



**Santa Fe College**  
***District Board of Trustees***

**Minutes of Board Meeting Held June 18, 2013**  
**Wattenbarger Student Services Building, Gainesville, Florida**

---

---

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

Members absent: None

---

---

Chairman 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, Gainesville, Florida, followed by the Pledge of Allegiance.

Action was taken on the agenda items as indicated on the summary sheets. Upon unanimous consent of the board, and for good cause recommended by the board chair, the June 18, 2013, board agenda was amended as follows:

**ADDED:** Item 8.1 - Fifth Amendment to School Affiliation Agreement with North Florida Regional Medical Center, Inc. – RN Specialty Training Program

Dr. Sasser added that as a follow-up from last evening's board budget workshop, handouts were distributed on the proposed Information Technology Plan for 2013-2016, along with Requests for Costs to Continue and Capital Outlay requests. He then asked Mr. Tim Nesler, Interim Associate Vice President for Information Technology Services and Chief Information Officer, to explain the process for the technology plan along with responsibilities of the Information Technology Advisory Committee members. Mr. Nesler distributed a list of the IT advisory committee members and noted that there are 30-35 members who represent the entire college population. He added that every year the committee evaluates current trends and issues, then puts forward an information technology plan, which outlines goals and initiatives, key drivers, new and expanded projects, and priorities and resources. Among these are five goals. Goals one through four use information technology to support college goals for access and outreach, delivery alternatives, educational programs, student affairs, human resources, college resources and sustainability; only goal five directly supports technology. He then explained the process for how information is received college-wide and planning is initiated by the advisory committee. The information is then submitted to Resource and Planning Committee, and forwarded on to the president's staff and then to budgeting. He noted that security of the infrastructure is priority and ten top security issues have been identified by IBM in performing a security assessment as part of its contract with the Florida College System. After a lengthy discussion, Dr. Armour, Vice President for Assessment, Research, and Technology, said the college has contracted with Garnter, Inc., whose representatives visited with Dr. Sasser, vice presidents, and IT staff members to gather information regarding college priorities and challenges, and to give an objective look at Santa Fe IT organization and governance in order to understand which areas work well and which need improvement. Their final report with recommendations will be ready in a couple of weeks. Dr. Sasser then gave a brief overview of the handouts on Requests for Costs to Continue and Capital Outlay requests.

The meeting adjourned at 5:00 p.m.

---

Board Chair

---

Jackson N. Sasser  
Secretary to the Board



**The District Board of Trustees  
Santa Fe College, Florida  
Board Meeting of June 18, 2013, at 4 p.m.  
Wattenbarger Student Services Building, Gainesville, Florida**

---

**Amended Agenda**

---

**Adoption of Agenda**

**Agenda Item: 1.1  
418.513, 12-13**

1. General Functions

Pledge of Allegiance

- 1.1 Adoption of Agenda for Board Meeting of June 18, 2013
- 1.2 Approval of Board Meeting Minutes of May 21, 2013
- 1.3 Board Meeting Schedule for 2013-2014

2. Information Items

- 2.1 President's Report
- 2.2 Strategic Planning
- 2.3 Organization of the Board for 2013-2014
- 2.4 Amended Rule 7.19: Graduation with Honors
- 2.5 Interinstitutional Articulation Cooperative Agreements for Career Pathways with the School Boards of:
  - Bradford County
  - Columbia County
  - Gilchrist County
  - Levy County
- 2.6 Proposed International Studies Certificate

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
- 3.5 Salary Schedule for 2013-2014

Agreements, Grants

- 3.6 North Central Florida Educational Talent Search Project -- Grant
- 3.7 Student Support Services -- Grant
- 3.8 Upward Bound Program -- Grant
- 3.9 Title VI-A - Undergraduate International Studies and Foreign Language Program -- *Opening Doors to Asia* -- Grant

Finance Items

- 3.10 Report of Purchases for May 2013

4. Facilities Items
  - 4.1 Annual Capital Improvement Plan
5. Rules
  - 5.1 Amended Rule 7.11: Student Fees and Refunds
6. Finance Items
  - 6.1 Fund 1 (Current Unrestricted) Revenue and Expenditure Budget Report for May 2013
  - 6.2 Approval of 2013-2014 Operating Budget
  - 6.3 Approval of 2013-2014 Unexpended Plant Fund Budget (Fund 7)
  - 6.4 Permission to Write Off Uncollectible Accounts
  - 6.5 User Fees and Fines Schedule
  - 6.6 Addendum to Contract of Employment for Executive Director of Florida College System Risk Management Consortium
7. General Institutional Items
  - 7.1 Advisory Committee Appointments for:
    - Automotive Technology
    - Cardiovascular Technology
    - Dental Programs
    - Educator Preparation Institute
    - Emergency Medical Services
    - Information Technology Education
  - 7.2 Acceptance of Independent Auditors' Report for Santa Fe College Foundation
  - 7.3 Direct Support Organization Certification of Santa Fe College Foundation Activity
  - 7.4 Approval of Expenditure of Nursing Equipment Fund - Other Health Related Programs
  - 7.5 Approval of Expenditure of Nursing Equipment Fund
  - 7.6 Deletion of Courses Not Taught in the Last Five Years
8. Agreements/Grants
  - 8.1 Fifth Amendment to School Affiliation Agreement with North Florida Regional Medical Center, Inc. - RN Specialty Training Program **(Added)**
  - 8.2 General Program Support for the Fine Arts Department and Cultural Programs -- Grant
  - 8.3 Smart Investing @ Your Library Grant - Financial Literacy Program -- Grant
  - 8.4 Transition Programs for Students with Intellectual Disabilities (TPSID) - Project SAINT: Student Access and Inclusion Together -- Grant
9. Santa Fe College Foundation Liaison Update and Board Members' Remarks
10. Citizen's Requests
11. Adjournment

Discussion: Upon unanimous consent of the board, and for good cause recommended by the board chair, the board agenda was amended to add item 8.1 to the agenda. Then Chairman 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 amended.

Action: Motion to approve the agenda as amended: Woody

Second: Lee

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

**Board Action Requested:**

**Approval**

---

Approval of Board Meeting Minutes of May 21, 2013

401.503, 12-13

---

The minutes of the regular meeting of the District Board of Trustees of Santa Fe College held May 21, 2013, are presented for approval.

**Board Action Requested:**

**Approval**

Action: Motion to approve: Jackson

Second: Woody

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

---

Board Meeting Schedule for 2013-2014

416.129, 12-13

---

Below is the proposed schedule of the Board of Trustees meetings for the 2013-2014 year. All meetings begin at 4 p.m. and are scheduled for the third Tuesday of the month.

**2013-2014 Board Meeting Schedule**

July 16, 2013	Watson Center
August	No Meeting
September 17, 2013	NW Campus
October 15, 2013	Perry Center
November 19, 2013	Andrews Cultural Center
December	No Meeting
January 21, 2014	NW Campus
February 18, 2014	Blount Center
March	No Meeting
April 15, 2014	Andrews Cultural Center
May 20, 2014	NW Campus
June 17, 2014	NW Campus
July 15, 2014	Watson Center

**Board Action Requested:**

**Approval**

Action: Motion to approve: McRae

Second: Woody

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

---

President's Report

Information Item

---

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

Dr. Sasser noted that the next board meeting is July 16 at the Watson Center.

---

Strategic Planning

Information Item  
419.11, 12-13

---

Dr. Lisa Armour, Vice President for Assessment, Research, and Technology, and Dr. Rhonda Morris, Director for the Quality Enhancement Plan, gave a status report on the implementation of the Quality Enhancement Plan. Dr. Armour reminded the board that Navigating the College Experience (NCE) is a project designed to significantly improve the environment supporting student learning at Santa Fe. The college anticipates that targets set for increased persistence and success in NCE-designated classes (ENC0025, ENC1101, MAT0028, and MAT 1033) will be significantly impacted by SB 1720, which exempts a large portion of students from placement testing and college prep courses, allowing even those students in need of remediation to enter college-level gateway courses such as ENC 1101 and MAT 1033. NCE will provide some additional support to students in the gateway classes identified by the state who may struggle as a result of being placed in challenging college courses without having learned how to be successful college students. The fall launch of the project includes implementation of an early academic warning system using GradesFirst retention software.

In support of the increased responsibilities of academic advisors (particularly AA and prep advisors) to intervene with at-risk students, the college offered a series of professional development workshops throughout the spring. This fall, faculty engaged with NCE will be offered professional development to strengthen classroom/instructional practices that intentionally elicit behaviors associated with student engagement and academic perseverance. The college is also developing a comprehensive, interactive resource tool to allow students to search for resources to help them meet or resolve challenges either in conjunction with an advisor or on their own.

Dr. Morris added that throughout the upcoming year, the college will be working on the second NCE initiative, progressive advisement, to ensure that the college's initial interactions with students set them on a clear academic pathway with a personalized academic plan. College processes are being refined to identify strategic points when advisors should interact proactively with students to offer guidance in support of academic success. Plans are to fully implement progressive advisement in 2014-2015.



---

Organization of the Board for 2013-2014

Information Item  
416.130, 12-13

---

Chair Hudson asked Trustee Mallini to serve as the nominating committee for the 2013-2014 board organization. Trustee Mallini agreed to serve in this capacity.

---

Amended Rule 7.19: Graduation with Honors

Information Item  
410.472, 12-13.

---

Santa Fe College began offering baccalaureate degrees in 2008 and had its first baccalaureate students graduate in the fall of 2010. Rule 7.19, which stipulates the conditions under which students may graduate with honors, currently only recognizes Associate of Arts and Associate in Science graduates. The proposed rule change would enable the college to recognize the achievements of all its degree seeking students who have graduated with a 3.5 GPA or higher by awarding them the distinction of graduation with honors.

Discussion: Dr. Bonahue, Provost and Vice President for Academic Affairs, said regarding item 2.6 the college continues to pursue its mission-related goal of internationalizing the curriculum. During 2012-2013 an interdisciplinary team of faculty and staff proposed an international certificate program that is intended to encourage and recognize students for international coursework. Students are encouraged to pursue study in foreign languages in a variety of international coursework and in other international activities. Students who complete the work will receive a special certificate and a transcript notation acknowledging their concentration in this area.

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

---

Interinstitutional Articulation Cooperative Agreements for Career Pathways  
with the School Boards of:  
Bradford County  
Columbia County  
Gilchrist County  
Levy County

Information Item  
408.2065, 12-13

---

The A.S. degree 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 boards of the following counties: Bradford, Columbia, Gilchrist, and Levy.

School Board of Bradford County

- |   |   |
|---|---|
| 1. Automotive Service Technology Certificate  | - Automotive Service Technology (secondary)                   |
| 2. Automotive Service Technology Certificate  | - Automotive Service Technology (postsecondary)               |
| 3. Building Construction Technology A.S.  | - Building Construction (secondary)                           |
| 4. Building Construction Technology A.S.  | - Building Construction (postsecondary)                       |
| 5. Networking Services Technology A.S.<br>Information Technology Management Certificate<br>Crime Scene Technician Certificate | - Computer Systems and Information Technology (secondary)     |
| 6. Networking Services Technology A.S.<br>Information Technology Management Certificate<br>Crime Scene Technician Certificate | - Computer Systems and Information Technology (postsecondary) |
| 7. Dental Assisting Certificate<br>Dental Hygiene A.S.  | - Dental Aide   |
| 8. Digital Media Technology A.S.  | - Digital Design  |
| 9. Graphic Design Technology A.S.   | - Digital Design  |
| 10. Computer Programming and Analysis A.S.  | - Digital Design  |
| 11. Early Childhood Education A.S.<br>Early Intervention Certificate  | - Early Childhood Education (secondary)                       |
| 12. Early Childhood Education A.S.<br>Early Intervention Certificate  | - Early Childhood Education (postsecondary)                   |
| 13. Biotechnology Laboratory Technology A.S.  | - Industrial Biotechnology                                    |
| 14. Automotive Service Technology Certificate   | - Medium and Heavy Duty Bus and Truck Technician              |
| 15. Biotechnology Laboratory Technology A.S.  | - Nursing Assistant   |

- 16. Cardiovascular Technology A.S.  
Nuclear Medicine A.S.  
Respiratory Care A.S.  
Radiography A.S. - Nursing Assistant
- 17. Nursing A.S. - Nursing Assistant
- 18. Practical Nursing Certificate - Nursing Assistant
- 19. Surgical Technology Certificate - Nursing Assistant

School Board of Columbia County

- 1. Dental Assisting Certificate  
Dental Hygiene A.S. - Dental Aide
- 2. Cardiovascular Technology A.S.  
Nuclear Medicine A.S.  
Radiography A.S. - Nursing Assistant

School Board of Gilchrist County

- 1. Health Services Management A.S. - Administrative Office Specialist
- 2. Legal Assisting A.S. - Administrative Office Specialist
- 3. Dental Hygiene A.S. - Dental Laboratory Assisting
- 4. Biotechnology Laboratory Technology A.S. - Nursing Assistant
- 5. Cardiovascular Technology A.S.  
Nuclear Medicine Technology A.S.  
Radiography A.S. - Nursing Assistant
- 6. Surgical Technology Certificate - Nursing Assistant
- 7. Biotechnology Laboratory Technology A.S. - Agricultural Biotechnology

School Board of Levy County

- 1. Building Construction Technology A.S. - Building Construction  
Technology
- 2. Dental Hygiene A.S. - Dental Aide
- 3. Digital Media Technology A.S. - Digital Design
- 4. Biotechnology Laboratory Technology A.S. - Nursing Assistant
- 5. Cardiovascular Technology A.S.  
Nuclear Medicine A.S.  
Respiratory Care A.S. - Nursing Assistant

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

---

Proposed International Studies Certificate

Information Item  
100.26, 12-13

---

The college pursues its mission-related goal of internationalization through various means: by recruiting and enrolling international students that diversify the student body, by offering for-credit study-abroad programs to students in many areas of curriculum, by providing international professional development opportunities for faculty and staff, and, most importantly, by internationalizing the curriculum. During 2012-13, an interdisciplinary team of faculty and staff proposed an international certificate program that is intended to encourage and recognize student in international coursework. As formulated in the current proposal, students will be encouraged to pursue study in foreign languages, in a variety of international coursework, and in other international activities. Students who complete a substantial body of work will receive a special certificate and a transcript notation, acknowledging their concentration in this area.

## CONSENT

District Board of Trustees  
June 18, 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)

402.757, 12-13

---

The individuals listed below are being recommended for appointment for 2013-2014 or a portion of 2012-2013 as stated in the individual employee's contract.

### Appointment

#### Full Time

<u>Name</u>	<u>Position</u>
George Clay Arnold <i>M.A., University of Florida</i>	Assistant Professor, English
Akilah Brown <i>Admitted to Candidacy, University of Florida</i>	Assistant Professor, English
Matthew Carrigan <i>Ph.D., University of Florida</i>	Assistant Professor, Biology
Julia Carson <i>B.S., University of Florida</i>	Assistant Professor, Dental Assisting
Arthur Grant <i>B.S., University of Phoenix</i>	Assistant Professor, Construction and Technical Programs (Air Conditioning)
Vincent LoCascio <i>M.A.T., University of Florida</i>	Assistant Professor, Mathematics
Nare Mautjana <i>Ph.D., University of Florida</i>	Assistant Professor, Chemistry
Joseph Mousel <i>M.S., University of Montana</i>	Assistant Professor, Mathematics
David Pfahler <i>Admitted to Candidacy, University of Florida</i>	Assistant Professor, Chemistry
Sindia Rivera-Jimenez <i>Ph.D., University of Puerto Rico</i>	Assistant Professor, Chemistry

#### Part Time

Don Aycock	James Maissen
Amanda Barrett	Scott Meffen
Luhr Beckmann	Michael Morse
Beth-Ann Blue	Barry Nason
Micah Daw	Robert Parker
Andrew Douglas	Kayla Reigner
Sarah Evans	Carey Schacht
Stephen Hayes	Jennifer Seavey
James Howard	Amy Voss
Brittany Juraszek	Aaron Wagle
Larry Keen	Victoria Young
Clea Lauriault	

**Board Action Requested:**

**Approval**

Action: Motion to approve consent items 3.1 through 3.10: McRae  
Second: Woody  
Vote: Hudson - yes, Jackson - yes, Lee - yes, McRae - yes, Mallini - yes, Oody - yes,  
Prevatt - yes, Woody - yes.

## C O N S E N T

District Board of Trustees  
June 18, 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)

411.364, 12-13

---

The individuals listed below are being recommended for appointment for 2013-2014 or a portion of 2012-2013 as stated in the individual employee's contract.

**Technical/Professional  
Appointment  
Part Time**

<u>Name</u>	<u>Position</u>
* Emilio Bruna	Specialist, Economics
Byron Dyce	Specialist, Office of Diversity
Alexander Green	Specialist, Office of Diversity
^ Kaitlyn Hosticka	Specialist, Student Life
* Yvonne Hughes	Specialist, Center for Excellence
Michele Lee	Specialist, Advisement
William Triggs	Specialist, Fine Arts
* Rachel Evans	Specialist, Upward Bound
* Grant funded	
^ Funded by student activity and service fees	

**Board Action Requested:**

**Approval**

Action: Approved. See item 3.1 (402.757).



## C O N S E N T

District Board of Trustees  
June 18, 2013

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

404.416, 12-13

---

The individuals listed below are being recommended for appointment for 2013-2014 or a portion of the 2012-2013 year as stated in the individual employee's contract.

### **Community Education**

<u>Name</u>	<u>Position</u>
David Bennett	College for Kids, Music
Jennifer Bennett	College for Kids, Art and Computer Graphics
Sarah Eiland	College for Kids, Astronomy 101
Sascha Ford	College for Kids
Monique Moss	College for Kids, Counselor in Training
Karen Muratti	College for Kids
Leslie White	College for Kids
James Weichold	College for Kids, Astronomy
Candace Woloshchuk	College for Kids, Decorative Painting

### **Board Action Requested:**

#### **Approval**

Action: Approved. See item 3.1 (402.757).

**C O N S E N T**

**District Board of Trustees  
June 18, 2013**

**Agenda Item: 3.4**

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

---

Career Service Staff

403.505, 12-13

---

The individual listed below is being recommended for appointment.

**Appointment**

**Part Time**

Name

Position

Renee Lee

Police Officer, Santa Fe College Police Department

**Board Action Requested:**

**Approval**

Action: Approved. See item 3.1 (402.757).

## CONSENT

District Board of Trustees  
June 18, 2013

Agenda Item: 3.5

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

---

Salary Schedule for 2013-2014

405.107, 12-13

---

The proposed 2013-2014 salary schedule is submitted for review and approval by the board. The Santa Fe College salary schedule is established annually. The president recommends this schedule to the District Board of Trustees at the June board meeting, and once adopted, it becomes the sole instrument used in determining employee compensation.

**Board Action Requested:**

**Approval**

Action: Approved. See item 3.1 (402.757).

## C O N S E N T

District Board of Trustees  
June 18, 2013

Agenda Item: 3.6

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

---

North Central Florida Educational Talent Search Project -- Grant

409.1946,12-13

---

The purpose of this project is to provide educational services and information to 700 low-income, potential first-generation college students in grades 8-12 in order to encourage them to complete high school and enroll in postsecondary education. Santa Fe College, College of Central Florida, and Florida Gateway College have developed a consortium for the purpose of implementing the project in concert with local school districts. This is year two of a five-year project.

The amount of funds requested from the U.S. Department of Education, Office of Postsecondary Education, for the second year is \$306,345, with no matching funds from Santa Fe College. Total funding for the five-year project will be approximately \$1.53 million.

Duration of this project is September 1, 2013, through August 31, 2014.

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 (402.757).

## C O N S E N T

District Board of Trustees  
June 18, 2013

Agenda Item: 3.7

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

---

Student Support Services -- Grant

409.1947, 12-13

---

The purpose of this project is to provide supplementary support services to low-income, first-generation, or disabled college students in order to increase student success as measured by retention, graduation, and transfer rates. Individual counseling, tutoring, and other extensive work in the basic academic subjects (mathematics, sciences, reading, and writing) will be the substance of the program. An additional part of the program includes a 2-year/4-year initiative section, the purpose of which is to assist Santa Fe College project students in securing admission and financial assistance for enrollment in four-year institutions of higher education. This is year four of a five-year project. This project will serve approximately 200 students per year.

The amount of funds requested from the U.S. Department of Education, Office of Postsecondary Education, is \$275,772, with an in-kind match of \$19,327 from Santa Fe College. Total funding for the five-year project is approximately \$1.41 million.

Duration of this project is September 1, 2013, through August 31, 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 3.1 (402.757).

## CONSENT

District Board of Trustees  
June 18, 2013

Agenda Item: 3.8

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

---

Upward Bound Program -- Grant

409.1948, 12-13

---

The purpose of this project is to supplement and enrich participants' academic skills and provide personal motivation to complete high school and to enter and complete a program of postsecondary education. The project will serve at least 63 participants each year from Newberry High School and Bradford High School. Students will participate in an academic year component consisting of tutoring; supplemental instruction; and academic, career, and personal counseling, in addition to a six-week non-residential summer enrichment component. This is year four of a four-year project.

The amount of funds requested from the U.S. Department of Education, Office of Postsecondary Education is \$262,904 for year-four funding, with no matching funds from Santa Fe College. Estimated total funding for the entire four-year period is \$1.09 million.

Duration of this project is September 1, 2013, through August 31, 2014.

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 (402.757).

## CONSENT

District Board of Trustees  
June 18, 2013

Agenda Item: 3.9

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

---

Title VI-A - Undergraduate International Studies and Foreign Language  
Program - *Opening Doors to Asia* -- Grant

409.1949, 12-13

---

The purpose of this project is to strengthen and expand Santa Fe's Chinese foreign language program and to integrate the current two-semester language-culture sequence into both a proposed International Studies Certificate in SF's Associate of Arts degree general education curriculum and the Chinese study-abroad program at Beijing Union University. This includes strengthening 1) SF's Chinese language-culture studies, 2) social science and business studies, and 3) overseas experiential learning. Funds requested will support development of five new courses and revision of fifteen general education courses; two new and two revised courses in Chinese; professional development opportunities through a college-wide International Speaker Series; faculty mini-grants for travel; development of new internships in China and a new study-abroad program in India; and a K-12 teacher workshop series for teachers of foreign languages and international studies. This is year two of a two-year project.

The amount of funds requested from the U.S. Department of Education, Office of Postsecondary Education, for the second year is \$109,437, with matching funds from existing college budgets of \$138,893 from Santa Fe College. Total funding for the two-year project is \$216,773.

Duration of this project is September 1, 2013, through August 31, 2014.

Operating budget impact: College matching resources 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 3.1 (402.757).

**C O N S E N T**

**District Board of Trustees  
June 18, 2013**

**Agenda Item: 3.10**

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

Report of Purchases for May 2013

202.600, 12-13

Below are the total amounts and a summary of purchases for the month of May 2013.

Purchasing	\$1,261,982.92
Risk Management Consortium	<u>0.00</u>
<b>Total</b>	<b><u>\$1,261,982.92</u></b>

<u>P.O. No.</u>	<u>Amount</u>	<u>Procurement</u>	<u>Vendor</u>	<u>Class of Item-Department</u>
Y47580 (Fund 1)	\$ 47,066.00	Bid	Intermed Ultrasound, Inc.	Ultrasound Machines (2) Cardiovascular Technology
Y47608/Y47609 (Fund 1)	\$ 73,537.50	Exempt	Kaplan Higher Education	Testing Materials Nursing
Y47622 (Fund 1)	\$ 46,052.00	Contract	Dell Marketing	Classroom Video Conferencing Software/Maintenance/Installation Information Technology
Y47623 (Fund 1)	\$ 35,764.58	Contract	Dell Marketing	Classroom Video Conferencing Hardware Information Technology
Y47680 (Fund 1)	\$ 93,914.88	Contract	Dell Marketing	Computers (96) Information Technology
Y47894 (Fund 7)	\$ 73,366.00	Bid	Nets Unlimited, Inc.	Netting Gibbons Exhibit
	<u>\$ 369,700.96</u>			

Purchase orders for previously awarded bids/contracts: 6	Amount: \$ 43,087.40
5 Temp Force (\$14,512.40)	
1 Medcorp, LLC (\$28,575.00) for Ultrasound machine (part of bid)	

Purchase orders \$0-\$35,000: 494	Amount: \$849,194.56
-----------------------------------	----------------------



Agenda Item 3.10  
June 18, 2013  
Page 2

**Board Action Requested:**

**Approval of report**

Action: Approved. See item 3.1 (402.757).

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

---

Annual Capital Improvement Plan

412.1112, 12-13

---

Each year every Florida college is required to complete a five-year Capital Improvement Plan (CIP) identifying the need for construction of new educational facilities, as well as major additions, renovations, or repairs necessary to extend the useful life of buildings. Projects included on the plan must be based on the institution's most recent Educational Plant Survey. The Capital Improvement Plans are reviewed by the Division of Florida College's staff and recommendations are made to fund specific projects within the limits of available funds earmarked for public educational facilities.

Attached is the Capital Improvement Plan (CIP-2 Summary) for Santa Fe based on the 2011 Educational Plant Survey. This will be the legislative funding request for 2014-2015 PECO funds that covers proposed renovation, remodeling, and new construction for the next five years. Since this is an annual report, modifications can be made to the rolling five-year plan each year. It is requested that the board approve this plan for submission to the Florida College System.

**Board Action Requested:**

**Approval of Capital Improvement Plan**

Discussion: Mr. Bill Reese, Associate Vice President for Facilities Services, reviewed item 4.1.

Action: Motion to approve: Mallini

Second: Lee

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

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

---

Amended Rule 7.11: Student Fees and Refunds

410.473, 12-13

---

This rule will be discussed at the board workshop, then presented for approval at the board meeting.

**Board Action Requested:**

**Approval**

Discussion: Ms. Ginger Gibson, Vice President for Administrative Affairs and CFO, stated the college would like to move forward with the recommendations that were submitted at the board budget workshop, pending any changes from the state, in which case any adjustments would be made in accordance with a directive from the state.

Action: Motion to approve: Lee

Second: Woody

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

***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 May 2013

201.748 12-13

---

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 May 31, 2013.

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	68,028,632	93.43	69,027,305	93.25
Expenditures	57,772,537	69.27	55,873,787	79.12

**Board Action Requested:**

**Approval of report**

Discussion: Ms. Ginger Gibson, Vice President for Administrative Affairs and CFO, reviewed items 6.1 through 6.6 individually.

Action: Motion to approve items 6.1 through 6.6: McRae

Second: Woody

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

District Board of Trustees  
June 18, 2013

Agenda Item: 6.2

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

---

Approval of 2013-2014 Operating Budget

201.749, 12-13

---

The college Operating Budget has been presented and reviewed by the board at the annual budget workshop.

**Board Action Requested:**

**Approval of 2013-2014 Operating Budget**

Action: Approved. See item 6.1 (201.748).

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

---

Approval of 2013-2014 Unexpended Plant Fund Budget (Fund 7)

201.750, 12-13

---

Following the close of accounting records for fiscal year 2012-2013, the Unexpended Plant Fund budget (Fund 7) can be prepared. That budget will be presented for board approval at its September 2013 meeting. In the meantime, board approval is requested to expend from the Unexpended Plant Fund beginning July 1, 2013, as follows:

Projects approved in the 2012-2013 budget to the extent of balances carried forward, including interest and energy rebate earnings through June 30, 2013, at June 30

Projects for which PECO (Public Education Capital Outlay) funds were appropriated by the 2013 Florida legislature, i.e.:

General Maintenance	\$1,262,836
---------------------	-------------

**Board Action Requested:**

**Approval of budget**

Action: Approved. See item 6.1 (201.748).

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

Permission to Write Off Uncollectible Accounts

200.828, 12-13

The college requests permission to write off the accounts listed below as uncollectible. All of these accounts are at least one year past due and, where appropriate, students' records will continue to be flagged, which will stop registration and other activity until any student write-off amount is repaid.

<u>Type</u>	<u>Amount Requested to Write Off</u>	<u>Total Amount Awarded in 2011-2012</u>	<u>Percentage of Award Amount to be Written Off</u>
<b>Other Uncollectible Accounts</b>			
Returned Check/Charges	\$2,411.69	N/A	N/A
Miscellaneous Non-Student Receivables	1,280.20	N/A	
Little School	4,718.38	\$461,389.17	1.02%
<b>Total Other Write-Offs</b>	<b>\$8,410.27</b>		<b>N/A</b>
<b>Student Accounts</b>			
<b>Short-Term Loans</b>			
Regular	\$5,619.16	\$377,509.00	1.49%
Tuition	2,383.81	4,672.07	51.02%
<b>Accounts Receivable</b>			
Title IV	\$381,030.32		
Financial Aid Repayments	90,884.98		
Bright Futures	11,883.71		
<i>Subtotal Federal and State A/R</i>	\$483,799.01	\$65,203,387.86	0.74%
<b>Tuition Deferments</b>			
Financial Aid Deferment	\$216,512.70	\$19,019,095.05	1.14%
Veterans Deferment	71,904.68	304,225.12	23.64%
Miscellaneous Deferment	48,739.48	N/A	N/A
<b>Total Student Write-Offs</b>	<b>\$828,958.84</b>	<b>\$84,908,889.10</b>	<b>0.98%</b>

**Board Action Requested:**

**Approval to Write Off Uncollectible Accounts**

Action: Approved. See item 6.1 (201.748).

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

---

User Fees and Fines Schedule

200.829, 12-13

---

Sections 1009.22(9) and 1009.23(12)(a), Florida Statutes, provide that each board of trustees is authorized to establish fee schedules for user fees and fines (charged to students and the community). Attached is a schedule of all the fees charged by college, with board action requested per fee. Approval of the attached Schedule of User Fees and Fines is requested.

**Board Action Requested:**

**Approval of User Fees and Fines Schedule**

Action: Approved. See item 6.1 (201.748).



---

Addendum to Contract of Employment for Executive Director of Florida  
College System Risk Management Consortium

---

408.2064, 12-13

Santa Fe College acts as fiscal agent for the Florida College System Risk Management Consortium (FCSRMC) and serves as the employer of assigned personnel. Pursuant to the Salary Schedule, the FCSRMC Operations Committee board approved on May 30, 2013, a recommendation for additional employment terms for the executive director as outlined in the attached Addendum to Contract of Employment for Executive Director. These additional terms were approved by the Council of Presidents on June 7, 2013. This addendum has been reviewed by the college's General Counsel, Human Resources, and Vice President for Administrative Affairs, and is recommended for approval. The effective date of the addendum is July 1, 2013.

**Board Action Requested:**

**Approval of Addendum to Contract of Employment for Executive Director**

Action: Approved. See item 6.1 (201.748).

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

---

Advisory Committee Appointments for: 417.100, 12-13  
Automotive Technology  
Cardiovascular Technology  
Dental Programs  
Educator Preparation Institute  
Emergency Medical Services  
Information Technology Education

---

The advisory committee appointments are being recommended to the board effective July 1, 2013, through June 30, 2015. All individuals have been contacted and have agreed to serve for the two-year period.

**Automotive Technology**

New

Mr. Steve Tillman, Technician, City of Gainesville Fleet Management, Gainesville

Renew

Mr. Steve Brotherton, Continental Imports, Gainesville

Mr. Ken Creel, AERSI, Gainesville

Mr. Wes Hoy, Engineer, Proctor Engineering, Alachua

Mr. Dave Mays, Dave Mays Automotive, Gainesville

Mr. Frank McGeown, Star Import Service, Inc., Gainesville

Mr. Duane Mott, Service and Parts Manager, Beck Chrysler/Jeep/ Dodge of Starke, Starke

Mr. Jon Priest, Director, UF Fleet Maintenance, Gainesville

Ms. Fran Ricardo, Gainesville

Mr. Irvin Scott, Technician, Palm Gainesville Chevrolet, Gainesville

Mr. Phil Snyder, Williston

Mr. Chris Vought, Technician, BMW of Gainesville, Gainesville

Outgoing

Mr. Chester Cowart, Archer

Ms. René Morris, Service Director, Mercedes of Gainesville, Gainesville

**Cardiovascular Technology**

New

Ms. Iris Alexander, Cardiovascular Manager, St. Joseph's Hospital, Tampa

Mr. Rudy Atkinson, Echo Lab, Ocala Regional Medical Center, Ocala

Ms. Ivy Barron, Cath Lab Manager, Cardiac and Vascular Institute, Gainesville

Mr. Joseph Belgrade, Santa Fe College, Gainesville

Ms. Tammy Brinkman, Cardiovascular Manager, Institute of Cardiovascular Excellence, Ocala

Mr. Don Chapman, Cardiovascular Program Coordinator, North Florida/South Georgia Veterans Administration Medical Center, Gainesville

Mr. Jeevs Chittor, Echo Lab, Florida Hospital Flagler, Palm Coast

Mr. Eugene Claudio, Cardiovascular Manager, Munroe Regional Medical Center, Ocala

Mr. Steve DeCubellis, Newberry

Ms. Kristen Hickey, Cardiovascular Manager, South Seminole Hospital, Longwood

Cardiovascular Technology, New Members, cont.

Ms. Stacey Holton, Cath Lab Manager, Capital Regional Medical Center, Tallahassee

Ms. Heather Hushelpeck, Gainesville

Ms. Ruby Lara, Echo Lab, Wolfson Children's Hospital, Jacksonville

Ms. Judi Marcinell, Cardiovascular Manager, Flagler Hospital East, St. Augustine

Ms. Cheryl Oplt, Halifax Medical Center, Daytona Beach

Mr. Cary Preston, Echo Lab, St. Vincent's Medical Center Southside, Jacksonville

Ms. Melaine Reynolds, Cardiovascular Manager, Flagler Hospital South, Orlando

Ms. Marti Robertson, Echo Lab, Cardiac and Vascular Institute, Gainesville

Mr. Kevin Robinson, Echo Lab, St. Vincent's Riverside, Jacksonville

Mr. Frank Romanow, Cardiovascular Manager, Baptist Medical Center, Jacksonville

Renew

Mr. Matthew Allen, Vascular Technologist, Shands at UF, Gainesville

Dr. Mark Barrow, Melrose

Ms. Kerry Chancey, Santa Fe College, Gainesville

Ms. Sandra Daughtry, Director, Non-Invasive Cardiology, North Florida Regional Medical Center, Gainesville

Ms. Lila DeCubellis, Santa Fe College, Gainesville

Ms. Jennifer Dorsey, Echo Technologist, North Florida/South Georgia Veterans Administration Medical Center, Gainesville

Mr. Jeff Farrar, Echo Lab, Shands at UF, Gainesville

Ms. Carol Floyd, Cardiovascular Manager, Shands Hospital, Gainesville

Dr. Edward Geiser, Gainesville

Ms. Sandra Hart, Munroe Regional Medical Center, Ocala

Ms. Donna Hendeles, Veterans Administration Medical Center, Gainesville

Ms. Lori McCormick, Veterans Administration Medical Center, Gainesville

Dr. Scott Medley, Gainesville

Ms. Gloria Nolan, Cath Lab Director, Ocala Regional Medical Center, Ocala

Mr. Eddie Sanchez, Accusan Imaging, Gainesville

Ms. Carla Schmidt, Lead Technologist, Cardiac Cath Lab, Shands at UF, Gainesville

Mr. Todd Smith, Echocardiography, Mayo Clinic, Jacksonville

Ms. Reida Squires, Director, Cardiovascular Lab, North Florida Regional Medical Center, Gainesville

Mr. Danny Stevenson, Cardiovascular Technologist, Cardiac Cath Lab, Shands at UF, Gainesville

Mr. Michael Wehrl, Cardiovascular Technologist, Lake City Medical Center, Lake City

Mr. Jeffrey Wright, Echo/Vascular Technologist, North Florida Regional Medical Center, Gainesville

Mr. Rusty Yates, Philips Medical Systems, Hampton

Outgoing

Dr. Bill Crass, Micanopy

Ms. Debbie Creighton, Biosense Webster Company, Plantation

Mr. Brad Green, Shands at UF, Starke

Dr. Eloise Harman, Chief, Pulmonary and Critical Care Medicine, Shands at UF, Gainesville

Mr. Roger Walker, Director, Cardiovascular Services, Capital Regional Medical Center, Tallahassee

Ms. Ericka Moore, Echo/Vascular Technologist, North Florida Regional Medical Center, Gainesville

**Dental Programs**

Renew

Ms. Sharon Cooper, Dental Hygienist, University of Florida College of Dentistry, Gainesville

Dental, Renew, cont.

Dr. Brian Decker, Gainesville

Ms. Mignon Farmer, Dental Assistant, Lake City

Dr. Timothy Garvey, University of Florida College of Dentistry, Gainesville

Dr. Yvette Godet, Gainesville

Ms. Laura Guyer, Associate Director, Suwannee River AHEC, Alachua

Ms. Kelly Huff, Dental Assistant, Gainesville

Dr. Samuel Low, University of Florida College of Dentistry, Gainesville

Dr. William Marchese, Starke

Ms. Rui Juan Shi, Dental Hygienist, Gainesville

### **Educator Preparation Institute**

#### Renew

Mr. Will Calsam, Equity Office Coordinator, Alachua County Public Schools, Gainesville

Mr. Ernie Herrington, Principal, St. Frances Catholic High School, Gainesville

Dr. Curtis Jefferson, Associate Vice President for Academic Affairs, Santa Fe College, Gainesville

Dr. Frank Lagotic, Social Behavioral Sciences, Santa Fe College, Gainesville

Ms. Ellen West, EPI Instructor Field Placement Coordinator, Gainesville

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

#### Outgoing

Mr. Rick Ezzell, Bradford County Public Schools, Starke

Dr. Paul Hutchins, Dean for Educational Centers, Santa Fe College, Gainesville

Ms. Kathy Shewey, Supervisor of Staff Development, Alachua County Public Schools, Gainesville

### **Emergency Medical Services**

#### New

Mr. Karl Brindle, Shands at UF, Gainesville

Mr. Daniel Griffin, President, DJ Griffin Education, LLC, Gainesville

Assistant Chief Jeffrey Lane, Gainesville Fire Rescue, Gainesville

Assistant Chief Harold Theus, Alachua County Fire Rescue, Gainesville

#### Renew

Ms. Staccie Allen, Director, ShandsCair, Gainesville

Ms. Julie Bell, Administrative Psychiatric Services, Shands at VISTA, Gainesville

Ms. Paula Davis, Shands at UF, Gainesville

Dr. Peter Gianas, Medical Director, Starke

Mr. Allen Parrish, Director, Bradford County EMS, Starke

Ms. Betty Jax, Education Coordinator, Shands at UF, Gainesville

Captain Orrie "Bill" McCrea, Rescue Training Captain, Gainesville Fire Rescue, Gainesville

Chief William Northcutt, Alachua County Fire Rescue, Gainesville

Chief Donnie Sessions, Special Operations District Chief, Gainesville Fire Rescue, Gainesville

Ms. Pamela Thornton, Administrative Director, Emergency Services, North Florida Regional Medical Center, Gainesville

#### Outgoing

Chief Edwin Bailey, Alachua County Fire Rescue, Gainesville

Assistant Chief Harry Collins, Alachua County Fire Rescue, Gainesville

Assistant Chief Mitch Harrell, Alachua County Fire Rescue, Gainesville

Chief Michael Randolph, Fire Rescue Training District Chief, Gainesville Fire Rescue, Gainesville

## **Information Technology Education**

### New

Mr. Travis Chapman, Creative Director, Studio 601, Gainesville  
Ms. Maria Carter, Web Developer and Project Manager, Parisleaf Gainesville  
Ms. Channing Casey, Vice President, Operations, Frankel Media, Newberry  
Mr. David Darus, IT Infrastructure and Administration Manager, Gainesville Regional Utilities, Gainesville  
Mr. Ryan Frankel, CTO, Digital Brands Inc., Gainesville  
Mr. Josh Greenberg, Grooveshark, Gainesville  
Mr. Jeff Hoover, IT Director, Info Tech, Inc., Gainesville  
Mr. Colin Hostet, Grooveshark, Gainesville  
Ms. Nancy Iafate, Career and Technical Education, School Board of Alachua County, Gainesville  
Mr. Brandon Labonte, Executive Recruiter, Info Tech, Inc., Gainesville  
Mr. Bryan Lewis, Interactive Designer, 352 Media Group, Newberry  
Mr. Carlos Morales, UF and Shands, Gainesville  
Mr. Chad Parisleaf, CEO, Parisleaf, Gainesville  
Mr. Patrick Sanders, Creative Developer, Parisleaf, Gainesville  
Mr. Martin B. Smith, Systems Administrator, University of Florida IT-CNS, Gainesville  
Mr. Geoff Wilson, CEO, 352 Media Group, Newberry

### Renew

Mr. Jay Blackadar, Manager, Graphic Design Department, Renaissance Printing, Gainesville  
Mr. George Canova, Starke  
Mr. Steve, Kozakoff, IT Director, UF Student Health Care Center, Gainesville  
Mr. Chris Meyers, Systems Analyst and ISC Manager, James Moore & Company, P.L, Gainesville  
Ms. Sue Nestor, Associate Director, Customer Support, UF and Shands, Gainesville  
Ms. Priscilla Parker, Career Pathways Coordinator, Career Pathways, Santa Fe College, Gainesville

### Outgoing

Ms. Jean Clark, Systems Programmer, Gainesville Regional Utilities, Gainesville  
Mr. Adam Davis, 352 Media Group, Newberry  
Mr. Cedric Faulkner, Business Systems Manager, Barr Systems, Gainesville  
Mr. Tom Idoyaga, Production Manager, Alta Systems, Gainesville  
Mr. Chris Lane, Kar Media, Gainesville  
Mr. George MacKay, HCA Healthcare, Gainesville  
Mr. Alex Patton, Ozean Media, Gainesville  
Mr. Narayan Raum, University of Florida, Gainesville  
Mr. Uma Shankar, School Board of Alachua County, Gainesville  
Ms. Tami Smith, School Board of Alachua County, Gainesville  
Mr. John Sposato, University of Florida, Gainesville  
Mr. Dan Vogt, Programming Director, 352 Media Group, Newberry  
Mr. Steve Ware, Systems Coordinator, University of Florida IT-CNS, Gainesville  
Mr. Mark Wilson, Meridian Behavioral Health, Gainesville

**Board Action Requested:**

**Approval**

Action: Motion to approve items 7.1 through 7.6: Mallini  
Second: McRae  
Vote: Hudson - yes, Jackson - yes, Lee - yes, McRae - yes, Mallini - yes, Oody - yes,  
Prevatt - yes, Woody - yes.

District Board of Trustees  
June 18, 2013

Agenda Item: 7.2

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

---

Acceptance of Financial Statements and Independent Auditors' Report for  
Santa Fe College Foundation

400.585, 12-13

---

Attached is the Financial Statements and Independent Auditors' Report dated December 31, 2012,  
for the Santa Fe College Foundation.

**Board Action Requested:**

**Approval of report**

Action: Approved. See item 7.1 (417.100).

District Board of Trustees  
June 18, 2013

Agenda Item: 7.3

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

---

Direct Support Organization Certification of Santa Fe College Foundation Activity 400.586, 12-13

---

In compliance with Florida Statute 1004.70, on July 1 of each year the board is asked to certify to the State Board of Community Colleges that the Santa Fe College Foundation is operating in a manner consistent with the goals of the college. Certification of compliance is requested.

**Board Action Requested:**

**Certification that the Santa Fe College Foundation has operated in compliance with Florida Statute 1004.70 and within the goals of the college**

Action: Approved. See item 7.1 (417.100).



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

---

Approval of Expenditure of Nursing Equipment Fund - Other Health Related Programs 400.588, 12-13

---

The Santa Fe College Foundation requests permission to expend up to \$4,000 for the benefit of the other health related programs from the SF Nursing Equipment Fund. The equipment listed below will assist faculty in training more than 200 students prior to being placed in the workforce. The equipment allows the students to be active learners in their individual program.

Radiography Program

Vein light	\$ 850
Agfa CR 30X cart	1,100

Respiratory Care

Tri-anim	\$850
Aeroneb Pro X Kit	
Veersa-Stand pole	

CS Solutions – Software NSC 14 Neonatal Simulations	\$245
Haloscale Respirometer	850

**Board Action Requested:**

- 1. Approval to expend the funds**
- 2. Upon legal review and approval, the president or his designee, Charles W. Clemons, Sr., Vice President for Development, is authorized to execute any agreements associated with this grant.**
- 3. Acceptance of the purchased items as donations from the Santa Fe College Foundation, Inc.**

Action: Approved. See item 7.1 (417.100).

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

---

Approval of Expenditure of Nursing Equipment Fund

400.589, 12-13

---

The Santa Fe College Foundation requests permission to expend up to \$16,000 for the benefit of the Nursing programs from the SF Nursing Equipment Fund. The equipment listed below will assist faculty in simulating clinical experiences for more than 300 students prior to being placed in the clinical agencies. The equipment allows the students to be active learners in the presentation of nursing theory and techniques before encountering real life situations. Nursing students from Santa Fe continue to score higher on their national boards than state and national averages.

Pitting edema trainer	\$ 306.00
Diagnostic wall aneroid 750W	1,811.25
Ear examination simulator	899.00
Infusion pump set	3,545.00
Infusion module 8110 with guardrails	3,145.00
Complete bed unit	2,195.00
Sphyg adult size	298.32
Sphyg adult large	210.86
Wall cuff storage basket	270.79
AD cuff latex free	281.05
Doppler elite vascular probe	450.00
Basket for bassinet infant	160.00
Medtrx drawers	2,147.05

**Board Action Requested:**

- 1. Approval to expend the funds**
- 2. Upon legal review and approval, the president or his designee, Charles W. Clemons, Sr., Vice President for Development, is authorized to execute any agreements associated with this grant.**
- 3. Acceptance of the purchased items as donations from the Santa Fe College Foundation, Inc.**

Action: Approved. See item 7.1 (417.100).

---

Deletion of Courses Not Taught in the Last Five Years

400.587, 12-13

---

To stay in compliance with Rule 6A-10.0331, Florida Administrative Code, for the 2013-2014 academic year, the following courses have not been taught in the last five years and need to be purged from the Statewide Course Numbering System catalog inventory for Santa Fe College. This is a yearly catalog house-cleaning task that requires Board of Trustee approval.

Catalog Purge 2013-2014	
Course#	Title
AMH2058	World War 2
ART1181C	Stained Glass
CCJ2001	Introduction to Juvenile Procedures
HSA2100	Health Services Organization and Delivery
HSA2172	Third Party Reimbursement
HSA2182	Healthcare Management
HSA2221	Long Term Care Administration
MVB1212	Secondary Freshman Horn
MVB1213	Secondary Freshman Trombone
MVB1214	Secondary Freshman Baritone
MVB1215	Secondary Freshman Trumpet
MBV1311	Principle Freshman Trumpet
MBV1312	Principle Freshman Horn
MVB1313	Principle Freshman Trombone
MVB1314	Principle Freshman Baritone
MVB1315	Principle Freshman Tuba
MBV2221	Secondary Sophomore Trumpet
MVB2222	Secondary Sophomore Horn
MBV2223	Secondary Sophomore Trombone
MVB2224	Secondary Sophomore Baritone
MVB2225	Secondary Sophomore Tuba
MVB2321	Principle Sophomore Trumpet
MVB2322	Principle Sophomore Horn
MVB2323	Principle Sophomore Trombone
MVB2324	Principle Sophomore Baritone
MVB2325	Principle Sophomore Tuba

Course#	Title
MVK1311	Principle Freshman Piano
MVK2221	Secondary Sophomore Piano
MVK2321	Principle Sophomore Piano
MVP1110	Percussion Skills-Hand Drumming 1
MVP1112	Hand Drumming 2
MVP1311	Principle Freshman Percussion
MVP2221	Secondary Sophomore Percussion
MVP2321	Principle Sophomore Percussion
MVS1211	Secondary Freshman Violin
MVS1212	Secondary Freshman Viola
MVS1213	Secondary Freshman Cello
MVS1313	Principle Freshman Cello
MVS1216	Secondary Freshman Guitar
MVS1311	Principle Freshman Violin
MVS1312	Principle Freshman Viola
MVS1316	Principle Freshman Guitar
MVS2221	Secondary Sophomore Violin
MVS2222	Secondary Sophomore Viola
MVS2223	Secondary Sophomore Cello
MVS2226	Secondary Sophomore Guitar
MVS2321	Principle Sophomore Percussion
MVS2322	Principle Sophomore Viola
MVS2323	Principle Sophomore Cello
MVS2326	Principle Sophomore Guitar
MVW1212	Secondary Freshman Oboe
MVW1213	Secondary Freshman Clarinet
MVW1214	Secondary Freshman Bassoon
MVW1215	Secondary Freshman Saxophone
MVW1311	Principle Freshman Flute
MVW1312	Principle Freshman Oboe
MVW1313	Principle Freshman Clarinet
MVW1314	Principle Freshman Bassoon
MVW1315	Principle Freshman Saxophone
MVW2221	Secondary Sophomore Flute
MVW2321	Principle Sophomore Flute
MVW2222	Secondary Sophomore Oboe

MVW2223	Secondary Sophomore Clarinet
Course#	Title
MVW2224	Secondary Sophomore Bassoon
MVW2225	Secondary Sophomore Saxophone
MVW2322	Principle Sophomore Oboe
MVW2323	Principle Sophomore Clarinet
MVW2324	Principle Sophomore Bassoon
MVW2325	Principle Sophomore Saxophone

**Board Action Requested:**

**Approval**

Action: Approved. See item 7.1 (417.100).

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

---

Fifth Amendment to School Affiliation Agreement with North Florida  
Regional Medical Center, Inc. - RN Specialty Training Program

408.2066, 12-13

---

A new collaboration between Santa Fe College, FloridaWorks, and North Florida Regional Medical Center will provide non-credit contract training for recent graduates from the SF Nursing program and others hired as new general nurses at NFRMC. Historically, hospitals have always put newly hired nurses through internal training programs. However, SF nursing faculty members have recently devised a new and portable training program for post-graduates meeting the training standards of NFRMC. In addition, FloridaWorks will provide financial assistance to support implementation of this training program. The parties have agreed that the existing School Affiliation Agreement with NFRMC can be amended via this Fifth Amendment to reflect this new arrangement because the hospital is providing the same type of clinical learning experiences for the trainees, who will be supervised jointly by the college and the hospital, as provided for in the October 2009 agreement governing other college program areas. FloridaWorks will provide funding via a separate agreement.

**Board Action Requested:**

**Approval**

Action: Motion to approve items 8.1 through 8.4: Jackson

Second: Lee

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

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

---

General Program Support for the Fine Arts Department and  
Cultural Programs -- Grant

409.1950, 12-13

---

The purpose of this project is for Santa Fe College's Fine Arts Department and cultural programs to present 41 cultural and educational events designed to inspire the college's communities. These programs will energize artists and authors connecting community and visitors with the arts by creating stimulating and engaging arts experiences aimed to attract diverse audiences. More than 140,000 people and 257 artists will participate in performances, festivals, concerts, master classes, lectures, adult and youth education programs, and art exhibits.

The amount of funds requested from the State of Florida, Division of Cultural Affairs, is \$150,000, with an in-kind match of \$1,488,787 from existing college budget.

Duration of this project is July 1, 2014, through June 30, 2015.

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 8.1 (408.2066).

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

---

Smart Investing @ Your Library Grant - Financial Literacy Program -- Grant

409.1951, 12-13

---

The purpose of this project is to increase the financial self-sufficiency of current students, potential students, and the parents of potential students in the college's service district. This project will equip low-income and first-generation college students, as well as local school district students and their families, with the knowledge and skills to make effective financial decisions in relation to paying for college. It will also create a focused program for veterans and their dependents. Financial Industry Regulatory Authority (FINRA) materials will be provided in workshops, webinars, and modules in existing classes. This project will build on existing capital and relationships to address the needs of the specific target population. This is year one of a two-year project.

The amount of funds requested from the American Library Association and the FINRA Investor Education Foundation is \$50,210, with no matching funds from Santa Fe College.

Duration of this project is March 1, 2014, through February 28, 2015.

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.**



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

---

Transition Programs for Students with Intellectual Disabilities (TPSID) -  
Project SAINT: Student Access and Inclusion Together -- Grant

---

409.1952, 12-13

The purpose of this project is to support students with intellectual disabilities by: 1) providing a college experience that is fully integrated with other SF college students; 2) developing an individualized student-driven program for each enrollee that reflects his or her goals and interests and that is focused on successful transition, independent living, and employment as key goals, and 3) providing a wide range of support for success, including mentorship, assistive technology and accommodations, and an ongoing advising component.

The amount of funds requested from the Florida Consortium on Postsecondary Education and Intellectual Disabilities is \$14,963, with no matching funds from Santa Fe College.

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

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.**

---

Santa Fe College Foundation Liaison Update and Board Members' Remarks

---

Reporting for the Santa Fe College Foundation, Inc., Trustee Mallini stated the Foundation office received the Edward K. Roberts Scholarship Fund, which is funded through the Community Foundation of Sarasota County. The special scholarship is awarded for the summer and fall terms, with preference given to part-time students who may not qualify for other financial aid. The amount of the scholarship is \$40,000 and approximately \$10,000 will be awarded to students for the summer term out of the remaining balance.

Also, the SF Spring Arts patron program is hosting a Hemingway Cocktail Companion party with Mr. Philip Green, author of a book about the cocktails mentioned in Hemingway's novels. The event is July 12 at 6:30 p.m. at the Cellar Restaurant in Gainesville. This special evening will include Hemingway history with a book signing by Mr. Green and also a special appearance by artist Mr. Raul Villarreal.

Chair Hudson commended Dr. Sasser and Santa Fe staff for their leadership in working through a tough financial year.