



Santa Fe College
District Board of Trustees

Minutes of Board Meeting Held November 18, 2014
Andrews Cultural Center, Starke, Florida

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

Members absent: Bessie G. Jackson

Chair Robert L. Woody called the regular meeting of the District Board of Trustees of Santa Fe College to order at 4:05 p.m., at the Andrews Cultural Center in Starke, Florida, followed by the Pledge of Allegiance.

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

President Sasser introduced Ms. Michelle Cooper and Ms. Shannon Elder, the mothers of two students from Bradford County, who provided an outstanding perspective of Santa Fe College at yesterday's Grants Department annual luncheon. They discussed their families' experiences with Santa Fe.

Ms. Cooper said she was extremely grateful to Santa Fe College and appreciated all of the many programs it offers to assist students. She has four children, one in each grade from freshman to senior year. She spoke about how the Educational Talent Search program (ETS) has had such a positive impact on her children and family. She added that she received her AA degree from Santa Fe College. Through the support of the Displaced Homemaker Program, she received the computer skills to become employed and financially support her family. Ms. Elder said her daughter Kennedy began participating in the ETS program in the 8th grade and is currently in the 9th grade. She noted that her daughter is on track to be a first-generation college student and is thankful to Santa Fe for guiding and providing skills that help her daughter expand her educational opportunities. They both stated that they experience great relief in knowing that such a program exists to help their children prepare for college with a team of professionals available to assist them.

The meeting adjourned at 5:05 p.m.



Robert L. Woody, Chair



Jackson N. Sasser, Secretary



**The District Board of Trustees
Santa Fe College, Florida
Board Meeting of November 18, 2014, at 4 p.m.
Andrews Center, Starke, Florida**

Agenda

Adoption of Agenda

Agenda Item: 1.1
418.526, 14-15

1. General Functions

Pledge of Allegiance

- 1.1 Adoption of Agenda for Board Meeting of November 18, 2014
- 1.2 Approval of Board Meeting Minutes of October 21, 2014

2. Information Items

- 2.1 President's Report
- 2.2 Strategic Planning
- 2.3 Standard Health Sciences Clinical Facilities Agreements with:
Ocala Health Imaging Services, LLC
- 2.4 Community Education "Enrich!" Brochure - Winter Term 2015 and
Continuing Workforce Education "Enhance" Brochure - Spring Term 2015
- 2.5 Amended Rule 7.23: Student Conduct Code
- 2.6 Amended Rule 3.22: Criminal Background Checks

3. Citizens' 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

Agreements, Grants

- 4.5 Memorandum of Understanding with Florida Department of Highway Safety and Motor
Vehicles
- 4.6 Second Amendment to Airwave Network Access Services Agreement
- 4.7 Walmart Brighter Futures 2.0 Project Grant
- 4.8 AARP Foundation – BACK TO WORK 50+ Grant
- 4.9 Transition Programs for Students with Intellectual Disabilities (TPSID) Project
SAINT: Student Access and Inclusion Together Grant – Year 2
- 4.10 Lydia Stokes Foundation: Displaced Homemakers Program – Grant
- 4.11 Nationwide Insurance – Quick Response Training Grant

Finance Items

- 4.12 Report of Purchases for October 2014
- 4.13 Colonel Harry M. Hatcher, Jr., Property Survey 15-04

5. Personnel Items

- 5.1 Evaluation of the President
- 5.2 Amendment #7 to President's Contract
Dr. Jackson N. Sasser Incentive Compensation Plan dated January 1, 2015

6. Facilities Items

- 6.1 Institute of Public Safety (IPS) Expansion – Selection Process for Architectural Services – Information Item
- 6.2 Institute of Public Safety (IPS) Expansion – Permission to Advertise, Select and Negotiate Construction Management Services

7. Finance Items

- 7.1 Fund 1 (Current Unrestricted) Revenue and Expenditure Budget Report for October 2014
- 7.2 Report of Investments, Quarter Ending September 30, 2014
- 7.3 First Amendment to Agreement for Temporary Employment Services

8. General Institutional Items

- 8.1 Advisory Committee Appointments for:
 - Apprenticeship
 - Athletics
 - Business Administration and Management
 - Health Information and Management
 - Nursing
 - Office Systems Technology
 - Surgical Technology
 - Welding
- 8.2 Revised Advisory Committee Appointments for Educator Preparation Institute

9. Agreements/Grants

- 9.1 First Amendment to Dual Enrollment Articulation Agreement with School Board of Bradford County
- 9.2 Second Amendment to Dual Enrollment Articulation Agreement with School Board of Alachua County
- 9.3 Second Amendment to Dual Enrollment Articulation Agreement with P.K. Yonge
- 9.4 Collegiate High School Program Agreement with School Board of Alachua County
- 9.5 Collegiate High School Program Agreement with School Board of Bradford County

- 9.6 Collegiate High School Program Agreement with P.K. Yonge
- 9.7 National Science Foundation (NSF) – Online Technical Education in ATE-Funded

Programs: Building Evidence-Based Practice Recommendations Grant

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

Board Action Requested:

Approval

Discussion: Chair Woody 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: Lee
Second: Oody
Vote: Hudson - yes, Lee - yes, Mallini – yes, McRae - yes,
Oody - yes, Prevatt - yes, Woody - yes

Approval of Board Meeting Minutes of October 21, 2014

401.516, 14-15

The minutes of the regular meeting of the District Board of Trustees of Santa Fe College held October 21, 2014, are presented for approval.

Board Action Requested:

Approval

Action: Motion to approve: Mallini
Second: Hudson
Vote: Hudson - yes, Lee - yes, Mallini – yes, McRae - yes,
Oody - yes, Prevatt - yes, Woody - yes

President's Report

Information Item

Dr. Sasser thanked Ms. Cheryl Canova and her staff for hosting today's meeting.

The president noted that this was the last board meeting for Mr. Tim Nesler, Associate Vice President for Information Technology Services and Chief Information Officer. The board took the opportunity to thank Tim for his many years of service to the college.

President Sasser recognized Ms. Rebecca Rogers, Vice President of AFC; Dr. Marin Smilov, College Senate President; and Mr. Austin Browning, Student Senate Vice President. Ms. Nina Trombi, Chair for Career Service Council, was unable to attend.

Dr. Sasser announced the Robertson Administration lobby area has been transformed with the annual homemade quilt display and Christmas trees. He encouraged everyone to stop by and see the beautiful display.

The president added that Commencement is December 12, 2014, at 7 p.m. in the Santa Fe Gymnasium and thanked Chair Woody for bringing greetings on behalf of the board. He noted that as a result of an increasing number of graduates participating in the ceremony, limited seating capacity in the gymnasium, and a commitment to comply with safety standards, tickets will be issued for commencement, with each Santa Fe graduate to receive up to four tickets. He added that additional seating is available in the Fine Arts Hall, E Auditorium and overflow rooms. Also, the next board meeting is January 20, 2014, at the Northwest Campus.

Calendar

December 12, 2014
7 p.m.

Commencement
Gymnasium

January 5, 2015
8:30 a.m.

Convocation
Fine Arts Hall

January 20, 2015
4 p.m.

Regular Board Meeting
Northwest Campus

Strategic Planning

Information Item
419.25, 14-15

Discussion: Dr. Lisa Armour, Vice President for Assessment, Research and Technology, gave an update on the Strategic Plan. She presented a chart showing the integration of planning and assessment efforts thus far in order to provide an update of what has been accomplished as the end of the first year of the strategic planning process approaches. She said one change is substitution of the term “action plan” for “smart objective” because it better conveys what is required to meet the goals of our strategic plan. Since “smart objective” was the term used as the college was going through its SACS accreditation process, it made sense to continue its use until reaffirmation was completed. Dr. Sasser said the Board’s spring workshop will be an opportunity to develop guidelines for further direction in the second year of the strategic planning process.

District Board of Trustees
November 18, 2014

Agenda Item: 2.3

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

Standard Health Sciences Clinical Facilities Agreements with:
Ocala Health Imaging Services, LLC

Information Item
408.2151, 14-15

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 Ocala Health Imaging Services, LLC located in Ocala, Florida for students enrolled in the Santa Fe College Health Sciences Cardiovascular Technology program.

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

Community Education "Enrich!" Brochure - Winter Term 2015 and Continuing Workforce Education "Enhance" Brochure - Spring Term 2015	Information Item 415.156, 14-15
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In accordance with Rule 7.11, the president is authorized to approve fees for Community Education courses and programs. Total fees collected must be equal to at least 100% of the total costs of the Community Education course or program within the fiscal year. A draft of the Community Education brochure ("Enrich") containing the list of courses/programs and associated fees was reviewed and approved by the president at the November 10, 2014, Cabinet meeting and is provided for reporting to the board. Changes may be made as needed.

In accordance with Rule 7.11, the president is authorized to approve fees for Continuing Workforce Education (CWE). Total fees collected must fully support the expenditure of the CWE program within the fiscal year. A draft of the CWE brochure ("Enhance") containing the list of courses/programs and associated fees was reviewed and approved by the president at the November 10, 2014, Cabinet meeting and is provided for reporting to the board. Changes may be made as needed.

Amended Rule 7.23: Student Conduct Code

Information Item
410.493, 14-15

Changes to the Student Conduct Code were considered by a committee which included representation from Student Government, the Career Service Council, as well as faculty and staff from the College Senate.

An overall philosophical change in the tone of the rule shifts away from judicial terminology toward a nationwide trend of using student misconduct as the standard language appropriate for an academic institution. The new code also conforms with new and updated federal laws, including the Violence Against Women Act, The Campus Save Act, Clery and Title IX.

With regards to academic misconduct under the new Student Conduct Code, faculty are able to report academic misconduct using an electronic form, academic misconduct will be handled with the same standard and process as other student misconduct, faculty are encouraged (but not required) to meet with students before leveling charges of academic misconduct, and faculty are afforded more options for sanctioning first time offenses of academic misconduct.

The Student Conduct Code also outlines training for the Student Conduct Board, more rights for victims of dating violence, stalking or sexual violence, mediation for student-to-student issues, guidance for sanctioning and clarification on hazing, retaliation, unauthorized recordings, unauthorized use of phone, fax printers, copiers, gambling, failure to comply with no contact orders, and reporting criminal/disciplinary issues following admission.

Amended Rule 3.22: Criminal Background Checks

Information Item
410.494, 14-15

The primary change to the proposed rule is that criminal background checks will now be required of students who seek to be employed by the college. Language was also added to clarify that the issue of integrity in disclosure may be considered as a significant factor despite the nature or lack of severity of the past misconduct that was not disclosed.

Citizens' Requests

423.32, 14-15

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 Woody 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
November 18, 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)

402.773, 14-15

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

Appointment

Full Time

<u>Name</u>	<u>Position</u>
Raymond Griffin <i>Certificate, Santa Fe College</i>	Interim, Assistant Professor, Automotive Technology
Ranson Thomas <i>B.S.N., University of Central Florida</i>	Interim, Assistant Professor, Nursing

Part Time

Bonne Alexander
Kerri Blumenthal
Christopher Brannan
Emilio Bruna
Jodi Douberly
Mari Jayne Frederick
Rodney Gammons
Joshua McKinney
Susan Moorhead
Alan Pappas
Linda Ricker
David Kelly Tate
Alexander Torres
Raul Villarreal
Brandy Williams-DeBottis

Board Action Requested:

Approval

Action: Motion to approve items 4.1 through 4.13: Hudson
Second: Mallini
Vote: Hudson - yes, Lee - yes, Mallini - yes, McRae - yes,
Oody - yes, Prevatt - yes, Woody - yes

C O N S E N T

District Board of Trustees
November 18, 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)

411.381, 14-15

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

**Technical/Professional
Appointment
Full Time**

Name

Position

*Bermann Mesadieu

Interim, Advisement Specialist, Upward Bound
Program

B.S., University of Florida

Part Time

George Allen Johnson

Specialist, Admissions

*Mary Marshall-Carter

Specialist, Walmart Brighter Futures

Joshua McKinney

Specialist, Fine Arts

*Grant Funded

^Student Activities Funded

Board Action Requested:

Approval

Action: Approved. See item 4.1 (402.773).

C O N S E N T

District Board of Trustees
November 18, 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

404.429, 14-15

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

Appointment

Community Education

Part Time

Name

Beryl Bayer

Program

Watercolor Art

Board Action Requested:

Approval

Action: Approved. See item 4.1 (402.773).

C O N S E N T

District Board of Trustees
November 18, 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

403.518, 14-15

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

**Full Time
Appointments**

<u>Name</u>	<u>Position</u>
Joseph Jester	Administrative Assistant 1, Student Development Instruction
Katie Murphy	Administrative Assistant, Institute of Public Safety
David Warren	Desktop Support Specialist, Instructional Technology Department

Board Action Requested:

Approval

Action: Approved. See item 4.1 (402.773).

CONSENT

District Board of Trustees
November 18, 2014

Agenda Item: 4.5

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

Memorandum of Understanding with Florida Department of Highway Safety and Motor Vehicles 408.2152, 14-15

The Memorandum of Understanding (MOU) with the Florida Department of Highway Safety and Motor Vehicles will allow the College Police Department to access motor vehicle and driver license records for law enforcement purposes. The MOU is a renewal, and sets forth the terms of such access for a 3-year period. The college will not be charged for the records.

Board Action Requested:

Approval

Action: Approved. See item 4.1 (402.773).

CONSENT

District Board of Trustees
November 18, 2014

Agenda Item: 4.6

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

Second Amendment to Airwave Network Access Services Agreement

408.2153, 14-15

In January 2011, the college entered into an agreement with Airwave Networks, Inc., to equip and manage a public wireless network at the Northwest Campus. In 2013, the parties amended the agreement to increase Internet bandwidth, extend the term of the agreement, and revise the monthly costs.

This proposed second amendment is to further increase Internet bandwidth, extend the term, and revise the monthly costs. The upgrade will provide the capability of connecting 30% more devices to the wireless service in areas where students and faculty have the greatest need.

The second amendment would extend the term of the current agreement by 6-7 months through a date that would be 2 years after increased bandwidth becomes available. The parties contemplate that increased bandwidth will be available on or about December 31, 2014. The amendment will increase monthly payments by \$1,294 for a total cost of \$31,056 over 2 years.

Board Action Requested:

Approval of amendment

Action: Approved. See item 4.1 (402.773).

CONSENT

District Board of Trustees
November 18, 2014

Agenda Item: 4.7

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

Walmart Brighter Futures 2.0 Project Grant

409.2017, 14-15

The purpose of this project is to assure that low-income individuals have the training, resources, and support needed to complete a degree, certificate, or industry credential program and move into middle-skill jobs that require 21st century skills. At least 25 employers will be involved in creating and supporting the program. The SF Adult Education Program will provide Adult Basic Education (ABE) classes and GED preparation for at least 650 students and English for Speakers of other Languages (ESOL) classes for approximately 125 students. While in the Adult Education Program, approximately 400 students will participate in job readiness training including career research, resume writing and interview skills, and 350 students will be assisted in transitioning into introductory classes for degree programs, certificate, or credential programs. To assist these low-income individuals, many of whom face multiple barriers to success, the services of partnering support agencies at SF and in the community will be utilized. The program will incorporate best practices based on research and data-driven formative assessment during the early stages; program outcomes will be evaluated quarterly so that changes to the program can be made in a timely fashion.

The amount of funds requested from the Walmart Foundation led by the League for Innovation in the Community College for the last year of the grant is \$100,494 with no matching funds from Santa Fe College. Total funding for the 2-year and 4-month project is \$233,333.

Duration of this project is January 1, 2015 through December 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 (402.773).

CONSENT

District Board of Trustees
November 18, 2014

Agenda Item: 4.8

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

AARP Foundation – BACK TO WORK 50+ Grant

409.2018, 14-15

The purpose of this project is to provide pathways to full-time employment and self-sufficiency for members of the community ages 50-64 seeking jobs in the fields of Nursing Assistant, Medical Coding and Billing, and Office Assistant. Each of these programs qualifies as short-term training opportunities, developed in collaboration with community employers. Santa Fe and community partners will conduct outreach sessions to reach a minimum of 45 candidates each quarter. Participants will have the opportunity to attend Career Fairs, Health Career Opportunities Nights, Soft Skills and College Navigation Workshops, resume writing and interview preparation, Job Fairs and Financial Literacy counseling. Coaching will be provided for 12 candidates each quarter and training scholarships will be provided for 8 individuals in each cohort. Grant funds will provide for training scholarships for 32 participants each year for two years. Recruitment and training support activities will impact a minimum of 260 people per year.

The amount of funds requested from the AARP Foundation is \$82,600, with \$64,540 in matching funds from Santa Fe College for the second grant year. Total funding for the two-year project is \$165,200.

Duration of this project is January 1, 2015, through December 31, 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 4.1 (402.773).

CONSENT

District Board of Trustees
November 18, 2014

Agenda Item: 4.9

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

Transition Programs for Students with Intellectual Disabilities (TPSID)
Project SAINT: Student Access and Inclusion Together Grant – Year 2

409.2019, 14-15

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) develop 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) will provide a wide range of support for success including mentorship, assistive technology and accommodations, and an ongoing advising component. Additional funds will allow Santa Fe College to expand this program for an additional year with the hope of sustaining it into the future.

The amount of funds requested from the Florida Consortium on Postsecondary Education and Intellectual Disabilities is \$14,981, with no matching funds from Santa Fe College.

Duration of this project is August 15, 2014, through August 14, 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 (402.773).

CONSENT

District Board of Trustees
November 18, 2014

Agenda Item: 4.10

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

Lydia Stokes Foundation: Displaced Homemakers Program – Grant

409.2020, 14-15

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

The amount of funds requested from the Lydia Stokes Foundation is \$10,000, with no matching funds from Santa Fe College.

Duration of this project is November 15, 2014, through November 14, 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 (402.773).

CONSENT

District Board of Trustees
November 18, 2014

Agenda Item: 4.11

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

Nationwide Insurance – Quick Response Training Grant

409.2021, 14-15

The Quick Response Training Program is designed to meet the workforce skill needs of existing, new and expanding industries. The purpose of this project is to provide specialized and on-the-job training (including proprietary processes) for approximately 110 Associate Claims Specialist positions over a 24 month period. These are full-time, permanent, highly-skilled, salaried positions with benefits. The training includes introduction to property and casualty insurance, the organization, and job function. Technical skills, including auto and homeowner policy review, and standard operating procedures for multiple processes are covered. Trainers and claims managers will then conduct one-on-one training for the first few days of claims handling. Santa Fe College will serve as the fiscal agent for Workforce Florida, Inc. and will provide no training. The Council for Economic Outreach facilitated development of this project with Santa Fe College. This is year two of a two-year project.

The amount of funds requested from CareerSource Florida, Inc. is \$134,285, with no matching funds from Santa Fe College.

Duration of this project is December 16, 2014, through December 15, 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 (402.773).

C O N S E N T

**District Board of Trustees
November 18, 2014**

Agenda Item: 4.12

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

Report of Purchases for October 2014

202.613, 14-15

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

Purchasing	\$675,737.44
Risk Management Consortium	<u>\$4,300.00</u>
Total	<u>\$680,037.44</u>

<u>P.O. No.</u>	<u>Amount</u>	<u>Procurement</u>	<u>Vendor</u>	<u>Class of Item-Department</u>
Y54529 (Fund 2)	\$ 37,197.00	Contract	School Board of Bradford County	Perkins Postsecondary Grant Workforce Development
Y54573 (Fund 1)	\$ 44,365.00	Contract	Higher One, Inc.	Credit Card Processing Information Technology
Y54643 (Fund 1)	\$ 63,915.06	Exempt	Morse Communications	Telephone System Annual Maintenance Communications
	<u>\$ 145,477.06</u>			

Purchase orders for previously awarded bids/contracts: 3
(All Temp Force)

Amount: \$40,994.00

Other Purchases \$0 - \$35,000.00

Number of purchase orders: 374

Amount: \$493,566.38

Board Action Requested:

Approval of report

Action: Approved. See item 4.1 (402.773).

C O N S E N T

District Board of Trustees
November 18, 2014

Agenda Item: 4.13

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

Colonel Harry M. Hatcher, Jr., Property Survey 15-04

200.854, 14-15

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 October 28, 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	1	\$5,260.00	\$5,260.00	\$0.00
Trade-In	1	\$8,176.00	\$8,176.00	\$0.00
TOTAL	<u>2</u>	<u>\$13,436.00</u>	<u>\$13,436.00</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.

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

Board Action Requested:

Approval

Action: Approved. See item 4.1 (402.773).

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

Evaluation of the President

411.382, 14-15

To be presented at the meeting.

Board Action Requested:

Approval

Discussion: Chair Woody called on Ms. Patti Locascio, General Counsel, to discuss the evaluation process of the president. Ms. Locascio conveyed her appreciation to the board for their committed participation in the process of evaluating the president, which is one of the most important functions of the board. She noted she received the completed evaluation via Survey Monkey and provided the results to the board prior to the meeting. The results, which were shared with the president by Trustee Lee as part of his contract review process, continue to be excellent and show the Board's unanimous support of the president. Regarding item 5.2, Trustee Lee noted Dr. Sasser's great leadership and extraordinary service to the college. Serving as the contract review committee of one, she prepared an analysis and recommendation along with a proposed Amendment #7 to the president's employment contract dated January 1, 2015. The document was delivered to the board prior to the meeting. The board also approved a new Incentive Compensation Plan to encourage the president to remain in the employ of the board. .

Action: Motion to approve items 5.1 through 5.2: Hudson
Second: Prevatt
Vote: Hudson - yes, Lee - yes, Mallini – yes, McRae - yes,
Oody - yes, Prevatt - yes, Woody - yes

District Board of Trustees
November 18, 2014

Agenda Item: 5.2

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

Amendment #7 to President's Contract
Dr. Jackson N. Sasser Incentive Compensation Plan dated January 1, 2015

411.383, 14-15

To be presented at the meeting.

Board Action Requested:

Approval

Action: Approved. See item 5.1 (411.382).

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

Institute of Public Safety (IPS) Expansion – Selection Process for Architectural Services – Information Item

Information Item
412.1129, 14-15

Project Description:

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

Project Status:

Following permission by the Board at its June 17, 2014 meeting (agenda item 5.2) to advertise, select and negotiate a contract for architectural design services for this project, college staff prepared and posted Request for Qualifications #01-15F Architectural Services for Kirkpatrick Center IPS Expansion and received nineteen (19) proposals. A six member selection committee met on September 10, 2014 to review, evaluate and rank the firms proposals in order to create a short-list of firms to invite for interviews. The criteria used to evaluate and rank the proposals was as follows:

- Relevant experience of the firm and project team. (0 – 60 points)
- Ability to perform scope of services. (0 – 30 points)
- Office location (0 – 10 points)

Each of the six committee member's total score per proposal were added together and the top five firms and their point totals were as follows:

<u>Points:</u>	<u>Firm:</u>
498.33	Clemons, Rutherford & Associates, Tallahassee, Florida
459.75	Ponikvar & Associates, Gainesville, Florida
458.75	Walker Architects, Gainesville, Florida
438.75	Flad Architects, Gainesville, Florida
410.00	Kail Partners LLC, Gainesville, Florida

The above five firms were interviewed by the committee on October 9, 2014. The criteria used to evaluate and rank the firms interviews was as follows:

- Understanding of the project (0 – 25 points)
- Approach or method (0 – 25 points)
- Ability to provide service (0 – 10 points)

Each of the six committee member's total score per firm interview were added together and the final ranking was as follows:

<u>Points:</u>	<u>Firm:</u>
339	Clemons, Rutherford & Associates, Tallahassee, Florida
303	Walker Architects, Gainesville, Florida
282	Flad Architects, Gainesville, Florida
270	Ponikvar & Associates, Gainesville, Florida
213	Kail Partners LLC, Gainesville, Florida

Clemons, Rutherford & Associates was unanimously selected by the committee. The committee felt they understand the intricacies of designing a police and EMS training facility, relayed an outstanding approach to be employed in the design and also presented a team that could deliver the project. Currently, an agreement is being negotiated with Clemons, Rutherford & Associates for the Architectural Design Services of the IPS expansion project. The agreement for Architectural Design Services will be brought back for board approval once negotiation and review is finalized.

Discussion: Mr. Bill Reese, Associate Vice President for Facilities Services, reviewed items 6.1 and 6.2 individually.

Action: Motion to approve item 6.2: Oody
Second: Hudson
Vote: Hudson - yes, Lee - yes, Mallini – yes, McRae - yes,
Oody - yes, Prevatt - 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 – Permission to Advertise, Select and Negotiate Construction Management Services 412.1130, 14-15

Project Description:

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

Architect/engineer	<i>Negotiating with Clemons, Rutherford & Associates</i>
Contractor/construction manager	TBD
Uniform building inspector	In-House
Estimated project budget	\$8,100,000
Source of funds	PECO

Project Status:

With the selection of an architectural firm for the design of the IPS expansion, college staff is now requesting the Board grant permission to advertise, select and negotiate a contract with a construction management firm for construction of the facility expansion. The College has found it beneficial to select a construction manager before design completion to help value engineer the project and get better cost estimates all in an effort to reduce unnecessary change orders to the project.

Board Action Requested:

Permission to advertise, select and negotiate a contract for construction management services.

Action: Approved. See information item 6.1 (412.1129).

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 201.777, 14-15
October 2014

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 October 31, 2014.

The following summary provides a comparison of actual revenues and expenditures for 2014-2015 vs. 2013-2014.

	2014-2015		2013-2014	
	<u>Dollar Amount</u>	<u>Percent of Budget</u>	<u>Dollar Amount</u>	<u>Percent of Total Year</u>
Revenue	28,182,804	38.34	29,255,458	40.30
Expenditure	19,630,531	23.02	20,392,785	27.91

Board Action Requested:

Approval of report

Discussion: Ms. Ginger Gibson, Vice President for Administrative Affairs and CFO, reviewed items 7.1 through 7.3 individually. Motion McRae, Second Mallini, unanimous

Action: Motion to approve item 7.1 through 7.3: McRae
Second: Mallini
Vote: Hudson - yes, Lee - yes, Mallini – yes, McRae - yes,
Oody - yes, Prevatt - yes, Woody - yes

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

Report of Investments, Quarter Ending September 30, 2014

201.778, 14-15

Demand deposits are maintained in the board's operating funds account with BBVA Compass. Daily collected balances earn interest at the average monthly federal funds rate less 50 basis points.

Average Adjusted rate (not less than 0), Month of September	0%
Interest earnings, quarter	\$0
Interest earnings, fiscal year to date	\$0

Short-term investments are invested in the Florida PRIME investment pool administered by the State Board of Administration. Investments in the Florida PRIME investment pool are reported at fair value, which is amortized cost.

Participant Yield, at September 30, 2014	0.16%
Interest earnings, quarter	\$6,761
Interest earnings, fiscal year to date	\$6,761

Investments in the Local Government Surplus Trust Funds Investment Pool, Fund B, administered by the State Board of Administration (SBA), have been recorded at estimated fair value each month based on the monthly reported Fair Value Factor and the College's pro rata share of the investment pool. As of September 26, 2014, sales have been completed of all the collateral assets of the pool. Pursuant to Florida Law, all funds remaining after the original principal has been returned to participants, must be transferred back to Florida PRIME. Currently, no fair value increase in the investments has been provided to participants, only principal returned. Therefore, the loss realized this quarter includes the reversal of the fair value reserve and corresponding loss in the current month (moves the asset back to the principal value). Should there be any further distribution of earnings this will occur in the Florida PRIME account at a later date.

Fair Value Factor, at September 30, 2014	0%
Realized loss, quarter	\$(35,917)
Realized loss, fiscal year to date	\$(35,917)

Short-term investments are invested in the Florida Division of Treasury Special Purpose Investment Account (SPIA). Investments in the SPIA are recorded at cost each month.

Annualized effective rate, net, at September 30, 2014	1.31%
Interest earnings, quarter	\$124,843
Interest earnings, fiscal year to date	\$124,843

Long-term investments are managed through the investment management services agreement with PFM Asset Management, LLC. Funds deposited in this account are those, which the college finance staff has calculated can be invested for a longer term in that the investment policy is based on a maximum effective maturity of three years.

Effective Duration	1.70 Years
Yield-to-maturity at cost	0.71%
Earnings, quarter	\$1,457
Earnings, FYTD	\$1,457

Interest Earnings Comparison:

Total interest earnings fiscal year to date 2014/2015	\$97,144
Total interest earnings fiscal year to date 2013/2014	\$105,339

Board Action Requested:

Approval

Action: Approved. See item 7.1 (201.777).

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

First Amendment to Agreement for Temporary Employment Services

408.2154, 14-15

On May 15, 2012, the Board approved entering into an agreement with Temp Force, L.P. to provide employment services to the College through June 30, 2017, with an option to renew through June 30, 2022. As part of the agreement, Temp Force may propose an increase in charges due to significant increased costs beyond the company's control caused by governmental action.

Temp Force will be obligated to comply with the Patient Protection and Affordable Care Act beginning in January 2015, and as a result will incur significant increased costs. This amendment adds a new fee of 29 cents per hour to cover Temp Force's costs of offering and providing health care. This fee is in addition to the existing billing structure.

Appropriate College staff and legal counsel have reviewed the proposed fee and find it to be reasonable.

Board Action Requested:

Approval

Action: Approved. See item 7.1 (201.777).

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

Advisory Committee Appointments for: 417.105, 14-15
Apprenticeship
Athletics
Business Administration and Management
Health Information and Management
Nursing
Office Systems Technology
Surgical Technology
Welding

The advisory board committee appointments are being recommended to the board effective January 1, 2015, through December 31, 2016. All individuals have been contacted and have agreed to serve for the two-year period.

Apprenticeship

New

Mr. Matt Gera, Preston-Link, Gainesville
Mr. Randy Hayes, Hayes Electric and Air Conditioning, Starke
Mr. Bob McCollum, A+ Air Conditioning & Refrigeration, Inc., Gainesville

Renew

Mr. Ralph Banks, Preston-Link, Gainesville
Ms. Annette Cornwell, Blakeland Inc., Gainesville
Mr. Mike Gentry, All Florida Electric, Gainesville
Mr. Ed Heune, MM Parrish Construction Co., Gainesville
Mr. Mark Hurm, Mark Hurm & Co., LLC, Gainesville
Mr. Mike McGraw, Vintage Electric, Inc., Gainesville
Mr. Billy Samples, Mid-State Electric, Gainesville
Mr. Matt Webster, Charles Perry Partners, Inc., Gainesville

Outgoing

Mr. Jay Linkenhelt, Preston-Link Electric, Inc., Gainesville
Mr. Jim Painter, Painter Masonry, Inc., Gainesville
Mr. Guy Roig, Preston-Link Electric, Inc., Gainesville
Mr. Doyle Sikes, Ray French AC and Heating, Gainesville
Mr. Richard Torode, Torodo Electric and Systems, Inc., Starke

Athletics

New

Mr. Kevin Bird, Advising Specialist, Advisement Center, Santa Fe College, Gainesville
Mr. Kevin Bzoch, Athletics Booster, Davis Companies, Newberry
Ms. Jill Cunningham, Professor, Business Programs, Santa Fe College, Gainesville
Mr. Ceddrick Daniels, Football Coach, Gainesville High School, Gainesville
Mr. David Houder, Director, Communications & Creative Services, Santa Fe College, Gainesville
Dr. Heidi Lannon, Associate Professor, Social & Behavioral Science, Santa Fe College, Gainesville
Ms. Dana Lindsey, Counseling Specialist, Disabilities Resource Center, Santa Fe College, Gainesville

Athletic, continued.

Dr. David Price, Professor, Social & Behavioral Sciences, Santa Fe College, Gainesville

Dr. Tracy Reeves, Director, Student Life, Santa Fe College, Gainesville

Renew

Dr. Naima Brown, Vice President, Student Affairs, Santa Fe College, Gainesville

Dr. Byron Dyce, Retired Professor Emeritus, Mathematics, Santa Fe College, Gainesville

Mr. Mike Hutley, Registrar, Santa Fe College, Gainesville

Mr. Scott Jamison, Specialist, Athletics Department, Santa Fe College, Gainesville

Mr. Gregg Jones, Professor, Fine Arts, Santa Fe College, Gainesville

Mr. Jim Keites, Director, Athletics, Santa Fe College, Gainesville

Mr. Mike Powell, Consultant/Higher Education and Athletics Specialist, Mike Powell & Associates, Gainesville

Dr. Christopher Raye, Assistant Professor, Social & Behavioral Sciences, Santa Fe College, Gainesville

Dr. Dan Rodkin, Associate Vice President, Student Affairs, Santa Fe College, Gainesville

Mr. Martin Salamone, Assistant Athletic Director, Marketing, University Athletic Association, Gainesville

Mr. Harry Tholen, Retired Baseball Coach, Santa Fe College, Gainesville

Ms. Jennifer Thomas, Associate Registrar, Santa Fe College, Gainesville

Mr. Freddie Wehbe, Owner, Alachua & Bradford Counties, Gator Dominos, Gainesville

Mr. Scott Wilson, Football Coach, BUACTC, Starke

Ms. Carole Windsor, Director, Academic Foundations, Santa Fe College, Gainesville

Ms. Laurel Woolsey, Associate Professor Academic Foundations, Santa Fe College, Gainesville

Outgoing

Mr. Neal Chipoletti, Athletic Director, Bradford County High School, Starke

Mr. Jack Hughes, Gainesville

Mr. Blair Janes, Associate Agency Owner, Brightway Insurance, Gainesville

Mr. Alan Pappas, Retired, Santa Fe College, Gainesville

Ms. Lynn Sullivan, Retired, Santa Fe College, Gainesville

Dr. Portia Taylor, Retired, Santa Fe College, Gainesville

Business Administration and Management

New

Mr. Jeremy Nichols, Director of Recruiting – Alachua and Marion County, Panera Bread – Covelli Family Limited Partnership, Tampa

Ms. Andrea McClintic, Claims Center Manager, Enterprise Holdings, Gainesville

Renew

Ms. Kimberly Baxley, Director, Employee Relations, University of Florida Office of Human Resources Services, Gainesville

Mr. Mike Hutley, Registrar, Santa Fe College, Gainesville

Mr. Steve Kalishman, Attorney, Law Offices of Steven Kalishman, Gainesville

Outgoing

Ms. Kim Baldry, Manager, Human Resources, Alachua County Administrative Services, Gainesville

Health Information Management

New

Ms. Japera Denson, HIM Director, Meridian Behavioral Healthcare, Inc, Gainesville

Mr. Ian Fletcher, Vice President, Gainesville Chamber of Commerce, Gainesville

Ms. Angelica Hudson, Chief Health Information Technology, North Florida/South Georgia Veterans Health System, Gainesville

Health Information Management, continued.

Mr. Jim Schultz, Manager, Greenway Health, Tampa

Ms. Kristina Young, Director, SIMED Health Human Resources, Gainesville

Renew

Ms. Wanda Bergman, VP of Clinical Affairs, Meridian Behavioral Healthcare, Inc., Gainesville

Ms. Debra Humphrey, Business Manager, Haven Hospice, Gainesville

Ms. Kat Lindsey, IT Expert, University of Florida Student Health Care Center, Gainesville

Ms. Toni Ratliff, BSN, RN, MBA, Associate Director, University of Florida Student Health Care Center, Gainesville

Mr. Charlie Robinson, HIM Chief Operating Officer, Parallon, Jacksonville

Ms. Pam Rollins, MM, RHIA, Director, HIM, Shands at UF, Gainesville

Ms. Debra Sirota, RHIT, Associate Director, Health Information and Record Management, Shands at UF, Gainesville

Ms. Lee Starling, HIRM Support Supervisor, Shands at UF, Gainesville

Outgoing

Ms. Melissa Barbera, Business Manager, Florida Skin Cancer and Dermatology Specialist, PA, Gainesville

Ms. Jean DeWitt, RHIT, Director/Privacy Officer, Shands Starke Regional Medical Center, Starke

Ms. Betty Hamilton, RHIA, CCS, CPC, Chief, Health Information Management Section, North Florida/South Georgia Veterans Health Systems, Gainesville

Mr. Kenneth Stokes, Micanopy

Mr. R. William Treloar, MBA, RHIA, Gainesville

Nursing

New

Dr. Jean Bulmer, Administrative Director, Nursing Education/Staff Development, UF Health Shands Nursing Education, Gainesville

Ms. Nancy Duckworth, Nurse Educator, UF Health Shands Psychiatric Hospital, Gainesville

Ms. Christa Goon, Director of Nursing, Palm Gardens, Gainesville

Ms. Joanne Leopold, North Florida/ South Georgia Veterans Healthcare System, Gainesville

Ms. Tinia McCleese, Director of Nursing, North Florida Rehab and Specialty Care Center, Gainesville

Ms. Bobbie Morrisett, Affiliation/Nurse Educator, North Florida/South Georgia Veterans Healthcare Systems, Lake City

Ms. Sherri Spillman, Administrator, Terrace Health and Rehab Center, Gainesville

Ms. Kim Tesch-Vaught, Executive Director, Career Source, Region 9, Gainesville

Renew

Dr. Irene Alexaitis, Vice President of Nursing Services, UF Health Shands, Gainesville

Dr. Karen Bennett, Director Little School, Santa Fe College, Gainesville

Ms. Vivian Filer, Retired, Santa Fe Professor & Nursing Administration Emeritus, Gainesville

Ms. Carrol Godwin, Nurse Educator, Women's & Pediatric Clinics at Shands Medical Plaza, Gainesville

Mr. George Hamilton, Administrator, Gainesville Health Care, Gainesville

Dr. Kevin McBride, Physician, Shands Medical Group of Starke, Gainesville

Ms. Shannon Miller, Education Director, North Florida Regional Medical Center, Gainesville

Ms. Scarlott Mueller, Vice President Chief Nursing Officer, North Florida Regional Medical Center, Gainesville

Ms. Robin Riffie, Chief Nurse, North Florida/South Georgia Veterans Healthcare Systems, Gainesville

Nursing, continued.

Ms. Andrea Waterhouse, MSN, ARNT, Chief of Nursing Officer, Shands at Starke, Starke

Outgoing

Dr. Sharon Bradley, Associate Dean for Academic & Student Affairs, UF College of Nursing Health Professions, Nursing & Pharmacy Complex, Gainesville

Ms. Jamie Gilran, RN, Gainesville Health Care Center, Gainesville

Ms. Mae Griner, Staff Nurse, North Florida Regional Medical Center, Gainesville

Ms. Betty Jax, ARNP, MSN, Retired Administrative Director, Professional Nursing Practice, Nursing Education Shands at University of Florida, Gainesville

Ms. April Kocher, RN, Director of Nursing, Palm Gardens, Gainesville

Ms. Winnie Nielsen, Workforce Development Coordinator, Human Resources, Shands Healthcare System, Gainesville

Ms. Lisa Streer, RN, Director of Nursing, North Florida Rehab & Specialty Care, Gainesville

Ms. Jill Tapia, RN, Director of Nursing, Woodlands Care Center of Alachua County, Gainesville

Office Systems Technology

Renew

Ms. Karen Coles, Program Assistant, Assessment Center, Santa Fe College, Gainesville

Ms. Patty Foster, Senior Executive Assistant, University of Florida Athletic Association, Gainesville

Ms. Debi McElroy, Executive Assistant to the Provost and Vice President for Academic Affairs, Santa Fe College, Gainesville

Ms. Lila Sellars, Executive Secretary for the Superintendent, Bradford County Schools, Starke

Ms. Brette Williams, Marketing, Sales, Provider Education, Everest A/R Management, Gainesville

Surgical Technology

New

Ms. Sharon Batie, RN, Clinical Manager, Shands at UF, Gainesville

Ms. Debi Bishop, Hidden Oak Elementary School, Gainesville

Ms. Sharon Conlon, RN, Perioperative Coordinator, Lake City Veteran's Affairs Medical Center, Lake City

Mr. Jerry Davis, CST, High Springs

Ms. Jade Englehardt, CST, Shands at UF, Gainesville

Ms. Jessica Greeno, CST, Shands at UF, Gainesville

Dr. Brian Kerr, Physician, Gainesville ENT, Gainesville

Ms. Kathryn Kirkman, RN, Charge Nurse, Shands Florida Surgical Center, Gainesville

Mr. Chris Malecki, CST, Shands at UF, Gainesville

Ms. Amy Beth Parker, CST, Shands at UF, Gainesville

Dr. Martin Rifkin, Physician, Southeastern Integrated Medical Plaza, Gainesville

Dr. Jason Shinn, Physician, Orthopedic, Gainesville

Ms. Melissa Welch, CST, Gainesville

Renew

Ms. Sabrina Aguirre, Operating Room Coordinator, Women's Center, North Florida Regional Medical Center, Gainesville

Ms. Gail Avigne, Nurse Manager, Florida Surgical Center, Gainesville

Ms. Jackie Baker, RN, Operating Room Educator, Operating Room Shands Teaching Hospital, Gainesville

Ms. Patricia Barber, RN, Operating Room Clinical Manager, Operating Room Shands Teaching Hospital, Gainesville

Surgical Technology, continued.

Ms. Gwen Casey, Operating Room Educator, Operating Room North Florida/South Georgia Veterans Health System, Gainesville
Ms. Mary Fuller, Operating Room Coordinator, North Florida Surgical Pavilion, Gainesville
Ms. Carol Harmon, Director of Surgical Services, Main Operating Room, North Florida Regional Medical Center, Gainesville
Ms. Jolene Hawkins, RN, Assistant Director, Operating Room North Florida Regional Medical Center, Gainesville
Ms. Rosie Lazaros, RN, Assistant Director, Operating Room North Florida Regional Medical Center, Gainesville
Mr. Kevin Mazorra, CST, Munroe Regional Medical Center, Ocala
Ms. Deedra McCray, RN, Operating Room Coordinator, Operating Room Shands at Lake Shore Hospital, Lake City
Ms. Tammy Phillips, Charge Nurse, Shands Children's Surgical Center, Gainesville
Dr. Earle Pickens, Medical Director, Surgical Group of Gainesville, Gainesville
Ms. Jill Richmond, RN, OR Charge Nurse, Shands Florida Surgical Center, Gainesville
Ms. Karol Santovin, Operating Room Head Nurse, Operating Room North Florida/South Georgia Veterans Health System, Lake City
Ms. Jolene Seltzer, RN, Operating Room Staff Educator, Florida Surgical Center, Gainesville
Ms. Judy Stewart, Operating Room Manager, Putnam Medical Center, Palatka
Ms. Mary Sutton, CST/CFA, Shands, Gainesville
Ms. Diane Warner, Lake City Medical Center, Lake City
Mr. Dan Whitcraft, Director, Alachua County Library District, Gainesville
Ms. Rachel Wilkerson, Gainesville
Ms. Terry Wilson, RN, Operating Room Clinical Manager, Operating Room Shands South Tower Teaching Hospital, Gainesville
Ms. Marcella Wimsatt, RN, Operating Room Nurse Manager, Operating Room North Florida/South Georgia Veterans Health System, Gainesville

Welding

New

Mr. Chris Utman, AWS/CWI, Weldtest Services, High Springs

Renew

Mr. James Class, Welding Instructor, College of Central Florida/Levy Campus, Chiefland
Mr. Mark Geiger, Welding Instructor, Bradford/Union Area Vocational Technical Center, Starke
Mr. Andrew Murray, Machine Operator, Maddox Foundry & Machine Works, Archer
Mr. Bill Seyfarth, Certified Welding Inspector, Weldtest Services, Cedar Key
Mr. Scott Thomas, Shift Foreman, PDM Bridge, Palatka

Outgoing

Mr. Ryan Mackey, Maintenance Mechanic, University of Florida, Gainesville

Board Action Requested:

Approval

Action: Motion to approve items 8.1 through 8.2: Prevatt
Second: Oody
Vote: Hudson - yes, Lee - yes, Mallini – yes, McRae - yes,
Oody - yes, Prevatt - yes, Woody - yes

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

Revised Advisory Committee Appointments for Educator Preparation Institute

417.106, 14-15

After the Educator Preparation Institution Advisory Committee members were approved by the board in June, one member resigned and a new member is being recommended, as listed below.

Outgoing Member

Ms. Heather Harbour, Director of Staff Development, School Board of Alachua County

New Member

Ms. Isabel Carter, Supervisor of Staff Development, School Board of Alachua County

Board Action Requested:

Approval

Action: Approved. See item 8.1 (417.105).

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

First Amendment to Dual Enrollment Articulation Agreement with
School Board of Bradford County

408.2155, 14-15

The college has a dual enrollment agreement in place with the School Board of Bradford County. Last year, the Legislature amended Section 1007.271, F.S., including a change to the definition of students who can participate in dual enrollment programs. Section 1007.271(2), F.S., now states that "...an eligible secondary student is a student who is enrolled in any of grades 6 through 12 in a Florida public school..." The Florida Department of Education's Office of Articulation has requested that dual enrollment agreements be amended to reflect the revised definition. Accordingly, the attached proposed amendment addresses the statutory change and creates a new dual enrollment option (for a total of five options). The amendment also addresses other items, such as an extension of existing financial arrangements with the School Board of Bradford County.

Board Action Requested:

Approval

Discussion: Dr. Sasser asked Dr. Bonahue to discuss items 9-1 through 9.6. Dr. Bonahue stated that the college has dual enrollment agreements in place with the School Boards of Alachua and Bradford County along with P.K. Yonge Developmental Research School. Last year, the Legislature amended Section 1007.271, F.S., to include a change which allows students to participate in dual enrollment programs beginning in sixth grade. The Florida Department of Education's Office of Articulation has requested that dual enrollment agreements be amended to reflect the revised definition. Accordingly, the attached proposed amendments address the statutory change and create a new dual enrollment option, which is required to be effective by January 2015. Dr. Bonahue also explained that in the last session, the Florida Legislature enacted a new law requiring Florida College System institutions to work with district school boards to establish a collegiate high school program by August 2015. The collegiate high school program must provide public school students in grades 11 or 12 the option to earn industry certifications and credits toward an associate or baccalaureate degree. Although this is a new legal requirement, as a practical matter, the College's existing dual enrollment program satisfies the collegiate high school requirements. The statute requires that each college and school board execute a contract to establish the collegiate high school program, and the Department of Education will conduct a review in January 2015 to determine FCS compliance. Dr. Bonahue thanked Ms. Linda Lanza-Kaduce, Ms. Karen Clark with Alachua County Schools, Ms. Lynda Hayes with P.K. Yonge, Trustee Prevatt, and our legal team led by General Counsel Patti Locascio for helping with the contracts to be implemented by 2015.

Action: Motion to approve items 9.1 through 9.7: Oody
Second: Hudson
Vote: Hudson - yes, Lee - yes, Mallini - yes, McRae - yes,
Oody - yes, Woody - yes

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

Second Amendment to Dual Enrollment Articulation Agreement with
School Board of Alachua County

408.2156, 14-15

The college has a dual enrollment agreement in place with the School Board of Alachua County. Last year, the Legislature amended Section 1007.271, F.S., including a change to the definition of students who can participate in dual enrollment programs. Section 1007.271(2), F.S., now states that "...an eligible secondary student is a student who is enrolled in any of grades 6 through 12 in a Florida public school...." The Florida Department of Education's Office of Articulation has requested that dual enrollment agreements be amended to reflect the revised definition. Accordingly, the attached proposed amendment addresses the statutory change and creates a new dual enrollment option (for a total of five options).

Board Action Requested:

Approval

Action: Approved. See item 9.1 (408.2155).

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

Second Amendment to Dual Enrollment Articulation Agreement with P.K. Yonge 408.2157, 14-15

The college has a dual enrollment agreement in place with P.K. Yonge Developmental Research School. Last year, the Legislature amended Section 1007.271, F.S., including a change to the definition of students who can participate in dual enrollment programs. Section 1007.271(2), F.S., now states that "...an eligible secondary student is a student who is enrolled in any of grades 6 through 12 in a Florida public school...." The Florida Department of Education's Office of Articulation has requested that dual enrollment agreements be amended to reflect the revised definition. Accordingly, the attached proposed amendment addresses the statutory change and creates a new dual enrollment option (for a total of five options).

Board Action Requested:

Approval

Action: Approved. See item 9.1 (408.2155).

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

Collegiate High School Program Agreement with School Board of Alachua County 408.2158, 14-15

In its last session, the Florida Legislature enacted a new law requiring Florida College System institutions to work with district school boards to establish a collegiate high school program (1007.273, F.S.). The collegiate high school program must provide public school students in grades 11 or 12 the option to earn industry certifications and credits toward an associate or baccalaureate degree. Although this is a new legal requirement, as a practical matter, the College's existing dual enrollment program satisfies the collegiate high school requirements.

The statute requires that each college and school board execute a contract to establish the collegiate high school program, and the Department of Education will conduct a review in January 2015 to determine FCS compliance.

Accordingly, the proposed agreements between the College and our three in-district school districts (Alachua County, Bradford County, and the P.K. Yonge DRS) set forth the terms of the program. The funding mechanisms for each contract remain the same as for the current dual enrollment programs.

Board Action Requested:

Approval

Action: Approved. See item 9.1 (408.2155).

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

Collegiate High School Program Agreement with School Board of Bradford County 408.2159, 14-15

In its last session, the Florida Legislature enacted a new law requiring Florida College System institutions to work with district school boards to establish a collegiate high school program (1007.273, F.S.). The collegiate high school program must provide public school students in grades 11 or 12 the option to earn industry certifications and credits toward an associate or baccalaureate degree. Although this is a new legal requirement, as a practical matter, the College's existing dual enrollment program satisfies the collegiate high school requirements.

The statute requires that each college and school board execute a contract to establish the collegiate high school program, and the Department of Education will conduct a review in January 2015 to determine FCS compliance.

Accordingly, the proposed agreements between the College and our three in-district school districts (Alachua County, Bradford County, and the P.K. Yonge DRS) set forth the terms of the program. The funding mechanisms for each contract remain the same as for the current dual enrollment programs.

Board Action Requested:

Approval

Action: Approved. See item 9.1 (408.2155).

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

Collegiate High School Program Agreement with P.K. Yonge

408.2160, 14-15

In its last session, the Florida Legislature enacted a new law requiring Florida College System institutions to work with district school boards to establish a collegiate high school program (1007.273, F.S.). The collegiate high school program must provide public school students in grades 11 or 12 the option to earn industry certifications and credits toward an associate or baccalaureate degree. Although this is a new legal requirement, as a practical matter, the College's existing dual enrollment program satisfies the collegiate high school requirements.

The statute requires that each college and school board execute a contract to establish the collegiate high school program, and the Department of Education will conduct a review in January 2015 to determine FCS compliance.

Accordingly, the proposed agreements between the College and our three in-district school districts (Alachua County, Bradford County, and the P.K. Yonge DRS) set forth the terms of the program. The funding mechanisms for each contract remain the same as for the current dual enrollment programs.

Board Action Requested:

Approval

Action: Approved. See item 9.1 (408.2155).

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

National Science Foundation (NSF) – Online Teaching Education in ATE-Funded Programs: Building Evidence-Based Practice Recommendations Grant 409.2022, 14-15

The purpose of this project is to synthesize what has been learned about designing and providing online technical education in 38 funded ATE projects in order to provide guidance on best practices for online technical education. The ATE program has funded several projects that involve significant online educational elements to enhance or deliver technical education courses, yet there has been no central coordination and sharing of ideas from these projects. It is not clear what aspects of the broader literature about online learning is applicable to technical education. The vast majority of existing literature about online education in community colleges focuses on entry-level general education courses, yet the current emphasis on degree completion highlights technical education. Over the last 5 years these projects have involved creating fully online technical courses, hybrid courses, or online elements that would enhance face-to-face instruction. The impact of introducing online courses and course elements goes beyond teaching and learning to affect the whole college. More information is needed about how online education is being used to provide or enhance technical education and its impact on faculty, students, and the college as a whole. The syntheses of the gathered information will generate evidence-based knowledge about what works and what does not work in online technical education.

This is a collaborative partnership between Western Michigan University as the fiscal agent, Santa Fe College (Gainesville, FL) and Santa Fe Community College, New Mexico. This is year one of a two-year project.

The amount of funds requested from the National Science Foundation (NSF) through Western Michigan University as the project lead is \$17,784, with no matching funds from Santa Fe College.

Total funding for the two-year project is \$35,000.

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

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 9.1 (408.2155).

Santa Fe College Foundation Liaison Update and Board Members' Remarks

Reporting for the Santa Fe College Foundation, Trustee Mallini stated the annual Board of Directors meeting is Thursday, December 4, 2014, at the CIED beginning at noon. He added that each year the Council for Resource Development (CRD) recognizes the outstanding contributions of donors who have made a difference to a community college. Charles and Nancy Perry were selected as the 2014 Region 4 award winners in Washington, D.C. this past weekend. Mr. Chuck Clemons added that Nancy was highly energized and accepted the award in "Mr. Perry style" by distributing whistles to everyone and having the audience blow the whistle at the same time. For those that do not know, Mr. Perry always called a meeting of his staff to order by whistling, so Nancy has continued that protocol. He added that her remarks will be remembered for a long time.