



Santa Fe College
District Board of Trustees

Minutes of Board Meeting Held January 22, 2013
Wattenbarger Student Services Building, Gainesville, Florida

Members present: Robert C. Hudson, Bessie G. Jackson, Caridad E. Lee,
G. Thomas Mallini, Arley W. McRae, Lisa M. Prevatt, Robert L. Woody

Members absent: Jeffrey L. Oody

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

Action was taken on the agenda items as indicated on the attached summary sheets. Chair Hudson asked for a moment of silence in honor of Mr. Arandall Shears, a Florida National Guardsman, who was killed in an auto accident last week. He was enrolled at Santa Fe through fall 2012.

The president asked Chief Ed Book to provide an update on safety and security on campus and present the active shooter video. Chief Book noted that the video was made possible through grants provided by Homeland Security. He added that the video was made in the Houston area at Lone Star College, the site of a shooting that took place today. After reviewing the *Run; Hide; Fight; Surviving an Active Shooter* video, he said that anyone could access the video through the SF web page under the Police Department or Human Resources. He added that Santa Fe's goal is to provide safety and security to students, staff, faculty, and visitors of the college. He noted that the college is proactive, aggressive, innovative, and on the cutting edge of safety and security initiatives in the Florida College system. He went on to highlight a handout that outlined some of the measures the college practices to increase safety in the learning and working environments. After a brief conversation, Chair Hudson thanked Chief Book for all he and his staff are doing in this area.

The meeting adjourned at 4:55 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 January 22 2013, at 4 p.m.
Wattenbarger Student Services Building, Gainesville, Florida**

Agenda

Adoption of Agenda

Agenda Item: 1.1
418.509, 12-13

1. General Functions

Pledge of Allegiance

- 1.1 Adoption of Agenda for Board Meeting of January 22, 2013
- 1.2 Approval of Board Meeting Minutes of November 20, 2012

2. Information Items

- 2.1 President's Report
- 2.2 Strategic Planning
- 2.3 Continuing Contracts Candidates for 2013-2014
- 2.4 Standard Health Sciences Clinical Facilities Agreement with Southeastern Integrated Medical, PL -- Radiography, Diagnostic Medical Sonography, and Computed Tomography
- 2.5 Fee Waiver Report for Fall Term 2012
- 2.6 New Bachelor of Applied Science in Industrial Biotechnology

3. Consent Items

Personnel

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

Agreements, Grants

- 3.4 Voluntary Cooperation Mutual Aid Agreement with Alachua County Sheriff's Office for 2013 - 2017
- 3.5 CIED License Agreement for Non-Incubating Licensee - Florida State Senator Rob Bradley
- 3.6 Lydia Stokes Foundation: Displaced Homemakers Program -- Grant
- 3.7 Suwannee River Area Health Education Center, Inc. - Tobacco Training and Cessation (ATTAC) Program -- Grant
- 3.8 Perdido Key Mice Housing and Husbandry Project -- Grant

Finance Items

- 3.9 Report of Purchases for November and December 2012

4. Facilities Items
 - 4.1 Building K Reroofing Project - Phase III Documents and Guaranteed Maximum Price
 - 4.2 Charles R. and Nancy V. Perry Center for Emerging Technologies Laboratory Wing Expansion - Project Closeout and Accept as Complete
 - 4.3 Fire Alarm System Upgrade Phase III - Closeout and Accept as Complete
5. Finance Items
 - 5.1 Fund 1 (Current Unrestricted) Revenue and Expenditure Budget Report for December 2012
6. General Institutional Items
 - 6.1 Revised College Calendar for 2013-2014
 - 6.2 Revised Educator Preparation Institute Advisory Committee
7. Agreements/Grants
 - 7.1 Combined Operational Assistance and Voluntary Cooperation Mutual Aid Agreement with City of Alachua Police Department
 - 7.2 Memorandum of Understanding Regarding Transfer of Non-Caregiver Abuse Calls with Sheriff of Alachua County
 - 7.3 Memorandum of Understanding with Peaceful Paths Domestic Abuse Network, Inc. - Use of College Space
 - 7.4 Economic Development Administration (EDA) - Bradford County Community Visioning and Economic Development Project -- Grant
8. Santa Fe College Foundation Liaison Update and Board Members' Remarks
9. Citizen's Requests
10. Adjournment

Board Action Requested:

Approval

Discussion: Chair Hudson 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: Woody

Second: Lee

Vote: Hudson - yes, Jackson - yes, Lee - yes, McRae - yes, Mallini - yes, Prevatt - yes, Woody - yes.

Approval of Board Meeting Minutes of November 20, 2012

401.499, 12-13

The minutes of the regular meeting of the District Board of Trustees of Santa Fe College held November 20, 2012, are presented for approval.

Board Action Requested:

Approval

Action: Motion to approve: Mallini

Second: Lee

Vote: Hudson - yes, Jackson - yes, Lee - yes, McRae - yes, Mallini - yes, Prevatt - yes,
Woody - yes.

President's Report

Information Item

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

The president noted that Chair Hudson and Trustees Jackson, Lee, Mallini, McRae, Oody, and Woody will be attending the Governor's reception and the annual AFC Trustee Legislative Conference in Tallahassee on February 5 and 6.

President Sasser noted that in preparation for the upcoming conference in Tallahassee and the 2013 legislative session, he and a few other college presidents will be meeting with Senator Montford and local school board superintendents next week to discuss dual enrollment. Other issues to be discussed during the session are the Florida First program, developmental education, matching funds, and PECO funds.

Dr. Sasser commented that the next board meeting is February 19 at the Blount Center at 4 p.m., and the spring board workshop is confirmed for March 25 in Cedar Key.

Strategic Planning

Information Item
419.08, 12-18

Dr. Lisa Armour, Vice President for Assessment, Research, and Technology, will present an overview of the Florida College System's 2012-13 to 2017-18 Strategic Plan.

Discussion: No report was given.

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

Continuing Contracts Candidates for 2013-2014

Information Item
402.751, 12-13

Candidates for continuing contract are listed below. Files for these individuals are available for board members to review in the office of the Provost and Vice President of Academic Affairs. Recommendations for board action regarding continuing contract personnel will be presented at the February 19, 2013, board meeting.

It should be noted that the presentation of this list does not imply a recommendation for continuing contract.

2013-2014 Continuing Contract Candidates

Steven Bingham	Assistant Professor, Fine Arts
Rhonda Felheim	Assistant Professor, Sciences for Health Programs
James Michael Flanagan	Assistant Professor, EMS/Fire Science Programs
Kathleen Gross	Assistant Professor, Nursing Programs
Chihiro Oshima	Assistant Professor, Mathematics
Louise Patterson	Assistant Professor, Nursing Programs
Christopher Raye	Assistant Professor, Social and Behavioral Sciences
Leslie Viguers Rios	Assistant Professor, Sciences for Health Programs
Joshua Watson	Assistant Professor, Zoo Animal Technology
Eugenio Zaldivar	Assistant Professor, Humanities and Foreign Languages

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

Standard Health Sciences Clinical Facilities Agreement with
Southeastern Integrated Medical, PL - Radiography, Diagnostic
Medical Sonography, and Computer Tomography

Information Item
408.2030, 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 Southeastern Integrated Medical, PL for students enrolled in the Santa Fe Radiography, Diagnostic Medical Sonography, and Computer Tomography programs.

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

Fee Waiver Report for Fall Term 2012

Information Item
200.821, 12-13

Pursuant to Rule 7.13, the college grants fee waivers for course fees (excluding technology, transportation, access, lab, and distant learning fees). Below are the waivers granted by the college for the fall term. This report shows the number of students granted waivers, along with the dollar amount waived in each category.

<u>Term - Fall 2012</u>	<u>Number of Waivers</u>	<u>Amount</u>
	<u>Credit</u>	
College Employees	24	\$ 8,563.67
Senior Citizens	33	17,178.21
PSAV	3	1,661.64
State of Florida Employees	105	49,590.54
Purple Heart	5	5,636.07
Dependents of College Employees	10	3,061.86
Dependent of Deceased Law Officer	<u>2</u>	<u>2,490.85</u>
Total	182	\$88,182.84
	<u>Community Education</u>	
College Employee	8	\$ 45.00
Senior Citizens	<u>53</u>	<u>1,144.00</u>
Total	61	\$1,189.00
	<u>Totals</u>	
Credit	182	\$88,182.84
Community Education	61	1,189.00
Total	<u>243</u>	<u>\$89,371.84</u>

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

New Bachelor of Applied Science in Industrial Biotechnology

Information Item
101.87, 12-13

At its April 2012 meeting, the Board of Trustees approved the initial concept of a Bachelor of Applied Science in Industrial Biotechnology degree. At this time, the college has completed its application materials to submit this program to the Division of Florida Colleges.

The Bachelor of Applied Science in Industrial Biotechnology program is proposed to begin fall semester of 2013 according to the authority granted in Florida Statute sections 1007.33 and 1004.875. The new bachelor's degree is specifically designed to articulate with the Associate of Science in Biotechnology and will prepare students to be proficient in the application of biotechnology techniques in an industrial setting. This degree is being proposed in order to meet the growing biotechnology workforce needs for baccalaureate-trained graduates with extensive hands-on training.

The lengthy supplemental appendices referenced throughout this document are available from the Provost's Office.

C O N S E N T

**District Board of Trustees
January 22, 2013**

Agenda Item: 3.1

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

Contract Staff (Faculty)

402.752, 12-13

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

<u>Name</u>	<u>Position</u>
Appointment	
Full time	
Asha Brunings Ph.D., University of Florida	Assistant Professor Microbiology, Sciences for Health Programs
Kimberly Elliott Ph.D., University of Florida	Interim Assistant Professor, Health Services Administration
James Nichols M.A., University of Florida	Interim Assistant Professor, Information Technology Education
William Winkler A.S., Santa Fe College	Interim Assistant Professor, Respiratory Care Department
Part-time	
Karen Arnold	Ryan Keith
Kaleeswari Aruleslvam	Medhat Khedr
Maria Bampasidou	Molly Knisley
Thomas Berson	Heather Land
Dimitri Blondel	Maria Minno
Gustave Borde	Matthew Mingus
Georgie Breville	Tara Moats
Jesse Carroll	Sylvia Noland
Dhruvak Chakravorty	Iulia Posirca
Ingrid Erickson	Tarcha Rentz
Farbod Farkhraee	Jennifer Ross
Anne Faucett	Timothy Ross
Stephen Feagle	Kirsten Rowe
Ronald Gainey	Amy Satterlee
Sarah Giuliani	Franseine Scarlett
Tawanda Gross	Ronna Stevens-Niebel
Daryl Hickman	Carleen Van Sicen
Fraser Houston	Jordan Vinyard
Dwight Hulse	Sonisha Warren
Teresa Jackson	Johnny Williams
Rebecca Jaw	Nancy Wood

Board Action Requested:

Approval

Action: Motion to approve consent items 3.1 through 3.9: Mallini

Second: Woody

Vote: Hudson - yes, Jackson - yes, Lee - yes, McRae - yes, Mallini - yes, Prevatt - yes,
Woody - yes.

C O N S E N T

**District Board of Trustees
January 22, 2013**

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)

411.360, 12-13

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

<u>Name</u>	<u>Position</u>
Technical/Professional Appointment Full Time	
[^] Kimberly Buchholz B.S., Eastern Michigan University	Specialist, Office of Civic Engagement and Service
Richard Jenkins M.S., University of Wyoming	Laboratory Manager, Perry Center Biotechnology Program
[*] Angela McQueen B.A., Saint Leo University	Adult Education and Family Literacy General Education Career Pathways Specialist
Part Time	
Richard Jenkins	Specialist, Science for Health Programs
William Ryan	Specialist, Fine Arts
Joann Stevener	Specialist, Fine Arts
[*] Grant funded	
[^] Funded by student activity and service fees	

Board Action Requested:

Approval

Action: Approved. See item 3.1 (402.752).

C O N S E N T

**District Board of Trustees
January 22, 2013**

Agenda Item: 3.3

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

Career Service Staff

403.501, 12-13

The individuals listed below are being recommended for appointment.

<u>Name</u>	<u>Position</u>
Full Time	
Donald Emory Clayton	Desktop Computer Specialist, Information Technology Service
Jose Gasteazoro	Desktop Computer Specialist, Information Technology Service
Brian Ingram	Desktop Computer Specialist, Information Technology Service
Deborah Singletary	Program Assistant, Perry Center for Emerging Technologies
Sasha Yurke	Administrative Assistant, Office of Admissions
Part Time	
Jesse Golden	Assistant Curator, Zoo

Board Action Requested:

Approval

Action: Approved. See item 3.1 (402.752).

C O N S E N T

**District Board of Trustees
January 22, 2013**

Agenda Item: 3.4

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

Voluntary Cooperation Mutual Aid Agreement with Alachua County Sheriff’s
Office for 2013-2017

408.2032, 12-13

This agreement gives authority to the Alachua County Sheriff’s Office to provide operational support for the purpose of requesting and rendering assistance in law enforcement-intensive situations and emergencies, and for assistance of a routine law enforcement nature that crosses jurisdictional lines.

The terms of the agreement are the same as those currently in force, with a change in the effective date of upon the last signature through January 9, 2017.

Board Action Requested:

Approval

Action: Approved. See item 3.1 (402.752).

C O N S E N T

District Board of Trustees
January 22, 2013

Agenda Item: 3.5

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

CIED License Agreement for Non-Incubating Licensee -
Florida State Senator Rob Bradley

408.2033, 12-13

Santa Fe College's mission includes adding value to the lives of students and enriching the community. SF students, the Gainesville community, and the college are all well served by having easy access to its legislators. To this end, the college would like to provide a small office and access to the meeting rooms at the Center for Innovation and Economic Development (CIED) for Senator Rob Bradley and his legislative assistant to use while serving constituents in Alachua County. The CIED already makes meeting space available to local governmental and elected officials for official business and meetings with constituent groups. The agreement is clear in that the space is not for use for personal activities and/or fundraising.

Board Action Requested:

Approval

Action: Approved. See item 3.1 (402.752).

C O N S E N T

**District Board of Trustees
January 22, 2013**

Agenda Item: 3.6

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

Lydia Stokes Foundation: Displaced Homemakers Program -- Grant

409.1923, 12-13

The purpose of this grant is to help fund the general operating expenses of the Displaced Homemaker Program, which provides without charge services to eligible individuals over 35 years of age who have lost financial support and have been unable to secure adequate employment in Alachua and surrounding counties. Services will be provided through classes and workshops on the topics of job counseling designed for a person entering the job market after a number of years as a homemaker; job training and placement, including employability and basic computer skills; financial management; outreach and information; and educational exploration. This comprehensive program is designed to assist the individual toward independence and economic security.

The amount of funds requested from the Lydia Stokes Foundation is \$8,000, 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 (402.752).

C O N S E N T

District Board of Trustees
January 22, 2013

Agenda Item: 3.7

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

Suwannee River Area Health Education Center, Inc. - Tobacco Training and Cessation (ATTAC) Program -- Grant

409.1924, 12-13

The purpose of this project is to implement a tobacco education and use prevention initiative for future health professionals at Santa Fe College. This project seeks to reduce tobacco use and per capita tobacco consumption among youth, adults, and special populations. This project will train Santa Fe College students enrolled in the Imaging, Cardiovascular Technology, and Respiratory Care programs. Instruction will incorporate the CDC's *Best Practices for Comprehensive Tobacco Control Programs Prevention*, the U.S. Public Health Service's *Clinical Practice Guideline for the Treatment of Tobacco Use and Dependence*, and the cessation, support, and treatment services offered by the *Florida Quit-For-Life-Line*.

The amount of funds requested from the Suwannee River Area Health Education Center, Inc. is \$2,250, 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 (402.752).

C O N S E N T

District Board of Trustees
January 22, 2013

Agenda Item: 3.8

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

Perdido Key Mice Housing and Husbandry Project -- Grant

409.1925, 12-13

The purpose of this project is to assist with Perdido Key Beach mouse recovery. These mice are an endangered species, which Santa Fe College Teaching Zoo is working to conduct research and promote the understanding of the species and their habitat. The U.S. Fish and Wildlife Service will help to fund this effort with the needed supplies and equipment.

The amount of funds requested from the U.S. Department of Interior, through the U.S. Fish and Wildlife Services, is \$2,000, with no matching funds from Santa Fe College. This is year three of a three-year project. Total funding for the three-year project is \$10,000.

Duration of this project is November 15, 2012, through November 15, 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 (402.752).

C O N S E N T

**District Board of Trustees
January 22, 2013**

Agenda Item: 3.9

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

Report of Purchases for November and December 2012

202.596, 12-13

Below are the total amounts and a summary of purchases for the months of November and December 2012.

Purchasing	\$1,498,216.62
Risk Management Consortium	<u>2,422.22</u>
Total	<u>\$1,500,638.84</u>

<u>P.O. No.</u>	<u>Amount</u>	<u>Procurement</u>	<u>Vendor</u>	<u>Class of Item-Department</u>
Y45896 (Fund 7)	\$ 64,061.63	Contract	Mohawk Carpet Group	Building Y Re-Carpet General Maintenance
Y45938 (Fund 1)	\$ 45,059.00	Contract	Dell Marketing	Computers (50) Information Technology
Y45940 (Fund 1)	\$ 47,027.14	Exempt	IBM Corporation	Server Replacement Information Technology
Y45955 (Fund 2)	\$ 217,440.00	Contract	Sumtotal Systems, Inc.	Grant Reimbursement Workforce Florida
Y46147 (Fund 7)	\$ 260,779.50	Contract	Scherer Construction	Food Court AC Replacement General Maintenance
Y46148 (Fund 1)	\$ 40,250.40	Contract	Dell Marketing	Watson Center Laptops Information Technology
Y46149 (Fund 1)	\$ 45,251.00	Exempt	Gradesfirst	QEP Software Quality Enhancement Plan
Y46170 (Fund 1)	\$ 74,201.09	Exempt	WT Cox Subscriptions	Periodicals and Subscriptions Library
Y46219 (Fund 1)	\$ 40,000.00	Exempt	U.S. Postal Service	Bulk Mail Costs Mail
Y46288 (Fund 2)	\$ 35,405.00	Contract	School Board of Bradford County	Grant Reimbursement Perkins Postsecondary Grant
	<u>\$869,474.76</u>			

Purchase orders for previously awarded contracts: 1	Amount: \$ 4,000.00
Y46237 \$4,000.00 Temp Force (Athletics)	

Purchase orders \$0-\$35,000: 437	Amount: \$627,164.08
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Board Action Requested:

Approval of report

Action: Approved. See item 3.1 (402.752).

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

Building K Reroofing Project - Phase III Documents and Guaranteed Maximum Price

412.1106, 12-13

Project Description:

This project involves the design, removal, and replacement of the building K roof and adjoining concourse roof, as it is past its useful life. Core sample testing determined there is no inexpensive recovery alternative. The combined square footage of this project is 45,486. This project is similar in both size and scope to the recent reroofing project on buildings A and D. With over 500,000 square feet of roofs of varying ages on the Northwest Campus, it is imperative that one major roof is replaced each year.

Architect/engineer	Craig Salley, Architect
Contractor/construction manager	Scherer Construction
Uniform building inspector	In-house
Estimated project budget	\$834,356.00
Source of funds	PECO

Project Status:

College staff has reviewed the phase III documents for this project, and has negotiated a guaranteed maximum price in the amount of \$652,365.00 and is requesting the board approve both.

Board Actions Requested:

- A. Approval of the phase III construction documents**
- B. Approval of guaranteed maximum price of \$652,365.00**

Discussion: Mr. Bill Reese, Associate Vice President for Facilities Services, reviewed items 4.1 through 4.3 individually.

Action: Motion to approve items 4.1 through 4.3: Jackson
Second: McRae
Vote: Hudson - yes, Jackson - yes, Lee - yes, McRae - yes, Mallini - yes, Prevatt - yes, Woody - yes.

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

Charles R. and Nancy V. Perry Center for Emerging Technologies Laboratory 412.1107, 12-13
Wing Expansion - Project Closeout and Accept as Complete

Project Description:

This project involved the design and construction of approximately 6,000 gross square feet of expansion to the laboratory wing at the Charles R. and Nancy V. Perry Center for Emerging Technologies in Alachua.

Architect/engineer		Flad & Associates
Contractor/construction manager		PPI Construction Management
Uniform building inspector		In-house
Project budget		\$2,226,667.00
Design	\$ 121,840.00	
Construction	1,988,609.57	
Miscellaneous	<u>23,162.96</u>	
Total cost	\$2,133,612.53	<u>\$2,133,612.53</u>
Project savings		\$ 93,054.47
Source of funds		EDA Grant/Matching Funds

Project Status:

College staff completed a final inspection and received all project closeout documentation and is requesting the board accept this project as complete.

Board Action Requested:

Accept project as complete

Action: Approved. See item 4.1 (412.1106).

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

Fire Alarm System Upgrade Phase III - Closeout and Accept as Complete

412.1108, 12-12

Project Description:

In preparation for the changes resulting from the adoption of the new Florida Building Code and the new School Code, college staff commissioned a study of the college's fire alarm systems. The results of that study identified existing deficiencies and conceptualized an approach for resolution. The entire project involved the upgrade of the college's fire alarm systems. It was divided into three phases. The first two phases, which are complete, addressed deficiencies in the college's existing systems, and developed a reporting network with a new supervisory station placed in the college Police Department. The third phase of this project brought seven of the college's oldest buildings, A, B, F, I, J, K, and L, into compliance with current code phased by date of original occupancy.

Architect/engineer		Affiliated Engineers SE, Inc., Gainesville, Florida
Construction manager/contractor		Charles Perry Partners, Inc., Gainesville, Florida
Building code inspector		In-house
Estimated project budget		\$456,800
Design		\$ 30,444
Construction	\$403,057	
Actual cost	\$433,501	\$433,501
Savings		<u>\$ 23,299</u>
Source(s) of funds		CO&DS

Project Status:

College staff has completed a final inspection on this project and received all closeout documentation and is therefore requesting the board accept this project as complete.

Board Action Requested:

Approval of project as complete

Action: Approved. See item 4.1 (412.1106).

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 December 2012 201.741, 12-13

Fund 1 (Current Unrestricted) Revenue and Expenditure Budget Report for December 2012. The attached Fund 1 (Current Unrestricted) Revenue and Expenditure Budget Report reflects the status of the college in relation to the percentage of unrealized and unencumbered funds as of December 31, 2012.

The following summary provides a comparison of actual revenues and expenditures for 2012-2013 vs. 2011-2012.

	2012-2013		2011-2012	
	<u>Dollar Amount</u>	<u>Percent of Budget</u>	<u>Dollar Amount</u>	<u>Percent of Total Year</u>
Revenue	42,366,949	58.19	42,979,746	58.06
Expenditures	30,778,963	36.91	29,164,671	41.30

Board Action Requested:

Approval of report

Discussion: Mr. Nicol Brooks, Comptroller, reviewed item 5.1.

Action: Motion to approve: Mallini

Second: McRae

Vote: Hudson - yes, Jackson - yes, Lee - yes, McRae - yes, Mallini - yes, Prevatt - yes, Woody - yes.

Revised College Calendar for 2013-2014

414.65, 12-13

The college recently received notice that the date for the University of Florida homecoming has been changed from October 18, 2013, to November 8, 2013. Since the college coordinates its calendar with that of the university, it is requested that the Santa Fe calendar be changed to reflect this new date.

Board Action Requested:

Approval

Action: Motion to approve items 6.1 and 6.2: Jackson

Second: Lee

Vote: Hudson - yes, Jackson - yes, Lee - yes, McRae - yes, Mallini - yes, Prevatt - yes,
Woody - yes.

Revised Educator Preparation Institute Advisory Committee

417.99, 12-13

The individual listed below has agreed to serve on the Educator Preparation Institute Advisory Committee. He is replacing Mr. Rick Ezzell, whose term is effective through June 30, 2013.

New Member

Mr. Earnest Williams, Principal of Bradford Middle School, Starke

Outgoing Member

Mr. Rick Ezzell, Bradford County Public Schools, Starke

Board Action Requested:

Approval

Action: Approved. See item 6.1 (414.65).

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

Combined Operational Assistance and Voluntary Cooperation Mutual Aid Agreement with City of Alachua Police Department

408.2031, 12-12

This agreement gives both the Santa Fe College Police Department and the City of Alachua Police Department authority to provide operational support to the other party for the purpose of requesting and rendering assistance in law enforcement-intensive situations and emergencies, and for assistance of a routine law enforcement nature that crosses jurisdictional lines. Examples of use may include joint investigations, traffic enforcement efforts, and special events. This is a standard mutual aid agreement governed by Florida law and is similar to those we have with other law enforcement agencies. The term ends January 15, 2015.

Board Action Requested:

Approval

Action: Motion to approve items 7.1 through 7.4: Woody

Second: Mallini

Vote: Hudson - yes, Jackson - yes, Lee - yes, McRae - yes, Mallini - yes, Prevatt - yes, Woody - yes.

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

Memorandum of Understanding Regarding Transfer of
Non-Caregiver Abuse Calls with Sheriff of Alachua County

408.2034, 12-13

House Bill 1355 designates the Department of Children and Families (DCF) abuse registry to act as a central repository for all allegations of abuse. Although non-caregiver abuse will now be a mandatory report, DCF will only investigate caregiver abuse allegations. DCF is mandated to forward all allegations of non-caregiver abuse to the appropriate sheriff's office. The sheriff's offices will be responsible for distributing this information to police departments when the allegations are occurring within that police department's jurisdiction. This MOU simply reinforces the roles of the respective law enforcement agencies.

Board Action Requested:

Approval of MOU and authority for Chief Ed Book to execute the MOU on behalf of the Board and the Santa Fe College Police Department

Action: Approved. See item 7.1 (408.2031).

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

Memorandum of Understanding with Peaceful Paths Domestic Abuse Network, Inc. - Use of College Space

408.2035, 12-13

The college will provide Peaceful Paths, a certified domestic abuse network, with the use of space on the Northwest Campus to offer counseling, intake services, training, and violence prevention programs to serve the needs of SF students and employees only. The space allotted for Peaceful Paths is building S, room 121. This is an examination room assigned to the University of Florida Student Health Care Center and will be used by Peaceful Paths during hours in which the Student Health Care Center is not using it. Peaceful Paths will add the college as an additional insured on its general liability policy and maintain coverage as long as this MOU is in force

Peaceful Paths serves survivors of domestic violence in Alachua, Bradford, and Union counties. The organization provides a wide range of services including emergency shelter, transitional housing, crisis hotline, victim advocacy, children's programming, education and training, counseling, support groups, community awareness and intervention, violence prevention programs, and batterer's intervention programming.

Board Action Requested:

Approval

Action: Approved. See item 7.1 (408.2031).

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

Economic Development Administration (EDA) - Bradford County Community Visioning and Economic Development Project -- Grant 409.1926, 12-13

The goal of this project is to develop a comprehensive economic development plan and strategy for rural Bradford County located in rural north central Florida. This project will convene community leaders and stakeholders in a visioning exercise to build consensus leading to a comprehensive economic development plan and strategy for Bradford County. The scope of work will include a visioning and strategic planning project intended to add order, clarity, and structure to concerted efforts to build a stronger economy for Bradford County. A portion of the plan may include expansion of existing community-based entrepreneurship training and business start-up support through incubation, focused job creation, and new programs related to providing a trained workforce.

The amount of funds requested from the U.S. Department of Commerce, Economic Development Administration, is \$42,866, with an in-kind match of \$28,578 from Santa Fe College.

Duration of this project is May 1, 2013, through April 30, 2014.

Operating budget impact: Funds 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 (408.2031).

Santa Fe College Foundation Liaison Update and Board Members' Remarks

Reporting for the Santa Fe College Foundation, Inc., Trustee Mallini stated that February is a very busy month for the Foundation. On February 16 there will be a Hot Rodding for Heroes Classic Auto Tour and Show. The tour begins at Santa Fe at 10 a.m. and arrives at Haile Village Center and Haile Plantation Golf and Country Club at 11 a.m. The proceeds from this event go to the Veterans Bridge Scholarship Fund. He listed the day's events and activities. The President's Dinner is February 22, with a tribute to the Armed Forces that includes a special performance by country music artist Lee Greenwood. All the proceeds from this event will go into the SF Foundation General Scholarship Fund. Trustee Mallini praised Mr. Clemons and his staff for these upcoming events. Mr. Clemons noted that the annual Women of Distinction ceremony is scheduled for March 14 in the Fine Arts Hall starting at 4:30 p.m. The keynote speaker for the event will be Lieutenant Governor Jennifer Carroll.