Memorandum of Understanding with University of Florida for Use of Seahorse Key Marine Laboratory

408.2005, 12-13

To support an emerging student interest in marine sciences and coastal resources, and to strengthen collaboration between SF and two colleges at the University of Florida, a new collaborative agreement with UF Seahorse Key Marine Laboratory (SHKML) is proposed. The contract will allow SF faculty teaching topics in biology, oceanography, and geography related to marine science, as well as faculty working in other subjects, to use the SHKML as a learning laboratory. Under this new collaboration, SF faculty will now have free day-use of the island, its facilities and equipment, as well as a continuing role in its management and operations. The agreement also makes the island and its facilities available to SF for possible use in non-credit community education and development activities.

Board Action Requested:

Approval

Discussion: President Sasser stated the memorandum of understanding with the University of Florida for the use of Seahorse Key Marine Laboratory provides SF students with an excellent learning environment. Trustee Lee asked if the \$20,000 that SF will contribute will ever increase. President Sasser stated that the amount is negotiable and noted that this was a fair and reasonable amount.

Action: Motion to approve items 7.1 through 7.7: Woody

Second: McRae

Vote: Jackson - yes, Lee - yes, McRae - yes, Prevatt - yes, Solze - yes, Woody - yes.

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

Facilities Use and Training Personnel Agreement with Sheriff of Alachua County 408.2006, 12-13

The agreement provides for support to and from the Sheriff of Alachua County (ASO) to the college's criminal justice programs at the Institute of Public Safety. Specifically, ASO requires the use of college facilities to conduct its in-service training, and IPS desires the assistance of local law enforcement professionals to assist its Selection Center and the Law Enforcement Advisory Committee, and to coordinate and instruct in basic recruit, advanced, or specialized training from time to time. ASO will also provide the use of vehicles for training purposes and donate surplus tires. Florida law permits the intergovernmental interchange of public employees.

Board Action Requested:

Approval

Action: Approved. See item 7.1 (408.2005).

District Board of Trustees
July 17, 2012

Agenda Item: 7.3

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

Agreement with Orlando Health - Housing for Cardiovascular Technology Students

408.2008, 12-13

The rationale for this agreement is that Orlando Health will supply housing for Santa Fe students in the Cardiovascular Technology program who are assigned to their facilities. SF students benefit from this addendum in that they are provided with safe and reliable housing during an out-of-town clinical rotation.

Board Action Requested:

Approval

Action: Approved. See item 7.1 (408.2005).

District Board of Trustees
July 17, 2012

Agenda Item: 7.4

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

Letter of Agreement with Orlando Health - Health Information Technology
Management Program

408.2009, 12-13

This letter of agreement with Orlando Health provides students in the college's Health Information Technology Management program the opportunity to gain experience in a hospital environment.

Board Action Requested:

Approval

Action: Approved. See item 7.1 (408.2005).

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

Florida Division of Cultural Affairs "*Arts and Books: A Celebration of Inspiration*" -- Grant

409.1904, 12-13

The purpose of this project is to expand Santa Fe College's successful cultural outreach programs in public arts and literacy events. These programs present artists and authors to our communities to foster literacy and an appreciation of the arts, while promoting economic growth. Programs will allow the public to meet artists and authors and build future audiences, including leaders who will appreciate the arts and the importance of the arts for Florida's cultural and economic future.

The amount of funds requested from the State of Florida, Division of Cultural Affairs, is \$25,000, with a cash match of \$28,950 and an in-kind match of \$13,296.

Duration of this project is July 1, 2013, through June 30, 2014.

Operating budget impact: From existing college budget

Board Action 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 7.1 (408.2005).

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

Tourism Product Development Program -- *Showcase Santa Fe: Family Weekends at Spring Arts, the Zoo, the Planetarium, and the New Fine Arts Hall* -- Grant 409.1905, 12-13

The purpose of this project is to enhance the Santa Fe College Spring Arts Festival, Santa Fe College Zoo, and other Santa Fe College events that have the demonstrated potential to aid in the development of the tourism economy for Alachua County. Santa Fe College Spring Arts Festival provides residents of Alachua County and visitors from across the United States the opportunity to appreciate works of arts by some of the country's finest artists. The show attracts more than 100,000 visitors each year. This project will also enhance Santa Fe College Teaching Zoo through improved signage to encourage tourism. Advertising will also be provided for other events at Santa Fe College.

The amount of funds requested from the Alachua County Tourist Development Council is \$50,000, with a cash match of \$25,931 and an in-kind match of \$37,590 from Santa Fe College.

Duration of this project is October 1, 2012, through September 30, 2013.

Operating budget impact: In-kind and cash match from existing college budget.

Board Action 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 7.1 (408.2005).

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

Tourism Product Development Program -- Teaching Zoo Capital: *The New Destination for Tourism* -- Grant 409.1906, 12-13

The purpose of this project is to construct a new premier white handed gibbon family exhibit. The exhibit will create an exceptional new environment to increase tourism, attracting guests to explore the centerpiece of a reinvigorated teaching zoo.

The amount of funds requested from the Alachua County Tourist Development Council is \$25,000, with an in-kind match of \$6,068 and a cash match of \$104,855 from other funding sources.

Duration of this project is October 1, 2012, through September 30, 2013.

Operating budget impact: In-kind and cash match from existing college budget

Board Action 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 7.1 (408.2005).

President's Recommendation for Employment Action

402.746, 12-13

The college president, in accordance with Rule 6A-14.0411(5)(a), *Florida Administrative Code*, recommends to the board that a faculty member on continuing contract be dismissed from employment effective August 14, 2012, or such other date to be determined by the board. The reasons for the dismissal, including the absence of appropriate academic credentials in the field for which she was hired, coupled with the documented pattern of misrepresentations and performance issues, are outlined in the attached President's Recommendation to Dismiss Continuing Contract Employee.

Board Action Requested:

Approval

Discussion: Acting Chair Solze stated that the president has submitted a written recommendation calling for the dismissal of a continuing contract faculty member based primarily on credentialing issues and related matters. If this item is approved, the employee will have a right to request an administrative hearing within 21 days of receipt of notice of the board's acceptance of the recommendation.

Action: Motion to approve: Woody

Second: Jackson

Vote: Jackson - yes, Lee - yes, McRae - yes, Prevatt - yes, Solze - yes, Woody - yes.

Santa Fe College Foundation Liaison Update and Board Members' Remarks

Reporting for the Santa Fe College Foundation Corporation, Vice President Clemons stated the next foundation board meeting will be held August 28 at the Blount Center starting at 4:30 p.m., and extended an invitation to any board member who would like to attend.

Also, on September 11, Dr. Sasser will give a State of the College address to community and civic groups in Bradford County.

Recently, the Development Office received \$50,000 from the Sarasota Community Foundation for a special scholarship that is awarded for the summer and fall terms, with preference given to part-time students who may not qualify for other financial aid. Also they received \$40,000 from the Pamphalon Foundation, which is made up of a group of doctors from the area.

Mr. Mike Curry, Assistant Vice President for Development, added the Development Office has arranged for Mr. Raul Villarreal, whose father, Rene Villarreal, worked and grew up with Ernest Hemingway in Cuba, to visit Santa Fe on October 17-19. The visit will provide a great opportunity for a partnership between our English and Fine Arts departments. Mr. Villarreal conducted several interviews with his father and together they collaborated on the book "Hemingway's Cuban Son: Reflections on the Writer by His Longtime Majordomo." Raul is also an artist and his works will be on display in the Fine Arts Hall.