



Santa Fe College
District Board of Trustees

Minutes of Board Meeting Held June 16, 2015
Northwest Campus, Gainesville, Florida

Members present: Blake Fletcher, Robert C. Hudson, Caridad E. Lee, G. Thomas Mallini,
Arley W. McRae, Jeffrey L. Oody

Members absent: Lisa M. Prevatt, Robert L. Woody

Vice Chair Jeffrey L. Oody called the regular meeting of the District Board of Trustees of Santa Fe College to order at 4 p.m., at the James L. Wattenbarger Building in Gainesville, Florida, followed by the Pledge of Allegiance.

Added: Item 5.2 – Ratification of Emergency Signature Authority for First Amendment to Agreement of Sale and Purchase

Trustee Arley McRae was delayed in arriving. He joined the meeting during item 2.1.

The meeting adjourned at 5:28 p.m.

Chair

Jackson N. Sasser, Secretary



**The District Board of Trustees
Santa Fe College, Florida
Board Meeting of June 16, 2015, at 4 p.m.
Wattenbarger Student Services Building, Gainesville, Florida**

Amended Agenda

Adoption of Agenda

Agenda Item: 1.1

418.531, 14-15

1. General Functions

Pledge of Allegiance

- 1.1 Adoption of Agenda for Board Meeting of June 16, 2015
- 1.2 Approval of Board Meeting Minutes of May 19, 2015
- 1.3 Board Meeting Schedule for 2015-2016

2. Information Items

- 2.1 President's Report
- 2.2 Strategic Planning
- 2.3 Organization of the Board for 2015-2016
- 2.4 Amended Rule 2.15: Behavioral Intervention Team
- 2.5 New Bachelor of Applied Science in Information Systems Technology

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 2015-2016

Agreements, Grants

- 4.6 Facilities Use and Training Personnel Agreement with City of Gainesville Police Department
- 4.7 North Central Florida Educational Talent Search Project Grant
- 4.8 Upward Bound Program Grant
- 4.9 Carl D. Perkins Career and Technical Education Postsecondary Programs, Section 132 Grant
- 4.10 Carl D. Perkins Postsecondary Rural and Sparsely Populated Grant
- 4.11 Adult Education and Family Literacy, *Adult General Education* Grant
- 4.12 Adult Education and Family Literacy, *English Literacy/Civics Education* Grant
- 4.13 Criminal Justice Training Trust Funds Grant
- 4.14 Rape Aggression Defense (RAD) Training & "Safe Santa Fe" Initiative Byrne Grant 2015

- 4.15 NASA STEM Teacher Preparation Summer Camp Grant
- 4.16 Higher One Financial Literacy Counts Grant

Finance Items

- 4.17 Report of Purchases for May 2015
- 4.18 Colonel Harry M. Hatcher, Jr., Property Survey 15-08

5. Facilities Items

- 5.1 Annual Capital Improvement Plan
- 5.2 Ratification of Emergency Signature Authority for First Amendment to Agreement of Sale and Purchase **ADDED**

6. Rules

- 6.1 Amended Rule 4.3: Degree and Certificate Requirements: Associate in Arts, Associate in Science, Baccalaureate, Technical Certificate, Applied Technology Diploma, and Vocational Certificate
- 6.2 Amended Rule 7.11: Student Fees and Refunds

7. Finance Items

- 7.1 Fund 1 (Current Unrestricted) Revenue and Expenditure Budget Report for May 2015
- 7.2 Approval of 2015-2016 Operating Budget
- 7.3 Approval of 2015-2016 Unexpended Plant Fund Budget (Fund 7)
- 7.4 Permission to Write Off Uncollectible Accounts
- 7.5 User Fines and Fees Schedule
- 7.6 First Amendment to Agreement for Investment Management Services between The Florida College System Risk Management Consortium (FCSRMC) and PFM Asset Management, LLC (PFM)

8. General Institutional Items

- 8.1 Advisory Committee Appointments for:
 - Automotive Technology
 - Cardiovascular Technology
 - Dental Programs
 - Educator Preparation Institute
 - Emergency Medical Services
 - Graphic Design and Multimedia Technology
 - Information Technology Education
 - Physical Therapist Assistant
 - Plumbing Technology
- 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 Diagnostic Medical Sonography Program Expansion
- 8.5 Revised Advisory Committee Appointment for Business Administration and Management
- 8.6 International Travel

9. Agreements/Grants

- 9.1 Affiliation Agreement with Orlando Health, Inc.
- 9.2 Affiliation Agreement with Capital Regional Medical Center
- 9.3 Nursing Practicum Agreement with University of South Florida
- 9.4 State of Florida Statewide School Readiness Provider Contract
- 9.5 State of Florida Statewide Voluntary Prekindergarten Provider Contract
- 9.6 Cultural Programs General Support Grant
- 9.7 East Gainesville Development Corporation Grant

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

11. Adjournment

Board Action Requested:

Approval

Discussion: Upon unanimous consent of the board, and for good cause found by the vice chair, the board agenda was amended to add item 5.2. Vice Chair Oody asked if there were any consent items that the board would like to have removed for discussion, and hearing none, the agenda was approved as presented.

Action: Motion to approve: Hudson
Second: Mallini
Vote: Fletcher - yes, Hudson - yes, Lee - yes, Mallini- yes,
McRae - absent at time of vote, Oody - yes.

Approval of Board Meeting Minutes of May 19, 2015

401.521, 14-15

The minutes of the regular meeting of the District Board of Trustees of Santa Fe College held May 19, 2015, are presented for approval.

Board Action Requested:

Approval

Action: Motion to approve: Lee

Second: Mallini

Vote: Fletcher - yes, Hudson - yes, Lee - yes, Mallini- yes,
McRae - absent at time of vote, Oody - yes.

Board Meeting Schedule for 2015-2016

416.138, 14-15

Below is the proposed schedule of the Board of Trustees meetings for the 2015-2016 year. All meetings begin at 4 p.m. and are scheduled for the third Tuesday of the month.

2015-2016 Board Meeting Schedule

July 21, 2015	Watson Center
August	No Meeting
September 15, 2015	NW Campus
October 20, 2015	Perry Center
November 17, 2015	Andrews Cultural Center
December	No Meeting
January 19, 2016	NW Campus
February 16, 2016	Blount Center
March	No Meeting
April 19, 2016	Andrews Cultural Center
May 17, 2016	NW Campus
June 21, 2016	NW Campus
July 19, 2016	Watson Center

Board Action Requested:

Approval

President Sasser noted the board meeting schedule for 2015-2016 needed to be amended. He asked the board to move the July 21, 2015, board meeting from the Watson Center to the Northwest Campus, so the board would be able to conduct a workshop prior to the board meeting to discuss the amended operating budget for the 2015-16 year.

Action: Motion to approve: Fletcher
Second: Hudson
Vote: Fletcher - yes, Hudson - yes, Lee - yes, Mallini- yes,
McRae - absent at time of vote, Oody - yes.

President's Report

Information Item

President Sasser recognized Mr. Tom Mason, President of AFC; Mr. Conor Flynn, President of Student Government; Ms. Nina Trombi, Career Service Council Chair; Dr. David Price, College Senate President; and Ms. Olysha Magruder, Presiding Officer of the Senate Executive Council.

The president asked Ms. Lela Frye, Director of Human Resources, to discuss the proposed changes to the Salary Schedule for 2015-2016, which is item 4.5 of the consent items on this agenda. Ms. Frye provided the board with a summary of proposed changes. She indicated changes throughout all sections including: minor grammatical items, correcting the legal title where "The District Board of Trustees" is referenced, and date changes for the new contract year. She added that the section for Information Technology (IT) personnel has several changes that were based upon recommendations received last year from the consultant retained by Dr. Lisa Armour, which were intended to help with recruitment and retention of IT employees. After several questions from trustees and comments from Dr. Lisa Armour, the board thanked Ms. Frye for the overview.

President Sasser asked Mr. Bill Penney, recently hired Associate Vice President for Information and Technology Services and Chief Information Officer, if he would like to address the board and also to speak about security issues. Mr. Penney voiced his opinion that these new modifications to the salary schedule would benefit the IT area substantially. He went on to say that even though higher education may not be able to compete with the private sector when it comes to rate of pay, the College continues to attract good, knowledgeable people to fill the positions by providing non-monetary benefits and by allowing them to learn and refine new skills through almost constant ongoing training. On the topic of data security, he added that the college's existing security measures are good, but noted that as with any business there is always room for improvement. Mr. Penney's plans are to devote additional resources to this important area and he shared that this topic also is on the radar of each of his counterparts at other Florida College institutions.

Calendar

June 26-27, 2015
6:30 p.m.

Cuba Libre
Fine Arts Hall

July 21, 2015
4 p.m.

Regular Board Meeting
Watson Center

August 21, 2015
8:30 a.m.

Fall Convocation
Fine Arts Hall

September 1, 2015
11:30 a.m.

State of the College Address
Charley Johns Conference Center

Strategic Planning

Information Item
419.30, 14-15

Discussion: Dr. Lisa Armour, Vice President for Assessment, Research and Technology, gave an update on the Strategic Plan. Dr. Armour demonstrated the electronic system of tracking progress toward achievement of the strategic plan, which is known as the “Outcomes, Planning, and Assessment” (OPA) tool. She highlighted examples from her area and explained how the system tracked a strategic plan tactic. She will monitor tactics from each area and provide an update at a later board meeting. She advised that the College was transitioning from a project-planning methodology to an outcome-based methodology.

Organization of the Board for 2015-2016

Information Item
416.139, 14-15

Discussion: Vice Chair Oody asked Trustee Mallini to serve as the nominating committee for the 2014-15 board organization. The committee will recommend a chair and vice chair at the July board meeting and at that time the board will vote on the organization of the board. Trustee Mallini agreed to serve in this capacity.

College Goal: Student Affairs - Provide research-based learner-centered program of services that supports access and student engagement from matriculation to goal attainment.

Amended Rule 2.15: Behavioral Intervention Team

Information Item
410.502, 14-15

The proposed rule change would amend the name of the team from Threat Assessment and Management Team to Behavioral Intervention Team upon recommendation of the team members after more than a full year of work as an official team. The purpose of the change is to garner more reports of unusual or uncharacteristic behavior on campus to allow the team to “connect the dots.” Student and faculty feedback indicated discomfort with the word “threat” in the title of the group; the proposed name change is intended to eliminate that discomfort and elicit broader reporting of behavior while avoiding pre-conceived judgments from college community members about what the word “threat” entails, leaving that determination to the members of the team. This change does not suggest any modifications to the mission or practices of the team.

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

New Bachelor of Applied Science in Information Systems Technology

Information Item
101.107, 14-15

Santa Fe College submitted its initial application for a new baccalaureate program in Information Systems Technology (IST) to the Florida College System (FCS) in the spring of 2014, just before a statewide moratorium on the consideration of new baccalaureate programs went into effect. With the expiration of the moratorium on May 31, FCS staff indicated they would attempt to provide a final review for baccalaureate applications already begun (and before any new rules go into effect). Thus, our revised and final application for a new IST program was submitted to the state on May 27. The proposed degree will prepare students for high levels of application and system programming, network design and management, and database design and management, as well as provide the sophisticated training required by the region's growing information technology sector. The new bachelor's degree articulates with SF's extant Associate of Science programs in computer networking and programming. Depending on when our proposal is placed on a Florida Board of Education agenda (and also on subsequent SACS approval), the most likely date for program launch will be January 2016.

Discussion: Provost Ed Bonahue stated the college had submitted its initial application for a new baccalaureate program in Information Systems Technology to the Florida College System (FCS) in the spring of 2014, just before a statewide moratorium on the consideration of new baccalaureate programs went into effect. The moratorium was lifted effective June 1, 2015, and the staff of FCS indicated they would attempt to provide a final review of the new program this summer. He added that this program has the support of the University of Florida.

Citizen's Requests

423.37, 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: Vice Chair Oody 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 16, 2015

Agenda Item: 4.1

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

Contract Staff (Faculty)

402.780, 14-15

The individuals listed below are being recommended for appointment for 2014-2015 or 2015-2016, as stated in the individual employee's contract.

Appointment

Full Time

Name

Position

Daniel Stepp

Assistant Professor, Art Studio, Fine Arts

M.F.A., New York Academy of Art

Part Time

Rodney Gammons

Juan Antonio Melendez-Morales

Becky Rountree

Board Action Requested:

Approval

Action: Motion to approve 4.1 through 4.18: Mallini

Second: Hudson

Vote: Fletcher - yes, Hudson - yes, Lee - yes, Mallini- yes,
McRae - yes, Oody - yes.

C O N S E N T

District Board of Trustees
June 16, 2015

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)

411.388, 14-15

The individuals listed below are being recommended for appointment for 2014-2015 or 2015-2016, as stated in the individual employee's contract.

**Executive/Managerial
Appointment**

<u>Name</u>	<u>Position</u>
Eileen Monck <i>M.S., University of Florida Technologies</i>	Academic Director, Perry Center for Emerging

**Technical/Professional
Appointment
Full Time**

Jermaine Dunn <i>M.E.D., Tennessee State University</i>	Advising Specialist, Advising, Counseling and Career Services Department
Ewa Hughes <i>M.S., University of Florida</i>	Biology Lab Manager, Natural Sciences Department
Shaura Thomas <i>B.S., University of Florida</i>	Advising Specialist, Advising, Counseling and Career Department Services
Yolanda Thomas <i>M.S., Kansas State University</i>	Advising Specialist, Advising, Counseling and Career Services Department

Part Time

Jeffrey Goethe	Specialist, Math Learning Lab
Christopher Heist	Specialist, Math Learning Lab
Luke Komlos	Specialist, Math Studio
Victoria Skidmore	Specialist, Davis Center
Jacob Stephens	Specialist, Admissions
Dina Zinni	Specialist, Planetarium

Board Action Requested:

Approval

Action: Approved. See item 4.1 (402.780).

C O N S E N T

District Board of Trustees
June 16, 2015

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

404.433, 14-15

The individuals listed below are being recommended for appointment for 2014-2015 or 2015-2016, as stated in the individual employee's contract.

Community Education

Part Time

<u>Name</u>	<u>Program/Class</u>
Cindy Canova	College for Kids
Patrick Green	College for Kids
Allyson Patton	College for Kids
Vivian Ramseur	College for Kids
Faye Ricker	College for Kids

Board Action Requested:

Approval

Action: Approved. See item 4.1 (402.780).

C O N S E N T

District Board of Trustees
June 16, 2015

Agenda Item: 4.4

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

Career Service Staff

403.522, 14-15

The individuals listed below are being recommended for appointment.

Full Time

Name

Position

Roberta Eller

Administrative Assistant 1, Advising, Counseling and Career Services Department

^Erik Cundiff

Support Specialist 1, Student Life Department

Part Time

Katherine Harman

Interim, Assistant Curator, Zoo Technology

Chase Pirtle

Interim, Assistant Curator, Zoo Technology

Promotion

Dana Linnens

Administrative Assistant 1, Library

^Student Activities Funded

Board Action Requested:

Approval

Action: Approved. See item 4.1 (402.780).

CONSENT

District Board of Trustees
June 16, 2015

Agenda Item: 4.5

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

Salary Schedule for 2015-2016

405.112, 14-15

The proposed 2015-2016 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 (402.780).

C O N S E N T

District Board of Trustees
June 16, 2015

Agenda Item: 4.6

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

408.2190, 14-15

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, 2015, through June 30, 2016.

Board Action Requested:

Approval

Action: Approved. See item 4.1 (402.780).

C O N S E N T

District Board of Trustees
June 16, 2015

Agenda Item: 4.7

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

North Central Florida Educational Talent Search Project Grant

409.2041, 14-15

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 four of a five-year project.

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

Duration of this project is September 1, 2015, through August 31, 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 4.1 (402.780).

C O N S E N T

District Board of Trustees
June 16, 2015

Agenda Item: 4.8

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

Upward Bound Program Grant

409.2042, 14-15

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 two of a five-year project.

The amount of funds requested from U.S. Department of Education, Office of Postsecondary Education, is \$277,413 for year-two 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, 2015, through August 31, 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 4.1 (402.780).

CONSENT

District Board of Trustees
June 16, 2015

Agenda Item: 4.9

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

409.2043, 14-15

The purpose of this project is to fully develop the academic and career and technical skills of postsecondary education students 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 4,000 students will benefit from this program.

The amount of funds requested from the State of Florida, Department of Education, Division of Career and Adult Education is \$778,777, with no matching funds from Santa Fe College.

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 4.1 (402.780).

C O N S E N T

District Board of Trustees
June 16, 2015

Agenda Item: 4.10

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

409.2044, 14-15

The purpose of this project is to more 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, industry certification for students and/or instructors, and priorities of the Regional Workforce Board. The purchase of equipment, software, and educational materials and supplies will enhance STEM curriculum development and provide interactive classroom experiences at the SF Andrews 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 CTE students and/or instructors for industry certification as needed.

The amount of funds requested from the State of Florida, Department of Education, Division of Career and Adult Education is \$18,019 with no matching funds from Santa Fe College.

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 4.1 (402.780).

C O N S E N T

District Board of Trustees
June 16, 2015

Agenda Item: 4.11

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

409.2045, 14-15

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 two 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, 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 4.1 (402.780).

C O N S E N T

District Board of Trustees
June 16, 2015

Agenda Item: 4.12

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* 409.2046, 14-15

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 two 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, 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 4.1 (402.780).

CONSENT

District Board of Trustees
June 16, 2015

Agenda Item: 4.13

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

Criminal Justice Training Trust Funds Grant

409.2047, 14-15

The purpose of this project is to provide advanced and specialized training to approximately 1,068 law enforcement, correctional, and probation and parole officers in the College's service district. Courses include: Hostage Negotiations, Instructor Techniques, Breath Test Operator, Speed Measurement, Defensive Tactics Instructor, Crisis Intervention Team Training, Field Training Officer, Line Supervision, Stress Management Techniques, Advanced Report Writing, Emergency Preparedness for Correctional Officers, Profiling & Professional Traffic Stops and Domestic Violence/Juvenile Sexual Offender, and other requested courses.

The amount of funds requested from the Florida Department of Law Enforcement is \$71,556, with no matching funds from Santa Fe College.

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 4.1 (402.780).

CONSENT

District Board of Trustees
June 16, 2015

Agenda Item: 4.14

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

Rape Aggression Defense (RAD) Training & "Safe Santa Fe"
Initiative Byrne Grant 2015

409.2048, 14-15

The purpose of this project is to help fund the Rape Aggression Defense (RAD) and "Safe Santa Fe" Initiative at Santa Fe College. RAD is a national model recognized for training and empowering citizens in intensive personal defense. Santa Fe College has partnered with Alachua County Sheriff's Office in frequent training classes. These funds will cover the cost of instructors to participate and train for one year's worth of classes.

Funds will also be used for "Safe Santa Fe" Initiatives. This program began in late 2011 and was implemented to reinforce safety considerations and the perception of a safe College and effective learning environment. "Safe Santa Fe" involves CampusWatch, training for SF College staff, personal defense orientation training, public messaging, partnership with Student Government, Student Senate and Veterans, and surveillance and equipment enhancements, among other things.

The amount of funds requested from the Edward Byrne Memorial Justice Assistance Grant (JAG) is \$6,800, with no matching funds from Santa Fe College.

Duration of this project is October 1, 2015 through September 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 4.1 (402.780).

CONSENT

District Board of Trustees
June 16, 2015

Agenda Item: 4.15

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

NASA STEM Teacher Preparation Summer Camp Grant

409.2049, 14-15

The purpose of this project is to improve STEM teaching practices in middle schools. STEM teachers will work collaboratively with two experienced teachers/consultants in Math and Sciences to develop lesson plans and create STEM teacher activity booklets in preparation for teaching the innovative STEM curriculum in their classroom. The weeklong teacher preparation program will cover interactive teaching and learning methods in Math and Sciences--including Astronomy and Engineering. Teachers who complete the program will receive joint certificates of completion from NASA Florida Space Grant Consortium and Santa Fe College.

The amount of funds requested from National Aeronautics and Space Administration (NASA), is \$12,480, with matching in-kind funds of \$12,653 from Santa Fe College.

Duration of this project is June 13, 2016, through June 17, 2016.

Operating budget impact: Matching resources are 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 (402.780).

C O N S E N T

District Board of Trustees
June 16, 2015

Agenda Item: 4.16

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

Higher One Financial Literacy Counts Grant

409.2050, 14-15

The purpose of this project is to continue current efforts of the college to promote financial literacy among its members and student body through training and outreach. A Student Finance Club has been formed by students as a peer organization to encourage financial literacy and responsibility. The Student Finance Club will take the lead on outreach, and will serve as a leadership development program for participants. Scheduled events and activities include contests, workshops, presentations and games. Participation will be tracked using *Poll Everywhere* interactive system which will evaluate the overall effectiveness of the activities and presentations.

The amount of funds requested from the Higher One, Inc. is \$5,000 with in-kind matching funds of \$5,356 from Santa Fe College.

Duration of this project is June 1, 2015, through May 31, 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 4.1 (402.780).

C O N S E N T

**District Board of Trustees
June 16, 2015**

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 2015

202.618, 14-15

Below are the total amounts and a summary of purchases for the month of May 2015.

Purchasing	\$1,910,946.89
Risk Management Consortium	<u>\$49,070.00</u>
Total	<u>\$1,960,016.89</u>

<u>P.O. No.</u>	<u>Amount</u>	<u>Procurement</u>	<u>Vendor</u>	<u>Class of Item-Department</u>
Y56577 (Fund 1)	\$ 52,034.14	Exempt	Kaplan Higher Education	Testing Materials Nursing
Y56609 (Fund 6)	\$ 39,070.00	Exempt	Mercer Human Resources Consulting	Consulting Services Risk Management Consortium
Y56619 (Fund 7)	\$ 107,023.00	Contract	Charles Perry Partners, Inc.	Building Y Water Intrusion Repairs General Maintenance
Y56634 (Fund 7)	\$ 299,837.00	Contract	D. E. Scorpio Corporation	Building H Renovation UF Gator Engineering
Y56905 (Fund 1)	\$ 198,744.00	Exempt	Apple Computer, Inc.	Computers (78) Information Technology
Y56910 (Fund 1)	\$ 231,183.16	Exempt	Mainline Information Systems	Network Infrastructure Information Technology
Y56935 (Fund 1)	\$ 141,578.00	Exempt	Sound Ideas Stereo, Inc.	Multi-Classroom Audio- Visual Equipment Information Technology
Y56970 (Fund 1)	\$ 70,326.00	Exempt	Gartner, Inc.	Information Technology Research and Consulting Information Technology
Y57036 (Fund 1)	\$ 50,878.00	Exempt	CDW Government Inc.	Data Center Firewall Information Technology
	\$1,190,673.30			

Agenda Item 4.17
June 16, 2015
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Purchase orders for previously awarded bids/contracts: 1 (Temp Force) Amount: \$2,860.00

Other Purchases \$0 - \$35,000.00

Number of purchase orders: 460

Amount: \$766,483.59

Board Action Requested:

Approval of report

Action: Approved. See item 4.1 (402.780).

C O N S E N T

District Board of Trustees
June 16, 2015

Agenda Item: 4.18

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

Colonel Harry M. Hatcher, Jr., Property Survey, 15-08

200.862, 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 Property Survey Committee met on May 26, 2015 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	10	\$138,709.74	\$138,709.74	\$0.00
TOTAL	<u>10</u>	<u>\$138,709.74</u>	<u>\$138,709.74</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 (402.780).

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

Annual Capital Improvement Plan

412.1132, 14-15

Each year every college in the Florida College System 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 in 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 plan also serves as the legislative funding request for 2016-2017 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 annual plan for submission to the Florida College System.

Board Action Requested:

Approval of Florida College System Capital Improvement Plan

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

Action: Motion to approve 5.1: Hudson

Second: Mallini

Vote: Fletcher - yes, Hudson - yes, Lee - yes, Mallini- yes,
McRae - yes, Oody - yes.

ADDED ITEM

**District Board of Trustees
June 16, 2015**

Agenda Item: 5.2

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

Ratification of Emergency Signature Authority for First Amendment to the Agreement of Sale and Purchase

408.2197, 14-15

The College has entered into an agreement to buy property in the downtown Gainesville area. The agreement provides the College with 45 days to investigate all matters pertaining to the property. At the conclusion of the investigation period, the College can choose to continue or cancel the purchase. The investigation period is ending, but the College requested an extension of time, and the seller has agreed. The First Amendment extends the investigation period through July 22, 2015. Because the original investigation period would have ended before June 16, executing the document before the June board meeting was critical to the College being able to investigate further and maintain its option to buy the property.

Board Action Requested:

Ratification

Discussion: Ms. Ginger Gibson, Vice President for Administrative Affairs and CFO, reviewed item 5.2 stating this was the first amendment to the agreement of sale and purchase of the property located adjacent to the Blount Downtown Center. The first amendment extends the investigation period pertaining to the property through July 22, 2015, clarifies the closing date schedule, and extends the seller's deadline for providing title information. She added that the original investigation period would have ended before today's board meeting, so extension would allow the College more time to investigate further and maintain its option to buy the property, including further negotiation on the price based on the receipt of the appraisals.

Action: Motion to ratify 5.2: Lee

Second: Fletcher

Vote: Fletcher - yes, Hudson - yes, Lee - yes, Mallini- yes,
McRae - yes, Oody - yes.

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

Amended Rule 4.3: Degree and Certificate Requirements: Associate in Arts, 410.503, 14-15
Associate in Science, Baccalaureate, Technical Certificate, Applied Technology
Diploma, and Vocational Certificate

This update incorporates the new auto-graduation process into the rule. With auto-graduation, students eligible to graduate are not required to complete a graduation application. Instead, they receive an electronic notification which informs them that they will be graduated unless they opt out. Auto-graduation supports student achievement.

Board Action Requested:

Approval

Discussion: Dr. Naima Brown, Vice President for Student Affairs, noted that the update to Rule 4.3 incorporates the new auto-graduation process which electronically notifies students of their eligibility to graduate. With auto-graduation, students eligible to graduate are not required to complete a graduation application. The number of graduates per semester is expected to increase since the auto-graduation measure requires a student to opt out if they choose not to graduate.

Action: Motion to approve 6.1 through 6.2: Hudson
Second: Mallini
Vote: Fletcher - yes, Hudson - yes, Lee - yes, Mallini- yes,
McRae - yes, Oody - yes.

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

Amended Rule 7.11: Student Fees and Refunds

410.504, 14-15

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

Board Action Requested:

Approval

Discussion: Ms. Gibson stated that the only change to item 6.2 was the access fee increasing from one dollar to two dollars per credit hour. This change would result in an additional \$300,000. It was noted that the summary statement for this item needed to be changed, since there was no board workshop prior to the board meeting.

Action: Approved. See item 6.1 (410.503).

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 2015

201.785, 14-15

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, 2015.

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 Actual</u>
Revenue	\$67,935,926	92.41	\$68,222,840	93.97
Expenditures	\$61,620,722	72.27	\$61,128,860	83.68

Board Action Requested:

Approval of report

Discussion: Ms. Ginger Gibson, Vice President for Administrative Affairs and CFO, reviewed items 7.1 through 7.6. Ms. Gibson noted that regarding item 7.2, proviso language requires a college to submit an operating budget to the Division of Florida Colleges before state appropriated funds can be disbursed to the college. State Board of Education Rule 6A-14.0716, gives the Chancellor the authority to extend the deadline for the submission of board approved operating budgets from June 30. This year the Chancellor has provided colleges until July 8, 2015. The Division of Florida Colleges is requesting that the College submit a budget using estimates and then resubmit with changes once final revenue amounts are determined. Ms. Gibson provided the board with a summary highlighting areas under revenue, student fees, and expenditures. After further review and discussion by the board, they asked the president to provide a summary analysis of the college's reserves and proposed having a workshop on July 21 prior to the board meeting to further discuss the revised operating budget. Trustee Hudson asked that the summary statement for item 7.2 reflect that the board did not have a workshop prior to the June Board meeting. Ms. Gibson added under item 7.3 the college is requesting to expend funds from the Unexpected Plant Fund budget beginning July 1, 2015. One project would include renovations to the athletic ball field from the Capital Improvement Fee funds, not to exceed \$400,000. She added that renovations need to start in the summer to be completed by January so as not to interfere with baseball and softball season. Other funds are being raised through the Foundation to help complete additional renovations to the athletic field. For item 7.5, Ms. Gibson highlighted the areas within the college where there are requests for user fees and fines to be increased.

Agenda Item 7.1
June 16, 2015
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Action: Motion to approve 7.1 through 7.6: McRae
Second: Mallini
Vote: Fletcher - yes, Hudson - yes, Lee - yes, Mallini- yes,
McRae - yes, Oody - yes.

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

Approval of 2015-2016 Operating Budget

201.786, 14-15

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

Board Action Requested:

Approval of 2015-2016 Operating Budget

Discussion: Note that the Summary Statement above is inaccurate based on the cancellation of the workshop. The revised budget will be discussed and reviewed at the workshop scheduled to be held prior to the July 21, 2015, board meeting.

Action: Approved. See item 7.1 (201.785).

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

Approval of 2015-2016 Unexpended Plant Fund Budget (Fund 7)

201.787, 14-15

Following the close of accounting records for fiscal year 2014-2015, the Unexpended Plant Fund budget (Fund 7) can be prepared. That budget will be presented for board approval at its September 2015 meeting. In the meantime, board approval is requested to expend from the Unexpended Plant Fund beginning July 1, 2015, as follows:

Projects approved in the 2014-2015 budget to the extent of balances carried forward, including interest and energy rebate earnings through June 30, 2015, at June 30;

Projects, for which PECO (Public Education Capital Outlay) funds are appropriated by the 2015 Florida legislature, and;

Capital Improvement Fee funds, not to exceed \$400,000, for the Athletic Ball Field Project.

Board Action Requested:

Approval of budget

Action: Approved. See item 7.1 (201.785).

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

Permission to Write Off Uncollectible Accounts

200.863, 14-15

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 2013-2014</u>	<u>Percentage of Award Amount to be Written Off</u>
Other Uncollectible Accounts			
Returned Check/Charges	\$3,126.69	N/A	N/A
Miscellaneous Non-Student Receivables	\$557.50	N/A	
Little School	<u>\$4,862.08</u>	<u>\$452,109.92</u>	<u>1.08%</u>
Total Other Write-Offs	<u>\$8,546.27</u>		<u>N/A</u>
Student Accounts			
Short-Term Loans			
Regular Tuition	\$8,355.52	\$53,908.70	15.50%
	0.00	0.00	0.00%
Accounts Receivable			
Title IV	\$243,774.94	\$48,244,693.84	
Financial Aid Repayments	\$63,144.61	\$2,083,570.00	
Bright Futures	\$3,719.10	\$2,149,075.10	
Tuition Payment Plan	\$259.81	N/A	
Florida Prepaid	\$555.60	N/A	
Miscellaneous A/R	\$27,447.40		
Subtotal Federal and State A/R	\$338,901.46	\$52,477,338.94	0.65%
Tuition Deferrals			
Financial Aid Deferment	\$154,571.54	\$17,691,361.69	.87%
Veterans Deferment	<u>\$39,086.67</u>	<u>\$256,503.60</u>	<u>15.24%</u>
Total Student Write-Offs	<u>\$540,915.19</u>	<u>\$70,479,112.93</u>	<u>0.77%</u>

Board Action Requested:

Approval to Write Off Uncollectible Accounts

Action: Approved. See item 7.1 (201.785).

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

User Fines and Fees Schedule

200.864, 14-15

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

Board Action Requested:

Approval of User Fees and Fines Schedule

Action: Approved. See item 7.1 (201.785).

First Amendment to Agreement for Investment Management Services between The Florida College System Risk Management Consortium (FCSRMC) and PFM Asset Management, LLC (PFM) 408.2191, 14-15

Santa Fe College is the fiscal agent for the Florida College System Risk Management Consortium (FCSRMC). Effective September 1, 2010, FCSRMC, through its fiscal agent, entered into a five-year agreement with PFM Asset Management, LLC, for investment management services. The agreement provided for one five-year renewal option. The attached First Amendment would renew the agreement from September 1, 2015, to August 31, 2020, and would modify the investment policy.

Both the Executive Director of the FCSRMC and the fiscal agent's staff agree that PFM has provided exemplary investment management services. On October 2, 2014, the Investment Subcommittee of the FCSRMC Operations Committee, in consultation with PFM, discussed in detail the recommended changes to the Investment Policy Statement (Attachment A of the agreement). On March 30, 2015, the Investment Subcommittee convened via conference call to discuss the renewal option. The Investment Subcommittee recommended approval of this First Amendment, which includes the five-year renewal and revised Investment Policy Statement.

At its meeting on Friday, May 29, 2015, the FCSRMC Operations Committee approved the First Amendment to the agreement. This recommendation will be brought to the FCSRMC Council for final FCSRMC approval. Due to the timing of the upcoming FCSRMC Council meeting, the effective date of the First Amendment, and the College's board meeting schedule, approval of the First Amendment is requested contingent upon the approval of the FCSRMC Council.

Board Action Requested:

Approval for board chair to execute the First Amendment

Action: Approved. See item 7.1 (201.785).

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

Advisory Committee Appointments for: 417.107, 14-15
Automotive Technology
Cardiovascular Technology
Dental Programs
Educator Preparation Institute
Emergency Medical Services
Graphic Design and Multimedia Technology
Information Technology Education
Physical Therapist Assistant
Plumbing Technology

The advisory committee appointments are being recommended to the board effective July 1, 2015, through June 30, 2017. All individuals have been contacted and have agreed to serve for the two-year period.

Automotive Technology

New

Ms. Amy Hogle, Customer Relations Manager, Murray Chrysler Dodge Jeep Ram Superstore, Starke

Mr. Rob Hurlbert, Service Director, Gatorland Toyota, Gainesville

Renew

Mr. Steve Brotherton, Continental Imports, Gainesville

Mr. Ken Creel, AERSI, Gainesville

Mr. Wes Hoy, Engineer, Proctor Engineering, Alachua

Mr. Dave Mays, Dave Mays Automotive, Gainesville

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

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

Ms. Fran Ricardo, Gainesville

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

Mr. Phil Snyder, Williston

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

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

Outgoing

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

Cardiovascular Technology

New

Ms. Jennifer Cannaday, Alachua

Mr. Sean Clifford, Boston Scientific, Quincy

Mr. Alex Dominques, Boston Scientific, Quincy

Mr. Dwayne Edwards, Gainesville

Ms. Christina Gomez, UF Health, Gainesville

Mr. Dominic Greco, Vascular Lab, North Florida / South Georgia Veterans Administration Medical Center, Gainesville

Mr. John Palmer, Institute of Cardiovascular Excellence, Ocala

Ms. Carlee Welch, The Cardiac and Vascular Institute, Gainesville

Cardiovascular Technology, continued

Renew

Ms. Iris Alexander, Cardiovascular Manager, St. Joseph's Hospital, Tampa
Mr. Matthew Allen, Vascular Technologist, Shands at University of Florida, Gainesville
Mr. Rudy Atkinson, Echo Lab, Ocala Regional Medical Center, Ocala
Dr. Mark Barrow, Melrose
Mr. Joseph Belgrade, Santa Fe College, Gainesville
Ms. Kerry Chancey, Santa Fe College, Gainesville
Mr. Don Chapman, Cardiovascular Program Coordinator, North Florida / South Georgia Veterans Administration Medical Center, Gainesville
Mr. Jeevs Chittor, Echo Lab, Florida Hospital Flagler, Palm Coast
Ms. Sandra Daughtry, Director, Non-Invasive Cardiology, North Florida Regional Medical Center, Gainesville
Ms. Lila DeCubellis, Santa Fe College, Gainesville
Mr. Steve DeCubellis, Newberry
Ms. Jennifer Dorsey, Echo Technologist, North Florida / South Georgia Veterans Administration Medical Center, Gainesville
Mr. Jeff Farrar, Shands at University of Florida Echo Lab, Gainesville
Dr. Edward Geiser, Gainesville
Ms. Sandra Hart, Munroe Regional Medical Center, Ocala
Ms. Stacey Holton, Cath Lab Manager, Capital Regional Medical Center, Tallahassee
Ms. Ruby Lara, Echo Lab, Wolfson's Children's Hospital, Jacksonville
Dr. Scott Medley, Gainesville
Ms. Gloria Nolan, RN, Cath Lab Director, Ocala Regional Medical Center, Ocala
Ms. Martha Robertson, Echo Lab, Cardiac & Vascular Institute, Gainesville
Mr. Eddie Sanchez, Accusan Imaging, Gainesville
Ms. Reidia Squires, Director, Cardiovascular Lab, North Florida Regional Medical Center, Gainesville
Mr. Michael Wehrli, Cardiovascular Technologist, Lake City Medical Center, Lake City
Mr. Jeffrey Wright, Echo/Vascular Technologist, North Florida Regional Medical Center, Gainesville
Mr. Rusty Yates, Philips Medical Systems, Hampton

Outgoing

Ms. Ivy Barron, Cath Lab Manager, Cardiac & Vascular Institute, Gainesville
Ms. Tammy Brinkman, Cardiovascular Manager, Institute of Cardiovascular Excellence, Ocala
Mr. Eugene Claudio, Cardiovascular Manager, Munroe Regional Medical Center, Ocala
Ms. Carol Floyd, Cardiovascular Manager, Shands Hospital, Gainesville
Ms. Donna Hendeles, RCS, Supervisor, Echocardiography Lab, North Florida / South Georgia Veterans Administration Medical Center, Gainesville
Ms. Kristen Hickey, Cardiovascular Manager, South Seminole Hospital, Longwood
Ms. Heather Hushelpeck, Gainesville
Ms. Judi Marcinell, Cardiovascular Manager, Flagler Hospital East, St. Augustine
Ms. Lori McCormick, North Florida / South Georgia Veterans Administration Medical Center, Gainesville
Ms. Cheryl Oplt, Halifax Medical Center, Daytona
Mr. Cary Preston, Echo Lab, St. Vincent's Southside, Jacksonville
Ms. Melaine Reynolds, Cardiovascular Manager, Flagler Hospital South, Orlando
Mr. Kevin Robinson, Echo lab, St. Vincent's Riverside, Jacksonville
Mr. Frank Romanow, Cardiovascular Manager, Baptist Medical Center, Jacksonville
Ms. Carla Schmidt, Lead Technologist, Cardiac Cath Lab Shands at UF, Gainesville
Mr. Todd Smith, Echocardiography, Mayo Clinic, Jacksonville

Cardiovascular Technology, continued

Mr. Danny Stevenson, Cardiovascular Technology, Shands at University of Florida Cath Lab, Gainesville

Dental Programs

New

Ms. Richelle Janiec, Director Clinical Operations, UF College of Dentistry, Gainesville

Renew

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

Dr. Brian Decker, Gainesville

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

Dr. Yvette Godet, Gainesville

Ms. Laura Guyer, UF Health Disparities Program, Gainesville

Ms. Kelly Huff, Dental Assistant, Gainesville

Dr. William Marchese, Starke

Ms. Rui Juan Shi, Dental Hygienist, Gainesville

Outgoing

Ms. Mignon Farmer, Dental Assistant, Lake City

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

Educator Preparation Institute

Renew

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

Ms. Isabel Carter, School Board of Alachua County, Alachua County Public Schools, Gainesville

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

Ms. Ellen West, EPI Instructor/ Field Placement Coordinator, Santa Fe College, Gainesville

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

Outgoing

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

Dr. Frank Lagotic

Emergency Medical Services

New

Ms. Sherry Lindsay, Clinical Nurse Educator, VISTA UF Health Shands Psychiatric Hospital, Gainesville

Renew

Ms. Staccie Allen, Director, ShandsCair, Gainesville

Ms. Paula Davis, Shands at UF, Gainesville

Dr. Peter Gianas, Medical Director, Starke

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

Chief Jeffrey Lane, Assistant Chief, Gainesville Fire Rescue, Gainesville

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

Chief William Northcutt, Chief, Alachua County Fire Rescue, Gainesville

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

Chief Harold Theus, Assistant Chief, Alachua County Fire Rescue, Gainesville

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

Emergency Medical Services, continued

Outgoing

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

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

Graphic Design and Multimedia Technology

New

Mr. Walton Dale, Graphic Designer, 160/90, Gainesville

Mr. Hector DeValle, Owner, Liquid Creative, Gainesville

Mr. Kyle Farris, Owner, GB Video, High Springs

Mr. DJ Head, Owner, Two-Head Video, Archer

Mrs. MaryBeth Head, Owner, Two-Head Video, Archer

Mrs. Jorgia McAfee, Owner, Elevens Productions, Gainesville

Mr. Dave Melosh, Video/Audio Producer, Medusa Studios, Gainesville

Ms. Jenn Norman, Accounts, Frankel Media, Newberry

Renew

Mrs. Channing Casey, Vice President, Operations, Frankel Media, Newberry

Mr. Carlos Morales, Web Services Communicore Building, UF and Shands, Gainesville

Mr. Chad Paris, CEO, Parisleaf, Gainesville

Mr. Patrick Sanders, Creative, Developer, Parisleaf, Gainesville

Information Technology Education

New

Mr. Greg Ash, Creative Director, 160/90, Gainesville

Mr. John Chapman, SF Information Technology Services

Mr. Walton Dale, Graphic Designer, 160/90, Gainesville

Mr. Hector DeValle, Owner, Liquid Creative, Gainesville

Mr. Aaron Dixon, Software Developer, 352, Newberry

Mr. Kyle Farris, Owner, GB Video, High Springs

Mr. DJ Head, Owner, Two-Head Video, Archer

Mrs. MaryBeth Head, Owner, Two-Head Video, Archer

Mrs. Jorgia McAfee, Owner, Elevens Productions, Gainesville

Mr. Blake Mcleod, Front End Developer, 352, Newberry

Mr. Dave Melosh, Video/Audio Producer, Medusa Studios, Gainesville

Ms. Jenn Norman, Accounts, Frankel Media, Newberry

Mr. Martin Smith, Rackspace Hosting, Gainesville

Renew

Mr. George Canova, Starke

Mrs. Channing Casey, Vice President, Operations, Frankel Media, Newberry

Mr. David Darus, IT Infrastructure & Administration Manager, Gainesville Regional Utilities, Gainesville

Mr. Ryan Frankel, CTO, Digital Brands Inc., Gainesville

Mr. Jeff Hoover, IT Director, Info Tech, Inc., Gainesville

Mrs. Nancy lafrate, Career & Technical Ed., School Board of Alachua Co., Gainesville

Mr. Steve Kozakoff, IT Director, UF Student Health, UF Student Health Care Center Gainesville

Mr. Chris Meyers, Systems Analyst and ISC Manager, James Moore & Company, P.L., Gainesville

Mr. Carlos Morales, Web Services Communicore Building, UF and Shands, Gainesville

Mr. Chad Paris, CEO, Parisleaf, Gainesville

Mr. Patrick Sanders, Creative, Developer, Parisleaf, Gainesville

Outgoing

Mr. Jay Blackadar, Manager, Graphic Design Department, Renaissance Printing, Gainesville
Mrs. Maria Carter, Web developer and project manager, Parisleaf, Gainesville
Mr. Travis Chapman, Creative Director, Studio 601, Gainesville
Mr. Josh Greenberg, Grooveshark, Gainesville
Mr. Colin Hostet, Grooveshark, Gainesville
Mr. Brandon Labonte, Executive Recruiter, Info Tech, Inc., Gainesville
Mr. Bryan Lewis, Interactive Designer, 352 Media Group, Gainesville
Ms. Sue Nestor, Associate Director, Customer Support, UF & Shands / IT, Gainesville
Mr. Martin B. Smith, Systems Administrator, University of Florida IT-CNS, Gainesville
Mr. Geoff Wilson, CEO, 352 Media Group, Newberry

Physical Therapist Assistant

New

Dr. Jenny Amsinger, UF Health Rehab Hospital
Mr. Herb Anding, Clinical Director, The Orthopaedic Institute
Ms. Gwenda Creel, UF
Mr. Tim Day, Director, ReQuest Physical Therapy, NFRMC
Mr. Ben Doody, Orthopaedic Sports Medicine Institute, UF
Dr. Steve George, UF PT Dept Chair, UF
Dr. Jason Kelsey, Director, TLC Rehab, Inc.
Mr. Todd McGowan, Rehab Director, Gentiva
Ms. Margaret Nonnemacher, Director of Clin Ed, University of St. Augustine
Ms. Christina Pettie, Manager, Shands Rehab at Magnolia Parke
Mr. Bruce Sack, Owner, New Day Wellness
Dr. Tim Shay, Shands Rehab Center
Mr. Mark Ward, Veterans' Administration Hospital

Plumbing Technology

New

Mr. Nate Bazinet, Owner, Sunshine Plumbing, Gainesville
Mr. Robert Faulkner, Premier Plumbing, Alachua
Mr. Sam Nadler, Keystone Plumbing, Starke
Mr. Bryan Nazworth, Quality Plumbing, Gainesville
Mr. Josh Scarborough, Scarborough Plumbing, Gainesville
Ms. Shawn Scott, Mike Scott Plumbing, Hernando
Mr. Tom Smith, WW Gay Mechanical Contractors, Gainesville

Board Action Requested:

Approval

Discussion: Mr. Chuck Clemons, Vice President for Development, reviewed item 8.2 stating that the Financial Statements and Independent Auditor's Report for Santa Fe College Foundation for the period ending December 31, 2014, was excellent, adding that scholarship funds doubled for that year.

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Action: Motion to approve 8.1 through 8.6: Mallini
Second: Hudson
Vote: Fletcher - yes, Hudson - yes, Lee - yes, Mallini- yes,
McRae - yes, Oody - yes.

District Board of Trustees
June 16, 2015

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

400.617, 14-15

Attached are the Financial Statements and Independent Auditors' Report dated December 31, 2014,
for the Santa Fe College Foundation.

Board Action Requested:

Approval of report

Action: Approved. See item 8.1 (417.407).

District Board of Trustees
June 16, 2015

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 400.618, 14-15

In compliance with Florida Statute 1004.70, on July 1 of each year the board is asked to certify that the Santa Fe College Foundation is operating in a manner consistent with the goals of Santa Fe College and the best interest of the state. 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 (417.407).

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

Diagnostic Medical Sonography Program Expansion

101.108, 14-15

Santa Fe College has offered a one-year Advanced Technical Certificate in Diagnostic Medical Sonography for many years. However, requirements to sit for the national registry examination in medical sonography have changed to require that all candidates hold an associate's degree or higher. Additionally, sonography is emerging as one of the fastest growing imaging modalities in the healthcare sector. In response to these changes in the field, and with the support of the discipline's advisory board, approval is requested to expand the existing curriculum from a one-year certificate into a two-year degree program. One additional full-time faculty member is being requested to support the single line already committed to this discipline, and some upgrades to existing equipment will be performed. But there are no other extraordinary costs associated with the transition, and the College is well positioned to continue training sonographers at the higher level.

Board Action Requested:

Approval of program expansion

Action: Approved. See item 8.1 (417.407).

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

Revised Advisory Committee Appointment for Business Administration and Management

417.108, 14-15

After the Business Administration and Management Advisory Committee members were approved by the board in November 2014, a new member was recruited and is being recommended for addition to the committee as listed below.

New Member

Mr. William Matchell, Bill Matchell Insurance Agency, Gainesville

Board Action Requested:

Approval of revised committee appointment

Action: Approved. See item 8.1 (417.407).

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

International Travel

101.109, 14-15

The College is committed to international and intercultural education and globalization efforts. International education is an integral component of the College's mission, and the College seeks to create an environment where teaching and learning is augmented and enhanced by international study for faculty and by student-centered educational opportunities that prepare students for successful participation in the global community. International travel is just one of the ways in which the College's mission for international education is accomplished.

All international travel is subject to the rules and requirements stated in the existing rules, regulations, and guidelines. As the College is now increasing its international travel it has been determined that it would be a best practice for the board to have final approval of all recommended international travel, regardless of funding source or destination.

The College requests permission to allow full-time faculty to participate in the international travel opportunities described below. No travel warnings have been issued by the U.S. State Department for any of these destinations. Each party requesting travel has presented a detailed itinerary detailing proposed transportation and accommodations, and these plans are reviewed to minimize any concerns related to safety and security. Additionally, the Assistant Vice President for Academic Affairs consults with each traveler, reviewing their academic and professional development plans, as well as any logistics that require forethought.

The College is seeking permission to allow the following individuals to participate in international travel opportunities in the coming months:

Florida College Risk Management Consortium (FCSRMC) Executive Director, Mr. Chauncey Fagler and one other Consortium Board Member, Travel to London, December 3-14, 2015

The purpose of the travel is to meet with the Lloyd's of London and various other London insurance markets to secure property coverage for the Consortium 27 member colleges. The 27 colleges represent \$7.4 billion in property, over 175 campuses, excess of 2400 buildings/contents including vehicles and watercraft. This is the fourth year that the Executive Director and a Consortium board member have been approved by the Consortium board to make this trip. The Consortium board recognizes that this helps ensure proper coverage is solicited, at competitive rates for the colleges. Meetings with London insurance markets are tentatively scheduled to occur December 4 and 5 and the 7th-11th, 2015, and any extension of travel time will be personal.

Board Action Requested:

Approval of travel

Action: Approved. See item 8.1 (417.407).

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

Affiliation Agreement with Orlando Health, Inc.

408.2192, 14-15

Orlando Health, Inc., a Florida not-for-profit corporation, operates a comprehensive acute-care medical-surgical hospital. This facility provides access to limited clinical rotation training positions for students enrolled in the Biomedical Engineering Technology, Cardiovascular Technology (CVT), and Health Information Technology programs. This agreement is a renewal and update of a long-standing agreement Santa Fe College's health related programs have enjoyed, providing critical training opportunities. It is in effect for two (2) years, unless terminated sooner as provided in Section III(D), and may be renewed upon mutual written agreement of the parties.

Board Action Requested:

Approval

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

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

Affiliation Agreement with Capital Regional Medical Center

408.2193, 14-15

Capital Regional Medical Center, an HCA affiliate located in Tallahassee, operates a comprehensive acute-care medical-surgical hospital. CRMC provides access to limited clinical rotation training positions for students enrolled in the Cardiovascular Technology (CVT) program. This agreement is a renewal and update of a long-standing agreement Santa Fe College's CVT program has enjoyed, providing critical training opportunities. It is in effect for five (5) years, unless terminated sooner as provided in Section 10 (b)-(d).

Board Action Requested:

Approval

Action: Approved. See item 9.1 (408.2192).

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

Nursing Practicum Agreement with University of South Florida

408.2194, 14-15

The University of South Florida's College of Nursing requires an update to a contract for precepting nurse educators enrolled in their master's program. We have previously engaged in serving as a practicum site for these students, many of whom are local RNs working on furthering their education and former SF nursing program adjunct instructors. The current program faculty and staff wish to continue to support USF nurse educator students' program progress and higher education achievement by providing a meaningful practicum experience. It is in effect for three (3) years, unless terminated sooner as provided in Section 15, and may be renewed upon mutual written agreement of the parties.

Board Action Requested:

Approval

Action: Approved. See item 9.1 (408.2192).

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

State of Florida Statewide School Readiness Provider Contract

408.2195, 14-15

The Early Learning Coalition of Alachua County disseminates state money in the form of child care subsidies for low income and working-poor families. The new statewide contract is an agreement for the Santa Fe Little School to provide child care services to children of qualified families, as determined by the Early Learning Coalition. The Early Learning Coalition will handle all eligibility determinations and paperwork with the families and then issue qualified families a voucher for child care. Qualified families who choose to enroll at the Little School, on a space available basis, will be enrolled. At the end of each month, the Little School will provide attendance information for those children of qualified families and the Early Learning Coalition will pay the agreed upon daily rate for those children. Since the daily rate that the Early Learning Coalition will pay is less than the charge from Little School, we will charge the difference to those families. This is standard practice. A partnership with the Early Learning Coalition opens up many opportunities for Little School staff and the school itself. Little School will be included in trainings, workshops, and many other professional development options that are only available to contracted child care providers. This agreement to provide services for children from financially needy families does not obligate any financial resources from Santa Fe College.

Board Action Requested:

Approval

Action: Approved. See item 9.1 (408.2192).

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

State of Florida Statewide Voluntary Prekindergarten Provider Contract

408.2196, 14-15

The Early Learning Coalition disseminates state money allocated for the Voluntary Prekindergarten (VPK) programs. This contract outlines the agreement between the Early Learning Coalition and the Santa Fe Little School to provide VPK services to eligible children; eligible children are those who are four years old by September 1st. The Early Learning Coalition will handle all eligibility determinations and paperwork with the families and then issue qualified families a Certificate of Eligibility for Voluntary Prekindergarten. Qualified families who choose to enroll at the Little School, on a space available basis, will be enrolled. At the end of each month, the Little School will provide attendance information for those children of enrolled families and the Early Learning Coalition will pay the agreed upon daily rate for those children. Little School is predicted to have space to enroll 20 children in the VPK program. This agreement to provide a Voluntary Prekindergarten educational program for qualified children does not obligate any financial resources from Santa Fe College.

Board Action Requested:

Approval

Action: Approved. See item 9.1 (408.2192).

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

Cultural Programs General Support Grant

409.2051, 14-15

The purpose of this project is to present a series of award-winning cultural programs that offer a creative mix of visual arts, literature, music and dance. The premier event in this series is the annual SF Spring Arts Festival. Building on the vision of the Florida Division of Cultural Affairs, designed to have statewide impact, the program goals are the following: 1) to create vibrant accessible events to engage audiences and inspire participation in the arts; 2) to encourage emerging artists and grow audiences for the arts by creating high quality programs utilizing venues in Alachua and Bradford counties; 3) to present artists and writers relevant to Florida and Florida's citizens to create an appreciation of the arts and Florida's rich history; 4) to engage children and youth in the arts, thus fostering participation and appreciation in the arts by all of our citizens; and 5) to provide economic growth to Florida through strong arts events and economic success for Florida artists.

The amount of funds requested from the State of Florida, Division of Cultural Affairs, is \$32,192, with an in-kind match of \$396,940 from existing college budget which is required by the funding agency for this level of grant request.

Duration of this project is July 1, 2016, through June 30, 2017.

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 (408.2192).

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

East Gainesville Development Corporation Grant

409.2052, 14-15

The purpose of this project is to assist with funding the General Educational Development (GED) test for students in financial need. The Adult Education Program would also use these funds to help pay for certification training fees and associated costs for low income individuals. These certifications will give these individuals the opportunity to obtain employment in careers that lead to a family sustaining wage. Programs like the 40-hour Early Childhood Education Program and the Certified Nursing Assistant program are the beginning steps to further educational training and can be accomplished while the student is still working on their GED. Once they finish these or similar programs and pass the GED test, they will be eligible for financial aid and more advanced degree, certificate, and industry credential training.

The amount of funds requested from the East Gainesville Development Corporation is \$10,000 with no matching funds from Santa Fe College.

Duration of this project is June 1, 2015, through May 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 (408.2192).

Santa Fe College Foundation Liaison Update and Board Members' Remarks

Reporting for the Santa Fe College Foundation, Trustee Mallini stated that the Foundation summer spectacular event "Cuba Libre" will be held on June 26-27, 2015, at the Fine Arts Hall and the event is sold out. There will be music, food, and an art exhibit consisting of prints that were purchased in Cuba during the Foundation excursion in May this year. On September 1 at the Charley Johns Conference Center, Dr. Sasser will give the State of the College Address to the community and civic groups in Bradford County. Also, the Foundation has received \$240,000 in private contributions in the last 30 days and has awarded \$40,000 in scholarships to students for the summer 2015 and fall 2015 semesters.