



Santa Fe College
District Board of Trustees

Minutes of Board Meeting Held June 17, 2014
Wattenbarger Student Services Building, Gainesville, Florida

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

Members absent: Jeffrey L. Oody, Lisa M. Prevatt

Chair Arley W. McRae called the regular meeting of the District Board of Trustees of Santa Fe College to order at 4 p.m., at 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 summary sheets.

The meeting adjourned at 5 p.m.

Chair

Jackson N. Sasser, Secretary



**The District Board of Trustees
Santa Fe College, Florida
Board Meeting of June 17, 2014, at 4 p.m.
Wattenbarger Student Services Building, Gainesville, Florida**

Agenda

Adoption of Agenda

Agenda Item: 1.1

418.522, 13-14

1. General Functions

Pledge of Allegiance

- 1.1 Adoption of Agenda for Board Meeting of June 17, 2014
- 1.2 Approval of Board Meeting Minutes of May 20, 2014
- 1.3 Board Meeting Schedule for 2014-2015

2. Information Items

- 2.1 President's Report
- 2.2 Strategic Planning
- 2.3 Organization of the Board for 2014-2015
- 2.4 Amended Rule 7.1: Eligibility for Admission
- 2.5 Standard Health Sciences Clinical Facilities Agreement with:
OneBlood, Inc., Ocala – Clinical Laboratory Sciences

3. Citizen's Requests

4. Consent Items

Personnel

- 4.1 Contract Staff (Faculty)
- 4.2 Contract Staff (Administrative and Professional)
- 4.3 Community and Continuing Workforce Education Contract Staff
- 4.4 Career Service Staff
- 4.5 Salary Schedule for 2014-2015

Agreements, Grants

- 4.6 Internship Agreement with University of Florida College of Health and Human Performance
- 4.7 Facilities Use and Training Personnel Agreement with City of Gainesville Police Department
- 4.8 Facilities Use and Training Personnel Agreement with Sheriff of Alachua County
- 4.9 North Central Florida Educational Talent Search Project Grant
- 4.10 Student Support Services Grant
- 4.11 Upward Bound Grant
- 4.12 Carl D. Perkins Career and Technical Education Postsecondary Programs, Section 132 Grant

- 4.13 Carl D. Perkins Postsecondary Rural and Sparsely Populated Grant
- 4.14 Adult Education and Family Literacy, Adult General Education Grant
- 4.15 Adult Education and Family Literacy, English Literacy/Civics Education Grant
- 4.16 Smart Investing @ Your Library Financial Literacy Program Grant

Finance Items

- 4.17 Report of Purchases for May 2014
- 4.18 Acceptance of Donations, 14-04
- 4.19 Colonel Harry M. Hatcher, Jr., Property Survey 14-08

5. Facilities Items

- 5.1 Annual Capital Improvement Plan
- 5.2 Institute of Public Safety (IPS) Expansion – Budget and Permission to Advertise for Architectural Services

6. Rules

- 6.1 Amended Rule 7.11: Student Fees and Refunds
- 6.2 Amended Rule 7.8: College Entry Assessment, Course Placement, and Remediation Options

7. Finance Items

- 7.1 Fund 1 (Current Unrestricted) Revenue and Expenditure Budget Report for May 2014
- 7.2 Approval of 2014-2015 Operating Budget
- 7.3 Approval of 2014-2015 Unexpended Plant Fund Budget (Fund 7)
- 7.4 Permission to Write Off Uncollectible Accounts
- 7.5 Credit and Postsecondary Adult Vocational Lab Fee Schedule for 2014-2015
- 7.6 Addendum to Contract of Employment for Executive Director of Florida College System Risk Management Consortium

8. General Institutional Items

- 8.1 Advisory Committee Appointments for:
 - Biotechnology Laboratory Technology
 - Biomedical Engineering Technology
 - Legal Assisting
 - Nuclear Medical Technology
 - Respiratory Care Technology
 - Clinical Laboratory Science
 - Perry Center for Emerging Technology
 - Blount Center
 - Kika Silva Pla Planetarium
- 8.2 Acceptance of Financial Statements and Independent Auditors' Report for Santa Fe College Foundation
- 8.3 Direct Support Organization Certification of Santa Fe College Foundation Activity
- 8.4 Deletion of Courses Not Taught in the Last Five Years

9. Agreements/Grants

- 9.1 First Addendum to Cooperation Agreement with Universidade Estadual Paulista Júlio de Mesquita Filho (UNESP), Brazil
- 9.2 Mutual Confidentiality and Non-disclosure Agreement with Foote Partners, LLC
- 9.3 Non-disclosure and Non-solicitation Agreement with Edfinancial Services, LLC
- 9.4 Gainesville Technology Entrepreneurship Center (GTEC) Lease with University of North Florida Small Business Development Center (UNF SBDC)
- 9.5 Memorandum of Understanding with University of Florida College of Design, Construction and Planning
- 9.6 Bradford County Rural Business Enterprise Grant
- 9.7 General Program Support for the Fine Arts Department and Cultural Programs Grant

10. Santa Fe College Foundation Liaison Update and Board Members' Remarks

11. Adjournment

Board Action Requested:

Approval

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

Action: Motion to approve: Mallini

Second: Hudson

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

Approval of Board Meeting Minutes of May 20, 2014

401.512, 13-14

The minutes of the regular meeting of the District Board of Trustees of Santa Fe College held May 20, 2014, are presented for approval.

Board Action Requested:

Approval

Action: Motion to approve: Lee

Second: Woody

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

Board Meeting Schedule for 2014-2015

416.134, 13-14

Below is the proposed schedule of the Board of Trustees meetings for the 2014-2015 year. All meetings begin at 4 p.m. and are scheduled for the third Tuesday of the month.

2014-2015 Board Meeting Schedule

July 15, 2014	Watson Center
August	No Meeting
September 16, 2014	NW Campus
October 21, 2014	Perry Center
November 18, 2014	Andrews Cultural Center
December	No Meeting
January 20, 2015	NW Campus
February 17, 2015	Blount Center
March	No Meeting
April 21, 2015	Andrews Cultural Center
May 19, 2015	NW Campus, Zoo
June 16, 2015	NW Campus
July 21, 2015	Watson Center

Board Action Requested:

Approval

Discussion: Chair McRae mentioned he had some conflicts with the schedule as presented, but he would speak with the president about them at a later time.

Action: Motion to approve: Jackson

Second: Hudson

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

President's Report

Information Item

The president will discuss a variety of information topics.

Calendar

July 15, 2014
4 p.m.

Regular Board Meeting
Watson Center
Keystone Heights, FL

August 22, 2014
8:30 a.m.

Fall Convocation
Fine Arts Hall

Discussion: President Sasser recognized Mr. Tom Mason, President of AFC; Ms. Lola Christian, Vice Chair for Career Service Council; Dr. Marin Smillov, College Senate President; and Mr. Michael Chartier, Student Senate President.

President Sasser added that the next board meeting is July 15 at the Watson Center at 4 p.m.

Strategic Planning

Information Item
419.20, 13-14

Dr. Lisa Armour, Vice President for Assessment, Research, and Technology, will provide a presentation on the strategic plan. Career Service Council members recently provided review and feedback on the strategic plan.

Discussion: Dr. Lisa Armour, Vice President for Assessment, Research and Technology, showed a PowerPoint presentation of the Strategic Plan and thanked everyone for their invaluable input. She noted the action themes remain the same as previously presented; access, connection, direction and achievement. She reviewed each theme along with the strategies and tactics assigned to them. Trustee Hudson suggested language be inserted to the first theme, Access, to indicate the intent is to make it easier for prospective students to do business with Santa Fe College. Dr. Armour agreed that additional language would better clarify the college's position. After further review and discussion, Dr. Armour planned to include changes suggested by the trustees to the plan that will be brought to the July board meeting for final approval and implementation.

Organization of the Board for 2014-2015

Information Item
416.135, 13-14

To be presented at the meeting.

Discussion: Chair McRae asked Trustee Hudson to serve as the nominating committee for the 2014-15 board organization. Trustee Hudson agreed to serve in this capacity.

Amended Rule 7.1: Eligibility for Admission

Information Item
410.488, 13-14.

College Rule 7.1 Eligibility for Admission is being updated to reflect current law and practice, and to allow for the establishment of non-degree for-credit programs. Among the specific changes are clarifications regarding General Education Diplomas that must be state-issued; clarifying the requirements for home school admission, and removing the requirement to be a US citizen to enroll in non-credit programs. This rule modification also codifies the college's screening process for students with a criminal or disciplinary past and authorizes the President to establish non-degree, for credit programs and respective eligibility requirements. The latter will provide for expanding enrollment opportunities in a way that will not impact completion data, as the students entering these short-term programs are not intending to earn a credential from Santa Fe College.

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

Standard Health Sciences Clinical Facilities Agreement with:
OneBlood, Inc., Ocala – Clinical Laboratory Sciences

Information Item
408.2108, 13-14

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 OneBlood, Inc. for students enrolled in the Clinical Laboratory Sciences program.

Citizen's Requests

423.28, 13-14

Subject to exceptions set forth in Florida law, members of the public shall be permitted to be heard on a proposition pending before the board during this agenda item prior to the board taking action on the proposition. An individual wishing to be heard shall complete the Citizen's Request form maintained by the board secretary (College President) at least 15 minutes in advance of the meeting and shall be allotted up to three minutes to address any issues, whether the issue is on the board agenda or not; the board chair may allow limited extended time at the chair's discretion. If a group consisting of more than five individuals wishes to be heard on a subject, the group must designate a representative to speak on its behalf.

Discussion: Chair McRae asked if there were any requests from citizens, and in hearing none, the chair moved to the next board item.

CONSENT

District Board of Trustees
June 17, 2014

Agenda Item: 4.1

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

Contract Staff (Faculty)

402.769, 13-14

The individuals listed below are being recommended for appointment for 2014-2015 or a portion of 2013-2014, as stated in the individual employee's contract.

Appointment

Full Time

Name

Position

Matthew Whitehead

Interim, Assistant Professor Art Studio

M.E.D., University of Florida

Part Time

Mary DeBlock

Edith Fogel

Elias Garcia

Lara Glaser

Daniel Gerard

Samuel Harper

Lucie Kadjo

Rebecca Lambird

June Martin

Brady Nash

Lee Purvis

Jonathan Schabbruch

Eric Stetler

Board Action Requested:

Approval

Action: Motion to approve items 4.1 through 4.19: Mallini

Second: Hudson

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

CONSENT

District Board of Trustees
June 17, 2014

Agenda Item: 4.2

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

Contract Staff (Administrative and Professional)

411.376, 13-14

The individuals listed below are being recommended for appointment for 2013-2014, as stated in the individual employee's contract.

Technical/Professional

Appointment

Full Time

Name

Kimberley Smith
M.A., Florida State University

Position

Counseling Specialist, Disabilities Resource Center

Part Time

*Phil Achey

Specialist, Student Support Services

Sena Hajikordestani

Specialist, Math Lab

^Sawyer Karably-Lazar

Specialist, Athletics

Promotion

Quinten Eyman

Coordinator, Admissions

*Grant funded

^Student activities funded

Board Action Requested:

Approval

Action: Approved. See item 4.1 (402.769).

C O N S E N T

**District Board of Trustees
June 17, 2014**

Agenda Item: 4.3

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

Community and Continuing Workforce Education Contract Staff

404.425, 13-14

The individuals listed below are being recommended for appointment for 2013-2014, as stated in the individual employee's contract.

Community Education

Part Time

Name

Program/Class

Kristin Fletcher

Sign Language

Board Action Requested:

Approval

Action: Approved. See item 4.1 (402.769).

C O N S E N T

**District Board of Trustees
June 17, 2014**

Agenda Item: 4.4

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

Career Service Staff

403.514, 13-14

The individuals listed below are being recommended for appointment.

Full Time

Name

Position

David Carr, III

Police Officer

William Fannin

Police Officer

Hugh Lawrence

Maintenance & Trades Helper, Facilities Services

Board Action Requested:

Approval

Action: Approved. See item 4.1 (402.769).

CONSENT

District Board of Trustees
June 17, 2014

Agenda Item: 4.5

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

Salary Schedule for 2014-2015

405.109, 13-14

The proposed 2014-2015 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 4.1 (402.769).

CONSENT

District Board of Trustees
June 17, 2014

Agenda Item: 4.6

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

Internship Agreement with University of Florida College of Health and Human Performance 408.2109, 13-14

The attached contract is the annual renewal agreement between The University of Florida Department of Exercise and Sport Sciences and Santa Fe College Athletics Department. This is a continuation of the arrangement the college has had with the University of Florida in which UF students in the Department of Tourism, Recreation, and Sport Management serve as interns in the Santa Fe College Athletic Department. This arrangement allows UF students valuable experience within their field of study and affords SF Athletics support staffing for events and projects throughout the year. There is no cost to the college; the term of the agreement is for one year.

Board Action Requested:

Approval

Action: Approved. See item 4.1 (402.769).

CONSENT

District Board of Trustees
June 17, 2014

Agenda Item: 4.7

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

Facilities Use and Training Personnel Agreement with City of Gainesville
Police Department

408.2110, 13-14

The agreement with the City of Gainesville for the Gainesville Police Department (GPD) provides for support to and from GPD to the college's criminal justice programs at the Institute of Public Safety, and is essentially the same as the agreement currently in effect. Specifically, GPD requires the use of college facilities to conduct its in-service training, and IPS desires the assistance of local law enforcement professionals to assist its Selection Center and the Law Enforcement Advisory Committee, and to coordinate and instruct in basic recruit, advanced, or specialized training from time to time. GPD will also provide the use of vehicles for training purposes and donate surplus tires. Florida law permits the intergovernmental interchange of public employees. The term of the agreement is July 1, 2014, through June 30, 2015.

Board Action Requested:

Approval

Action: Approved. See item 4.1 (402.769).

C O N S E N T

District Board of Trustees
June 17, 2014

Agenda Item: 4.8

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

Facilities Use and Training Personnel Agreement with Sheriff of Alachua County 408.2111, 13-14

The agreement with Sheriff Sadie Darnell of Alachua County for the Alachua Sheriff's Office (ASO) provides for support to and from ASO to the college's criminal justice programs at the Institute of Public Safety, and is essentially the same as the agreement currently in effect. Specifically, ASO requires the use of college facilities to conduct its in-service training, and IPS desires the assistance of local law enforcement professionals to assist its Selection Center, its Law Enforcement Advisory Committee, and to coordinate and instruct in basic recruit, advanced, or specialized training from time to time. ASO will also provide the use of vehicles for training purposes and the donation of surplus tires. Florida law permits the intergovernmental interchange of public employees. The term of the agreement is July 1, 2014, through June 30, 2015.

Board Action Requested:

Approval

Action: Approved. See item 4.1 (402.769).

CONSENT

District Board of Trustees
June 17, 2014

Agenda Item: 4.9

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

North Central Florida Educational Talent Search Project Grant

409.1989,13-14

The purpose of this project is to provide educational services and information to 680 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. The Talent Search Project provides academic advisement, workshops, career information, assistance with college and financial aid applications, campus tours and financial literacy. 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 three of a five-year project.

The amount of funds requested from the U.S. Department of Education, Office of Postsecondary Education, for the third year is \$290,323, 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, 2014, through August 31, 2015.

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 4.1 (402.769).

CONSENT

District Board of Trustees
June 17, 2014

Agenda Item: 4.10

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

Student Support Services Grant

409.1990, 13-14

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 to and financial assistance for enrollment in four-year institutions of higher education. This is year five 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 \$266,788, 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, 2014, through August 31, 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 4.1 (402.769).

C O N S E N T

District Board of Trustees
June 17, 2014

Agenda Item: 4.11

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

Upward Bound Grant

409.1991, 13-14

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 one of a five-year project.

The amount of funds requested from U.S. Department of Education, Office of Postsecondary Education, is \$262,904 for year-one funding, with no matching funds from Santa Fe College. Estimated total funding for the entire five-year period is \$1.4 million.

Duration of this project is September 1, 2014, through August 31, 2015.

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 4.1 (402.769).

CONSENT

District Board of Trustees
June 17, 2014

Agenda Item: 4.12

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

Carl D. Perkins Career and Technical Education Postsecondary Programs, Section 132 Grant

409.1992, 13-14

The purpose of this project is to develop more fully the academic and career and technical skills of postsecondary education students at Santa Fe College and the Bradford-Union Technical Center who elect to enroll in career and technical education programs. This project provides assistance for student attainment of challenging state established technical skills proficiencies and attainment of an industry-recognized credential, postsecondary degree or certificate. Retention in or transfer to another two or four-year postsecondary institution, along with placement in postsecondary education, employment and/or military service will be emphasized. Another focus involves enrollment in and completion of CTE programs that lead to employment in nontraditional fields. Other special populations will also be served. The use of technology and contextual, integrated curriculum will be expanded. Connections between secondary and postsecondary education systems will be expanded. Business and industry partnerships will be incorporated. Approximately 4,300 students will be served.

The amount of funds requested from the State of Florida, Department of Education, Division of Career and Adult Education is \$863,727, with no matching funds from Santa Fe College.

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

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 4.1 (402.769).

CONSENT

District Board of Trustees
June 17, 2014

Agenda Item: 4.13

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

Carl D. Perkins Postsecondary Rural and Sparsely Populated Grant

409.1993, 13-14

The purpose of this project is to fully develop the academic and career and technical skills of postsecondary rural students in Bradford County who elect to enroll in career and technical programs with special emphasis on information technology and STEM (Science, Technology, Engineering and Math) career clusters. The purchase of equipment, software, and supplies will enhance STEM curriculum development and provide interactive classroom experiences at the SF Andrew Center and the Bradford-Union Technical Center in Bradford County. Staff will participate in professional development activities to expand their skills and learn about the latest trends in career and technical education. Printing and advertising funds will be used to recruit postsecondary students into career and technical programs and to promote awareness of STEM career opportunities in Bradford County. Funds will also be used for reimbursement to CTE students for industry certification.

The amount of funds requested from the State of Florida, Department of Education, Division of Career and Adult Education is \$18,104 with no matching funds from Santa Fe College.

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

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 4.1 (402.769).

C O N S E N T

District Board of Trustees
June 17, 2014

Agenda Item: 4.14

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

Adult Education and Family Literacy, Adult General Education Grant

409.1994, 13-14

The purpose of this project is to assist adults in becoming literate and obtaining the knowledge and skills necessary for employment and self-sufficiency, assist adults who are parents in obtaining the educational skills necessary to become full partners in the educational development of their children, and to assist adults in completing high school or the equivalent. Approximately 650 students will be served by this project. This is year one of a three-year funding cycle.

The amount of funds requested from the State of Florida, Department of Education, Division of Career and Adult Education is \$233,064, with no matching funds from Santa Fe College.

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

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 4.1 (402.769).

C O N S E N T

District Board of Trustees
June 17, 2014

Agenda Item: 4.15

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

Adult Education and Family Literacy, English Literacy/Civics Education Grant

409.1995, 13-14

The purpose of this project is to provide English literacy programs linked to civics education to help individuals of limited English proficiency achieve competence in the English language and achieve US Citizenship and/or register to vote if these are their goals. Additionally, this project focuses on assisting students in becoming knowledgeable of support agencies in the community and in becoming partners in their children's education. This project plans to serve approximately 200 students. This is year one of a three-year funding cycle.

The amount of funds requested from the State of Florida, Department of Education, Division of Career and Adult Education is \$37,227, with no matching funds from Santa Fe College.

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

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 4.1 (402.769).

CONSENT

District Board of Trustees
June 17, 2014

Agenda Item: 4.16

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

Smart Investing @ Your Library Financial Literacy Program Grant

409.1996, 13-14

The purpose of this project is to increase the financial self-sufficiency of current students, potential students and the parents of potential students in our service district. This project will equip low-income and first-generation college, 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 our specific target population. This is year two of a two-year project.

The amount of funds requested from the American Library Association and the FINRA Investor Education Foundation, is \$50,000 with no matching funds from Santa Fe College.

Duration of this project is March 1, 2015, through February 28, 2016.

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 4.1 (402.769).

C O N S E N T

**District Board of Trustees
June 17, 2014**

Agenda Item: 4.17

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

Report of Purchases for May 2014

202.609, 13-14

Below are the total amounts and a summary of purchases for May 2014.

Purchasing	\$2,053,222.05
Risk Management Consortium	<u>1,003,105.09</u>
Total	<u>\$3,056,327.14</u>

<u>P.O. No.</u>	<u>Amount</u>	<u>Procurement</u>	<u>Vendor</u>	<u>Class of Item-Department</u>
Y51882 (Fund 7)	\$ 207,423.00	Contract	Scherer Construction	Entrance Signage (NW 39 th Avenue and 91 st Street) Campus Signage
Y51941 (Fund 7)	\$ 52,757.21	Contract	OEC Business Interiors	Building R Furnishings Space Reallocation
Y51951 (Fund 1)	\$ 150,842.00	Contract	Instructure	Canvas Learning Management System Renewal Information Technology
Y51954 (Fund 6)	\$ 35,265.00	Exempt	Mercer Human Resource Consulting	Consulting Services - Health & Benefits Risk Management Consortium
Y51960 (Fund 6)	\$ 911,484.00	Exempt	Internal Revenue Service	Transitional Reinsurance Fee Risk Management Consortium
Y52034 (Fund 7)	\$ 494,050.00	Contract	Scherer Construction	Entrance Signage and Admin Road Redesign Campus Signage
Y52080 (Fund 1)	\$ 38,252.10	Contract	Dell Marketing	Computers (25) Information Technology
Y52081 (Fund 1)	\$ 105,567.00	Contract	Dell Marketing	Computers (75) Information Technology
Y52129 (Fund 1)	\$ 63,647.00	Contract	Dell Marketing	Computers (50) Information Technology

\$2,059,287.31

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Purchase orders for previously awarded bids/contracts: 6
(All Temp Force)

Amount: \$15,305.50

Other Purchases \$0 - \$35,000.00
Number of purchase orders: 528

Amount: \$981,734.33

Board Action Requested:

Approval of report

Action: Approved. See item 4.1 (402.769).

C O N S E N T

District Board of Trustees
June 17, 2014

Agenda Item: 4.18

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

Acceptance of Donations, 14-04

200.845, 13-14

The Bradford County Board of County Commissioners has donated the vehicles listed below to the College's Emergency Medical Service Programs.

<u>Quantity</u>	<u>Description</u>	<u>Cost</u>
2	2008 International Ambulance 4300 LP	<u>\$50,000</u>
	Total	<u>\$50,000</u>

Board Action Requested:

Approval

Action: Approved. See item 4.1 (402.769).

C O N S E N T

District Board of Trustees
June 17, 2014

Agenda Item: 4.19

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

Colonel Harry M. Hatcher, Jr., Property Survey, 14-08

200.846, 13-14

Below and on the attached pages are requests from the various custodians to remove property from their inventory for the reasons indicated. The College has a Property Survey Committee composed of representatives from around the College who review the departmental requests before they are presented to the board. The board is informed of the requests approved by the Property Survey Committee and the request of surplus that needs the approval of the board.

The Property Survey Committee met on May 20, 2014 to consider departmental requests to be relieved from inventory accountability. The committee members approved the following requests to remove the items listed below from the active property control inventory records. A detailed list of all items from each category is attached.

Category	Number of Items	Original Cost or Value Items > \$5,000 to be Removed from Inventory and Financial Records	Depreciation of Items > \$5,000	Total Book Value Items to be Removed from Inventory and Financial Records
Surplus Property	2	\$41,381.00	\$41,381.00	\$0.00
TOTAL	<u>2</u>	<u>\$41,381.00</u>	<u>\$41,381.00</u>	<u>\$0.00</u>

Notes

Surplus Property is generally offered to Alachua and Bradford counties schools first. If the counties are not interested in these items, they will be offered to other non-profit organizations that have requested them. Items that are not requested will then be sold at a surplus auction.

Board Action Requested:

Approval

Action: Approved. See item 4.1 (402.769)

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

Annual Capital Improvement Plan

412.1126, 13-14

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 institutions 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 2015-2016 Public Education Capital Outlay (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 items 5.1 and 5.2 individually.

Action: Motion to approve items 5.1 and 5.2: Lee

Second: Woody

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

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

Institute of Public Safety (IPS) Expansion – Budget and Permission to Advertise for Architectural Services

412.1127, 13-14

Project Description:

This project involves the design and construction of a 24,635 Gross Square Footage (GSF) expansion to the Institute for Public Safety (IPS). Programming documentation provided by the IPS staff and contained in the colleges most recent Capital Improvement Plan, include vocational labs, offices, and other educational support space.

Architect/engineer	TBD
Contractor/construction manager	TBD
Uniform building inspector	In-House
Estimated project budget	\$8,100,000
Source of funds	PECO

Project Status:

Public Education Capital Outlay (PECO) funding is anticipated to be appropriated by August 2014. Therefore, college staff requests the Board approve a budget for this project in the amount of the appropriation which is \$8,100,000. College staff also request permission to advertise, select, and negotiate a contract for architectural services based on procedures defined in Florida Statutes.

Board Action(s) Requested:

- A. Approval of the project budget in the amount of \$8,100,000**
- B. Permission to advertise, select, and negotiate a contract with an architectural firm for design services.**

Action: Approved. See item 5.1 (412.1126).

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

Amended Rule 7.11: Student Fees and Refunds

410.489, 13-14

The rule will be discussed at the board workshop, and then presented for approval at the board meeting. The fees will be effective with the beginning of fall term registration.

Board Action Requested:

Approval

Discussion: Regarding item 6.1, Ms. Ginger Gibson, Vice President for Administrative Affairs and CFO, noted that the amended rule was discussed in last night's budget workshop, noting the net change to resident credit hour tuition and fees was the 30-cent fee increase to the student activity fee for the Volleyball program. The proposed increase to this fee was planned and discussed two years ago when the decision was made to start the program. Regarding item 6.2, Dr. Naima Brown, Vice President for Student Affairs, stated that Senate Bill 1720 approved in the 2013 legislative session called for substantial changes in the way Florida College System institutions assess student readiness for college-level work. Amended Rule 7.8 reflects the college is in compliance with current state law and the FAC rule.

Action: Motion to approve items 6.1 and 6.2: Woody

Second: Jackson

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

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

Amended Rule 7.8: College Entry Assessment, Course Placement, and Remediation Options

410.490, 13-14

During the 2013 legislative session, Senate Bill 1720 provided for substantial changes regarding the manner in which Florida College System institutions assess student readiness for college-level work, deliver developmental education, and provide academic advising for incoming students. This rule change provides for the college to be in compliance with current state law and FAC rule.

Specific changes to the rule include:

- explaining the categories of students who are exempt from required placement tests and development education classes;
- clarifying the college-level coursework grade requirement which must be earned by non-exempt transfer students so they may avoid development education courses;
- stating that the college will no longer administer a placement test in the local service area school districts; and
- clarifying the options for remediation offered by the college.

Action: Approved. See item 6.1 (410.489).

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 2014

201.767, 13-14

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, 2014.

The following summary provides a comparison of actual revenues and expenditures for 2013-2014 vs. 2012-2013.

	2013-2014		2012-2013	
	<u>Dollar Amount</u>	<u>Percent of Budget</u>	<u>Dollar Amount</u>	<u>Percent of Actual</u>
Revenue	68,222,840	92.84	68,028,632	94.74
Expenditures	61,128,860	71.95	57,772,537	82.58

Board Action Requested:

Approval of report

Discussion: Ms. Ginger Gibson, Vice President for Administrative Affairs and CFO, reviewed items 7.1 through 7.6 individually. President Sasser took the opportunity on behalf of students and employees to thank the board for its work in such a difficult budget year that included granting raises to employees while holding the line on tuition. He restated from last night's workshop the example of an employee who earned \$35,000 having received a 20.6% increase in recurring raises over the last five years.. Trustee Mallini opined that these type of increases would not have been seen in the private sector given the economy recently.

Action: Motion to approve items 7.1 through 7.6: Woody

Second: Hudson

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

District Board of Trustees
June 17, 2014

Agenda Item: 7.2

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

Approval of 2014-2015 Operating Budget

201.768, 13-14

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

Board Action Requested:

Approval of 2014-2015 Operating Budget

Action: Approved. See item 7.1 (201.767).

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

Approval of 2014-2015 Unexpended Plant Fund Budget (Fund 7)

201.769, 13-14

Following the close of accounting records for fiscal year 2013-2014, the Unexpended Plant Fund budget (Fund 7) can be prepared. That budget will be presented for board approval at its September 2014 meeting. In the meantime, board approval is requested to expend from the Unexpended Plant Fund beginning July 1, 2014, as follows:

Projects approved in the 2013-2014 budget to the extent of balances carried forward, including interest and energy rebate earnings through June 30, 2014, at June 30:

Projects, for which PECO (Public Education Capital Outlay) funds were appropriated by the 2014 Florida legislature, i.e.:

General Maintenance	\$ 430,302
Construct EMT, Law Enforcement Labs & Library-Kirkpatrick	\$ 8,100,000

Board Action Requested:

Approval of budget

Action: Approved. See item 7.1 (201.767).

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

Permission to Write Off Uncollectible Accounts

200.847, 13-14

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 2012-2013</u>	<u>Percentage of Award Amount to be Written Off</u>
Other Uncollectible Accounts			
Returned Check/Charges	\$1,405.26	N/A	N/A
Miscellaneous Non-Student Receivables	771.51	N/A	
Little School	5,488.36	\$404,571.52	1.36%
Total Other Write-Offs	<u>\$7,665.13</u>		<u>N/A</u>
Student Accounts			
Short-Term Loans			
Regular	\$17,103.06	\$263,646.17	6.49%
Tuition	833.34	1,666.68	50.00%
Accounts Receivable			
Title IV	\$337,108.10		
Financial Aid Repayments	88,256.25		
Bright Futures	4,396.38		
HIT Grant	15,826.60		
Tuition Payment Plan	2,096.80		
Florida Prepaid	352.56		
Miscellaneous A/R	14,204.66		
Subtotal Federal and State A/R	\$462,241.35	\$62,417,377.28	0.74%
Tuition Deferments			
Financial Aid Deferment	\$232,555.29	\$19,550,298.12	1.19%
Veterans Deferment	69,028.59	334,188.89	20.66%
Total Student Write-Offs	<u>\$781,761.63</u>	<u>\$82,567,177.14</u>	<u>0.95%</u>

Board Action Requested:

Approval to Write Off Uncollectible Accounts

Action: Approved. See item 7.1 (201.767).

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

Credit and Postsecondary Adult Vocational Lab Fee Schedule for 2014-2015

301.119, 13-14

The attached credit and postsecondary adult vocational lab fee schedule is to be effective for the 2014-2015 academic year, beginning fall term 2014.

Methodology for Requesting and Assessing Laboratory Fees

Florida Statutes 1009.22 (9) *Workforce development postsecondary* student fees and 1009.23 (12) Community college student fees allow the assessment of user fees. State Board Rule 64A-14.054 (6) provides that each board of trustees may establish user fees in addition to tuition fees for services that incur unusual costs. Such user fees shall not exceed the cost of the goods or services provided and shall only be charged to students or agencies receiving those goods or services.

These fees shall not exceed the cost of the services provided and shall only be charged to persons receiving the service, or persons for whom the services were designed. At Santa Fe, laboratory fees are assessed to students who are enrolled in classes that, because of their nature, require special funding not provided by regular tuition. Examples of items that would fall within the college's definition of "unusual costs" include but are not limited to the following:

- Specialized instructional software
- Specialized instructional equipment
- Equipment and software maintenance agreements
- Learning Management System costs
- Substantial photocopying
- Tutors, student assistants, and lab assistants
- Pass-through costs from third parties
- Instructional videos or tapes
- Instructor certification programs and required continuing education
- Liability insurance
- Hazardous materials-related charges
- Differential faculty pay when market adjustment is necessary

Fees are reviewed in academic departments on a rolling three year cycle with exceptions being made for fees associated with new courses or with substantial curriculum changes in existing courses. The college review cycle by academic department is as follows:

YEAR 1 (2014/2015)	YEAR 2 (2015/2016)	YEAR 3 (2016/2017)
Academic Foundations	English	Social & Behavioral Sciences
Information Technology Education	Institute of Public Safety	Business Programs
Mathematics	Natural Sciences	Sciences for Health Programs
Nursing Programs	Cardiovascular Technology & Sonography	Radiologic Programs
Humanities & Foreign Languages	Visual & Performing Arts	Library
Respiratory Care & Surgical Technology	Dental Programs	Construction & Technical Programs
Student Development		EPI
Emerging Technologies		Education/Child Development

Fee requests or changes are initiated by the department's chair or director, and submitted on the attached form to the Office of the Provost and Vice President for Academic Affairs for review **at least 45 days** in advance of the college's June District Board of Trustees' meeting. If approved by the Provost, the lab fee form is forwarded to the Coordinator for Curriculum and Scheduling. The coordinator compiles the complete list of fees for the upcoming academic year and submits the list to the District Board of Trustees at the June meeting for approval. All new and changed fees become effective with the fall term.

Board Action Requested:

Approval

Action: Approved. See item 7.1 (201.767).

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

408.2112, 13-14

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, 2014 a recommendation for additional employment terms for the Executive Director as outlined in the "Addendum to Contract of Employment for Executive Director". These additional terms were approved by the Council of Presidents on June 6, 2014. This addendum has been reviewed by the College General Counsel, Human Resources and Vice President for Administrative Affairs and is recommended for your approval.

Board Action Requested:

Approval of Addendum to Contract of Employment for Executive Director

Action: Approved. See item 7.1 (201.767).

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

Advisory Committee Appointments for: 417.104, 13-14
Biotechnology Laboratory Technology
Biomedical Engineering Technology
Legal Assisting
Nuclear Medical Technology
Respiratory Care Technology
Clinical Laboratory Science
Perry Center for Emerging Technology
Blount Center
Kika Silva Pla Planetarium

The advisory committee appointments are being recommended to the board effective July 1, 2014, through June 30, 2016. All individuals have been contacted and have agreed to serve for the two-year period.

Biotechnology Laboratory Technology

Renew

Dr. LeeAnn Applewhite, Chief Executive Officer, Applied Food Technologies, Alachua
Ms. Patti Breedlove, Associate Director, Sid Martin Biotechnology Incubator, Alachua
Ms. Monica Clements, Occupational Specialist, Bradford Vocational Education Center, Starke
Dr. Ron Cobb, Research and Development, RTI Biologics, Inc, Alachua
Dr. Dave Edwards, Director, Career and Technical Education, Kirby Smith Administration Center, Gainesville
Dr. Barbel Eppler, Senior Vice President, Preclinical and Quality Assurance, Nanotherapeutics, Inc., Alachua
Dr. Mary Jo Koroly, Director, Precollegiate Education and Training, University of Florida Biochemistry and Molecular Biology, Gainesville
Dr. Steve Lin, Vice President, Biologics Research and Development, Exactech, Gainesville
Ms. Tammy Mandell, Assistant Director, Education and Training, University of Florida CERHB, Alachua
Dr. David Moraga Amador, Interdisciplinary Center for Biotechnology, University of Florida, Gainesville
Dr. John Rogers, Chief Executive Officer, EcoArray, LLC, Gainesville
Dr. Richard Snyder, Director, Center for Excellence Regenerative Health Biotech, University of Florida, Alachua

Outgoing

Dr. Kelly Smith, CTO, Pasteuria Bioscience, Alachua

Biomedical Engineering Technology

New

Mr. Ernest Boyer, Biomedical Technician, Malcom Randall Veterans Affairs Medical Center, Gainesville
Mr. Sean Chamberlain, Biomedical Engineering Director, Invivo, Inc., Gainesville

Renew

Mr. William Moore, Intermed Biomedical Services, Inc., Alachua
Mr. John Alvenus, Coordinator, Biomedical Engineering, Shands at UF, Gainesville

Biomedical Engineering Technology, continued

Mr. Craig Bakuzonis, Director of Clinical Engineering, Shands at UF, Gainesville

Mr. Richard Gaugler, Biomedical Engineering Technician, North Florida Regional Medical Center, Gainesville

Mr. Rennard Ivey, Coordinator, Biomedical Engineering, Shands at UF, Gainesville

Mr. Rick Staab, Intermed Biomedical Services, Inc., Alachua

Outgoing

Mr. Jerry Moore, Invivo, Inc., Gainesville

Mr. Dale Rimkunas, Invivo, Inc., Gainesville

Legal Assisting

Renew

Ms. Jenese M. Bolduc, Paralegal, Salter, Feiber, Murphy, Hutson, & Menet, PA, Gainesville

Mr. John Cooper, Attorney at Law, Cooper & Adamec, Starke

Ms. Marcie Green, Pro Bono Coordinator/Paralegal, Three-Rivers Legal Service, Gainesville

Mr. Charles I. "Chic" Holden, Jr., Attorney at Law, Holden, Carpenter, Roscow & Kurdziel, PL, Gainesville

Mr. Philip N. Kabler, Esq., Kabler Moreno Cason LLP, Gainesville

Mr. Steve Mercadante, Attorney at Law, Shackow, Mercadante, & Edwards, PA, Gainesville

Mr. Franklin Walters, Certified Public Accountant, 4010 Northwest 25th Place

Outgoing

Ms. Cecelia Lillie

Nuclear Medical Technology

New

Ms. Courtney Butler, Supervisor, Nuclear Medicine Department, Spring Hill Cardiology, Gainesville

Ms. Gail Enlow, Supervisor, Nuclear Medicine Cardiology, North Florida Regional Medical Center, Gainesville

Mr. Tom Enlow, Imaging Director, North Florida Regional Medical Center, Gainesville

Ms. Amanda Maynard, Supervisor, Nuclear Medicine Department, Munroe Regional Medical Center, Ocala

Ms. Janet McKenna, CT Supervisor, Ocala Regional Medical Center, Ocala

Ms. Sherry McMann, Interim Director, Shands at UF, Gainesville

Renew

Dr. Mark Allen, Radiologist, Munroe Regional Medical Center, Ocala

Ms. Amy Coker, Nuclear Medicine Technology adjunct faculty, Santa Fe College, Gainesville

Ms. Angela Conti, Nuclear Medicine Technology adjunct faculty, Santa Fe College, Gainesville

Dr. Walter Drane, Radiologist, Shands at UF, Gainesville

Mr. Brian Goring, Retired Faculty, Santa Fe College, Gainesville

Mr. Tom Harrington, Supervisor, Nuclear Medicine Department, Gainesville Veterans Affairs Medical Center, Gainesville

Mr. Tom Horton, Supervisor, Nuclear Medicine Department, North Florida Regional Medical Center, Gainesville

Ms. Carrie Johnson, Director of Imaging, Shands Starke, Starke

Mr. Stelio Marchionno, Retired Faculty, Santa Fe College, Gainesville

Dr. Suzanne Mastin, Radiologist (NMT Program's Medical Director), Shands at UF, Gainesville

Mr. Brian Smith, Imaging Department Manager, Lake City Medical Center, Lake City

Ms. Sara Smith, Nuclear Medicine Technology adjunct faculty, Santa Fe College, Gainesville

Mr. Rick Staab, CEO, Intermed Technology Management, Alachua

Nuclear Medical Technology, continued

Dr. Vincente Taasan, Radiologist, Lake City/Gainesville Veterans Affairs Medical Centers, Gainesville

Ms. Karen Turner, Supervisor, Nuclear Medicine Department, Munroe Regional Medical Center, Ocala

Ms Zandra Vickers, Supervisor of Nuclear Medicine Department, Lake City Veteran Affairs Medical Center, Lake City

Dr. Will Williams, Radiologist, Lake City Medical Center, Lake City

Ms. Jennifer Wood, Supervisor, Nuclear Medicine Department, Ocala Regional Medical Center, Ocala

Outgoing

Mr. Edwin Dice, Professor Emeritus, Radiologic Programs, Santa Fe College, Gainesville

Mr. Mike Nicole, Supervisor, Department of Nuclear Medicine, Shands at UF, Gainesville

Respiratory Care Technology

New

Ms. Debbie Bishop, Faculty, Hidden Oak Elementary School, Gainesville

Ms. Janice Dobbs, Manager, Ocala Health Systems, Ocala

Dr. Jodi Long, Interim Associate VP for Health Sciences, Santa Fe College, Gainesville

Ms. Joy Mendoza, Account Manager, Covidien Respiratory Solutions,

Ms. Joy Nunez, Adm. Director, Lab and Cardiopulmonary Services,

Renew

Ms. Shay Asante, Shands at UF, Gainesville

Mr. Marc Blanchard, Respiratory Care Educator, Munroe Regional Medical Center, Ocala

Ms. Leah Carlson, Clinical Coordinator for Respiratory Care, Santa Fe College, Campus

Mr. Bill Cunningham, RRT, Shands at UF, Gainesville

Ms. Amy Fulford, Home Care Therapist, Pediatric Health Choice, Gainesville

Dr. Andrea Gabrielli, Shands at UF and Clinics, Gainesville

Mr. Russ Gay, Technical Director, Respiratory Therapy Department, North Florida Regional Medical Center, Gainesville

Dr. Richard Gutekunst, Gainesville

Mr. Jason Hodge, Supervisor, North Florida Regional Medical Center, Gainesville

Mr. Rodney Kuehl, Respiratory Care Department, Veterans Affairs Medical Center, 111A, Gainesville

Ms. Lisa Magary, Nurse Practitioner, Gainesville

Ms. Denise Mathias, Respiratory Care Department, Munroe Regional Medical Center, Ocala

Mr. Ben Pardo, Veterans Affairs Medical Center, 111A, Gainesville

Mr. Bryant Patterson, Gainesville

Ms. Janine Plavac, Director, Academy for Health Professions, Gainesville High School, Gainesville

Mr. Ron Selig, RRT, Shands at UF, Gainesville

Mr. Paul Stephan, Director of Respiratory Care Program, Santa Fe College, Gainesville

Ms. Donna Stout, Technical Director, Respiratory Therapy Department, Veterans Affairs Medical Center, 111A, Gainesville

Ms. Karla Stringfellow, Shands at UF, Gainesville

Mr. Shelly Suggs, Therapist, Veterans Affairs Medical Center, Gainesville

Ms. Carol Thomas, Faculty, Santa Fe College, Campus

Mr. William Winkler, Staff Therapist Shands, Gainesville

Outgoing

Ms. Jane Bowek, Director, Respiratory Care, Shands at Starke, Starke

Respiratory Care Technology, continued

Mr. Rick Francis, RRT, Mallinckrodt, Largo
Ms. Amber Gocio, Respiratory Care Club President, Santa Fe College, Campus
Ms. Carrie Godfrey, Consumer Advocate, Gainesville
Ms. Mindey Hersey, Shands at Starke, Starke
Ms. Tracy Holden, RRT, Director, Respiratory Care Services, Shands Teaching Hospital and Clinics, Gainesville
Ms. Sophia Houston, Therapist, Veterans Affairs Medical Center, Gainesville
Ms. Tina Lloyd, Therapist, Worthington Springs
Mr. Lonnie Mott, Gainesville
Mr. Dan Vermillion, Consumer Advocate
Dr. David Yonutas, Associate Vice President for Academic Affairs, Santa Fe College, Campus

Clinical Laboratory Science

New

Ms. Jessica Drouillard, Laboratory Services Training Coordinator, LifeSouth, Gainesville
Mr. Ed Downey, Administrative Laboratory Manager, LifeSouth, Gainesville
Ms. Lois Ellis, Director, Nursing Programs, Santa Fe College, Gainesville
Dr. Kenneth Rand, Director, UF Health Shands Hospital Clinical Laboratories, University of Florida, Gainesville
Ms. Janet Ward, Director Laboratory Services, UF Health Shands Hospital, Gainesville
Ms. Laura Sapp, Technical Supervisor, Point of Care Coordinator, HCA Healthcare, Gainesville
Mr. Keith Swart, Clinical Laboratory Director, HMA – Shands Starke, Starke
Ms. Martha Miller, Laboratory Director, Lake City Medical Center, Lake City
Ms. Wyenona Hicks, Lead Technologist, OneBlood, Inc. – Ocala Transfusion Services, Ocala
Ms. Arceli Encienzo, Technical Consultant/ Laboratory Supervisor, Regional General Hospital Williston
Mr. Paul Hardin, Laboratory Manager, CHC Laboratory, Lake City

Renew

Ms. Janine Plavac, Director, Academy for Health Professions, Gainesville High School, Gainesville
Ms. Samya Semaan-Heart, Administrator, Pathology and Lab Medicine Service, North Florida/South Georgia Veterans Health System, Gainesville
Mr. Robert Jordan, Director, Laboratory Services, HCA Healthcare, Gainesville
Mr. Keith Ryland, Lab Manager, RTI Biologics, Alachua
Ms. Carleen Van Siclen, MLS Program Education Coordinator, Mayo Clinic, Jacksonville

Outgoing

Dr. Jodi Long, Interim Associate Vice President, Health Sciences, Santa Fe College, Gainesville
Ms. Winnie Nielsen, Gainesville
Ms. Barbara Konter, Gainesville

Perry Center for Emerging Technology

New

Mr. David Flinchum, President, Alachua Chamber of Commerce, Alachua
Mr. Don James, President, Alachua Lions Club, Alachua
Mr. Glen Ladwig, Co-Chair, Bioflorida - NE Regional Chapter, Gainesville
Dr. Elizabeth LeClear, Principal, Santa Fe High School, Alachua
Ms. Patty Lipka, Program Director, Cade Museum, Gainesville
Ms. Manda Messner, Principal, A.L. Mebane Middle School, Alachua
Ms. Merrie Shaw, Member, Alachua Chamber of Commerce, Alachua

Perry Center, continued

Mr. Ross Woodbridge, Library Manager, Alachua Library, Alachua

Renew

Ms. Patti Breedlove, Associate Director, UF Sid Martin Biotechnology Incubator, Alachua

Mr. Gib Coerper, Mayor, City of Alachua, Alachua

Mr. Bruce Delaney, Assistant Vice President, Real Estate, University of Florida Foundation, Gainesville

Mr. Eric Godet, Chief Executive Officer, Godet Industries International LLC, Gainesville

Mr. Jay Murray, Financial Advisor / Co-founder, Covenant Wealth Management, Alachua

Ms. Nancy Perry, Gainesville

Ms. Trish Utter, Editor, Good Life Community Magazine, Alachua

Mr. Adrian Weeks, Pastor, Spirit of Excellence Church, Lake Butler

Outgoing

Mr. William Herschleb, Principal, Santa Fe High School, Alachua

Dr. Christine Hirsch, Retired Principal Irby Elementary, Alachua Lions Club, Alachua

Dr. Monika Oli, Program Director, Cade Museum, Gainesville

Blount Center

Renew

Mr. John Alexander, Executive Director, Riechart House, Gainesville

Mrs. Benny Allgood, Associate Vice President, Santa Fe College, Gainesville

Mr. Andy Anderson, Coordinator of Assessment, Exploratory Advisement, Santa Fe College,

Ms. Sharen Baptiste, Workforce Development, Gainesville Area Chamber of Commerce, Gainesville

Mr. Kali Blount, Registered Nurse, Gainesville

Mrs. Delia Carr, Administrative Assistant, Santa Fe College,

Dr. Karen Cole-Smith, Executive Director for Community Outreach and East Gainesville Instruction, Santa Fe College, Gainesville

Mr. Darrius Demps, Enrollement Services, Santa Fe College, Gainesville

Mr. Quinten Eyman, Recruitment Office of Admissions, Santa Fe College, Gainesville

Mrs. Vivian Filer, Gainesville

Mr. Ian Fletcher, Vice President Workforce Development Business, Gainesville Area Chamber of Commerce

Ms. Nkwanda Jah, Executive Director, The Culture Arts Coalition, Gainesville

Dr. Nancy Hardt, Director, Health Disparities and Service Learning Programs, University of Florida, College of Medicine, Gainesville

Mrs. Regina Hawkins, Executive Director, Keep Alachua Beautiful, Gainesville

Ms. Dee Henrichs, Historic Preservation Planner, Community Redevelopment, Gainesville

Mrs. Yvonne Hinson-Rawls, Commissioner District 1, Commissioner City of Gainesville

Mrs. D'Angela Hutchinson, Administrative Assistant, Santa Fe College, Gainesville

Mr. Joe Johnson, Director of Business Service, Gainesville Area Chamber of Commerce, Gainesville

Ms. Lois Jones, Administrative Program Assistant, Santa Fe College, Gainesville

Chief Tony Jones, Gainesville Police Department, Gainesville

Mrs. Makaya McKnight, Chief Operating Officer, Institute for Workforce Innovation, Gainesville

Dr. Leannetta McNealy, Alachua County School Board Member District 4, Alachua County School Board Member, Gainesville

Blount Center, continued

Ms. Aminah Nichols, Program Director of MBK Specialist, Santa Fe College, Gainesville
Mrs. Valerie Phillips, Owner, Caribbean Queen, Gainesville
Mrs. Gigi Simmons, Director of Porter's Community, Porter's, Gainesville
Mrs. Kim Tesch-Vaught, Executive Director, Florida Works, Gainesville
Ms. Michelle Williams, Recruitment and Media Specialist, Santa Fe College, Gainesville
Ms. Rosa Williams, Coordinator of Volunteer Services, Tacachle Volunteer Services, Gainesville

Kika Silva Pla Planetarium

Renew

Mr. Jon U. Bell, Associate Professor of Astronomy, Hallstrom Planetarium Director, Indian River State College, Fort Pierce
Mr. Mark Bennett, Planetarium and Visitor Services Manager, Miami Science Museum, Miami
Ms. Jessica Feldman- Mead, Curriculum Specialist, Alachua County Public Schools, Gainesville
Mr. Bill Helms, Gainesville
Ms. Carole Holmberg, Planetarium Director, Calusa Nature Center, Ft. Myers
Ms. Kathryn Lehman, Coordinator of Cultural Programs, Santa Fe College, Gainesville
Dr. Francisco Reyes, Associate Scientist, University of Florida Department of Astronomy, Gainesville
Ms. Ilene Silverman, Producer and Host, Ilene Silverman Show, Gainesville
Mr. John Tinsler, Science Instructor, Bradford County School District Bradford Middle School, Starke

Board Action Requested:

Approval

Action: Motion to approve items 8.1 through 8.4: Hudson
Second: Mallini
Vote: Hudson - yes, Jackson - yes, Lee - yes, McRae - yes, Mallini - yes,
Woody - yes.

District Board of Trustees
June 17, 2014

Agenda Item: 8.2

*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

400.601, 13-14

Attached are the Financial Statements and Independent Auditors' Report dated December 31, 2013,
for the Santa Fe College Foundation.

Board Action Requested:

Approval of report

Action: Approved. See item 8.1 (417.104).

District Board of Trustees
June 17, 2014

Agenda Item: 8.3

*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 400.602, 13-14

In compliance with Florida Statute 1004.70, on July 1 of each year the board is asked to certify to the Florida College System 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 8.1 (417.104).

Deletion of Courses Not Taught in the Last Five Years

400.603, 13-14

To stay in compliance with Rule 6A-10.0331, Florida Administrative Code, for the 2014-2015 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 2014-2015	
Course Number	Title
AMH2931	WOMEN IN AMERICAN HISTORY
CGS1522	BUSINESS APPLICATIONS OF COMPUTER GRAPHICS
CGS2525	PRESENTATION TECHNOLOGY
CGS2557	WEB AUTHOR 1
EDP2002	INTRODUCTION TO EDUCATIONAL PSYCHOLOGY
EEC2527	CHILDCARE AND EDUCATION LEGAL AND FINANCIAL ISSUES
MAR2141	INTERNATIONAL MARKETING
MKA2511	ADVERTISING
PGY2000	HISTORY OF PHOTOGRAPHY
PGY2221	COMMERCIAL/ILLUSTRATION PHOTOGRAPHY
REA1605	INTEGRATED STUDY SKILLS
TAX2000	FEDERAL INCOME TAX ACCOUNTING

Board Action Requested:

Approval

Action: Approved. See item 8.1 (417.104).

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

First Addendum to Cooperation Agreement with Universidade Estadual Paulista Júlio de Mesquita Filho (UNESP), Brazil

408.2113, 13-14

The proposed document is an addendum to the international cooperation agreement between Santa Fe College and the Universidade Estadual Paulista Júlio de Mesquita Filho (UNESP) which was approved by the Santa Fe College District Board of Trustees on May 21, 2013. The addendum provides the framework for supporting an annual faculty exchange program between these two institutions. The objectives of this exchange are to enhance international instructional and curriculum resources, lay the foundation for potential study-abroad programs, and provide professional development for the participating faculty. Santa Fe College hosted an agricultural scientist from UNESP, Dr. Alcides Leao, in March 2013 as well as a Fulbright Scholar-in-Residence from UNESP, Dr. Regiani Santos Zacarias, during the 2012-2013 academic year. UNESP hosted one Santa Fe faculty member, Dr. Alejandra Maruniak, in March 2014. The proposed addendum would specify the nature of future faculty exchanges as well as the responsibilities of each institution. Santa Fe College's existing International Education budget would help support any costs associated with this new faculty exchange program.

Board Action Requested:

Approval

Action: Motion to approve items 9.1 through 9.7: Woody

Second: Mallini

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

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

Mutual Confidentiality and Non-disclosure Agreement with Foote Partners, LLC 408.2114, 13-14

This is a mutual nondisclosure agreement between Foote Partners, LLC, and Santa Fe College with regard to the exchange of certain business and technical information. The agreement provides that, within the parameters of Florida law, each party shall keep confidential any information disclosed previously or in the future to one party by the other party, either directly or indirectly in writing, which is identified as confidential or proprietary and is otherwise exempt from disclosure under Florida law.

The agreement also provides the recipient of confidential information shall not disclose any confidential information to third parties or to employees of the recipient. The recipient shall take reasonable measures to protect the secrecy of and avoid disclosure and unauthorized use of any confidential information.

The obligations of the recipient of disclosed confidential information under the agreement continue for a period terminating on the date three years from the date on which confidential information is last disclosed under this agreement.

Board Action Requested:

Approval

Action: Approved. See item 9.1 (408.2113).

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

Non-disclosure and Non-solicitation Agreement with Edfinancial Services, LLC 408.2115, 13-14

This is a mutual nondisclosure agreement between Edfinancial Services, LLC, and Santa Fe College with regard to the exchange of certain business and technical information. The agreement provides that, within the parameters of Florida law, each party shall keep confidential any information disclosed previously or in the future to one party by the other party, either directly or indirectly in writing, which is identified as confidential or proprietary and is otherwise exempt from disclosure under Florida law.

The agreement also provides the recipient of confidential information shall not disclose any confidential information to third parties or to employees of the recipient. The recipient shall take reasonable measures to protect the secrecy of and avoid disclosure and unauthorized use of any confidential information.

The obligations of the recipient of disclosed confidential information under the agreement continue for a period terminating on the date three years from the date on which confidential information is last disclosed under this agreement.

Board Action Requested:

Approval

Action: Approved. See item 9.1 (408.2113).

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

Gainesville Technology Entrepreneurship Center (GTEC) Lease with University of North Florida Small Business Development Center (UNF SBDC) 408.2116, 13-14

An incoming tenant of GTEC, The University of North Florida, requested changes to the standard lease agreement approved by Santa Fe College District Board of Trustees on January 21, 2014. The changes have been reviewed and approved by the Provost, General Counsel, Vice President for Administrative Affairs, and Associate Vice President for Economic Development. The Small Business Development Center at University of North Florida provides potential and existing business owners with confidential consulting and training in all aspects of business management and growth.

Board Action Requested:

Approval

Action: Approved. See item 9.1 (408.2113).

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

Memorandum of Understanding with University of Florida
College of Design, Construction and Planning

408.2117, 13-14

The purpose of this memorandum of understanding (MOU) is to outline the agreement between the University of Florida College of Design, Construction and Planning and Santa Fe College with regard to the "DCP at Santa Fe College" program. The two institutions have a longstanding positive relationship based on their mutual goal of academic excellence and their shared dedication to student success. The primary purposes of this program are to provide increased access, enrollment, and graduates in DCP majors that have capacity on the UF campus and to enrich the relationship between UF DCP and SF to benefit not only the student participants in this program but also potential traditional SF students seeking transfer into UF DCP majors. The four majors included in this initial offering of the program are Architecture, Landscape Architecture, Interior Design, and Building Construction/Construction Management. The curricula of these majors allow the students participating in this program to matriculate to the UF campus as early as their second (spring) term. This MOU is valid through June 30, 2014, and then will be automatically extended for one-year terms each year (July 1 – June 30) unless terminated earlier by either institution.

Board Action Requested:

Approval

Action: Approved. See item 9.1 (408.2113).

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

Bradford County Rural Business Enterprise Grant

409.1997, 13-14

This project builds upon and represents the next step in the "Envision Bradford 2023" process. "Envision Bradford 2023" was launched in July 2013 and a comprehensive report was completed in September 2013. This tangible visioning exercise prioritized a list of initiatives identified as critical in the growth and development of a strong economy for the county. Funding will facilitate the provision of needed technical assistance to accomplish several of the following most highly prioritized goals of the Envision Bradford 2023 effort: 1) the collection of data and information needed to compile an Asset/Resource Inventory for Bradford County; 2) compilation of this data and information into a document for dissemination to community stakeholders; 3) creation of an Economic Development Flow Chart for use by local leaders and government officials in recruiting and retaining companies/jobs to Bradford County; and 4) development of a cohesive marketing plan, with a strong functional website, social media presence, and printed materials for use in recruiting companies to Bradford County.

The amount of funds requested from the U.S. Department of Agriculture is \$65,000, with matching funds of \$30,732 from Santa Fe College.

Duration of this project is October 1, 2014, through September 30, 2015.

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 9.1 (408.2113).

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

409.1998, 13-14

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 our 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 135,000 people and 375 artists will participate in performances, festivals, concerts, master classes, lectures, adult and youth educational 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 \$1,514,996 from existing college budget which is required by the funding agency for this level of grant request.

Duration of this project is July 1, 2015, through June 30, 2016.

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 9.1 (408.2113).

Santa Fe College Foundation Liaison Update and Board Members' Remarks

Reporting for the Santa Fe College Foundation, Trustee Mallini stated the Foundation has received \$240,000 in private contributions in the last 30 days, \$40,000 for scholarships and \$200,000 in charitable gift annuity. Havana Nights, a benefit to raise funds for student scholarships, will be Friday, August 1 in the SF Fine Arts Hall from 6-10 p.m. This spectacular event costs \$100 per person and will feature traditional Cuban food, art, and dancing. The annual Bradford County State of the College address will be Tuesday, September 9 at noon at the Charley E. Johns Conference Center in Starke, Florida. Dr. Sasser will give the state of the college address to the community and civic groups.

Discussion: Chairman McRae noted that he has begun work on his book. Each trustee was provided a brief sample of his writing describing his time at Seahorse Key Marine Lab in 1952. Trustee Lee thanked him for all his many contributions to the board and the community.