



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

**Minutes of Board Meeting Held June 21, 2016**  
**Wattenbarger Student Services Building, Gainesville, Florida**

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

Members absent: G. Thomas Mallini

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Chair Caridad E. Lee called the regular meeting of the District Board of Trustees of Santa Fe College to order at 4 p.m., in the Wattenbarger Student Services Building in Gainesville, Florida, followed by the Pledge of Allegiance.

President Sasser asked Dr. Naima Brown, Vice President for Student Affairs, to provide an enrollment update. Dr. Brown noted the current enrollment is up. Headcount for Fall 2016 is up by 7.4% and FTE is up by 5.6%, with 440 new students registered. She noted that Admissions' constant engagement efforts through campus tours, phone calls, newsletters, emails and outreach to high school guidance counselors has been successful. The College recently started a new radio campaign on Pandora that will reach potential students in the surrounding counties. She showed the new television commercial that is airing locally highlighting the Nuclear Medicine Technology program. She added that as a result of the agreement with the University of North Florida (SF2UNF), the College received a list of 17 students who were denied admission to UNF and advisors reached out to them and received nine responses. Also, the College is grateful to Gainesville Regional Utilities for providing three scholarships to students in the amount of one thousand dollars per year for four years. Information has been distributed on the extra transportation initiative to the rural areas; the targeted cities are Alachua, Archer, High Springs, Newberry and Waldo. She then introduced Mr. Chip Johnson, the new specialist hired for the "Finish at the Top" readmission project. Mr. Johnson noted the goal is to re-enroll students that were close to completing their degrees. He has called over 450 students and emailed over 1000 students. To date they have readmitted several students. He added that the most common reasons for not completing include "life happens" scenarios and financial reasons. He shared that the College is working on providing some scholarships to help those students wanting to return to college. Mr. Johnson added that over 5,000 students are on the list and he looked forward to contacting each one of them. The Board congratulated him on his current success and indicated they are looking forward to hearing updates.

The meeting adjourned at 5:08 p.m.

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Chair

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Jackson N. Sasser, Secretary



**The District Board of Trustees  
Santa Fe College, Florida  
Board Meeting of June 21, 2016, at 4 p.m.  
Wattenbarger Student Services Building, Gainesville, Florida**

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**Agenda**

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**Adoption of Agenda**

**Agenda Item: 1.1**

418.540, 15-16

1. General Functions

Pledge of Allegiance

- 1.1 Adoption of Agenda for Board Meeting of June 21, 2016
- 1.2 Approval of Board Meeting Minutes of May 17, 2016
- 1.3 Board Meeting Schedule for 2016-2017

2. Information Items

- 2.1 President's Report
- 2.2 Strategic Planning
- 2.3 Organization of the Board for 2016-2017
- 2.4 Standard Agreement for Plumbing Technology Program
  - Scarborough Plumbing, LLC
  - TitleTown Plumbing, LLC
- 2.5 Interinstitutional Articulation Cooperative Agreement for Career Pathways with:
  - School Board of Columbia County
  - School Board of Levy County
- 2.6 Amended Rule 6.7: Bicycles, Skateboards, Scooters, Skates, and Other Personal Transportation Devices

3. Citizen's Requests

4. Consent Items

Personnel

- 4.1 Contract Staff (Faculty)
- 4.2 Contract Staff (Administrative and Professional)
- 4.3 Career Service Staff
- 4.4 Salary Schedule for 2016-2017

Agreements, Grants

- 4.5 Upward Bound Program Grant
- 4.6 Student Support Services Grant
- 4.7 Carl D. Perkins Career and Technical Education (CTE) Postsecondary Programs, Section 132 Grant
- 4.8 Carl D. Perkins Postsecondary Rural and Sparsely Populated Grant
- 4.9 Criminal Justice Training Trust Funds Grant
- 4.10 BACK TO WORK 50+: Women's Economic Stability Initiative (WESI)  
Walmart Foundation Matching Federal Funds Grant – Year 2

Finance Items

- 4.11 Report of Purchases for May 2016
- 4.12 Colonel Harry M. Hatcher, Jr., Property Survey 16-09
- 4.13 Acceptance of Donations, 16-03

5. Finance Items

- 5.1 Fund 1 (Current Unrestricted) Revenue and Expenditure Budget Report for May 2016
- 5.2 Approval of 2016-2017 Operating Budget
- 5.3 Approval of 2016-2017 Unexpended Plant Fund Budget (Fund 7)
- 5.4 Permission to Write Off Uncollectible Accounts
- 5.5 User Fines and Fees Schedule
- 5.6 First Amendment to Agreement for International Insurance Services with Insurance for Students, Inc.
- 5.7 Second Amendment for Collection Services of Delinquent Student Account Agreements with:
  - Continental Service Group (doing business as ConServe)
  - Transworld Systems, Inc. (formerly NCO Financial Systems)
  - Williams and Fudge, Inc.
- 5.8 Second Amendment to Agreement for Temporary Employment Services with Temp Force, L.P.

6. General Institutional Items

- 6.1 Advisory Committee Appointments for:
  - Biotechnology Laboratory Technology
  - Biomedical Engineering Technology
  - Accounting – Bachelor of Science Program
  - Legal Assisting
  - Nuclear Medical Technology
  - Respiratory Care Technology
  - Clinical Laboratory Science
  - Perry Center for Emerging Technology
  - Kika Silva Pla Planetarium
  - Organizational Management
- 6.2 Acceptance of Financial Statements and Independent Auditors' Report for Santa Fe College Foundation
- 6.3 Direct Support Organization Certification of Santa Fe College Foundation Activity

7. Agreements/Grants

- 7.1 Second Amendment to Bradford County High School Dual Enrollment Articulation Agreement
- 7.2 Student Affiliation Agreement with Lake Shore HMA, LLC for Physical Therapist Assistant Program
- 7.3 Student Affiliation Agreement with Lake Shore HMA, LLC for Health Services Administration Program
- 7.4 First Amendment to Clinical Education Affiliation Agreement with Greystone Healthcare Management Corporation

- 7.5 Second Amendment to Clinical Facilities Agreement with Leesburg Regional Medical Center, Inc
  - 7.6 State of Florida Statewide School Readiness Provider Contract
  - 7.7 State of Florida Statewide Voluntary Prekindergarten Provider Contract
  - 7.8 Collaborative Research: Creating Alternative Pathways to Computing Careers for Diverse Populations – National Science Foundation Grant
  - 7.9 Effective Scenario-Based Community-Oriented Policing Training Through Advanced Instructional Technologies Grant
  - 7.10 Community College Administrator Program (CCAP) Grant
8. Santa Fe College Foundation Liaison Update and Board Members' Remarks
  9. Adjournment

**Board Action Requested:**

**Approval**

Discussion: Chair Lee 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 item 1.1: Hudson  
Second: Woody  
Vote: Fletcher – yes, Hudson – yes, Lee – yes,  
McRae – yes, Oody – yes, Prevatt – yes,  
Woody - yes

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Approval of Board Meeting Minutes of May 17, 2016

401.531, 15-16

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The minutes of the regular meeting of the District Board of Trustees of Santa Fe College held May 17, 2016, are presented for approval.

**Board Action Requested:**

**Approval**

Action: Motion to approve item 1.2: Hudson  
Second: Prevatt  
Vote: Fletcher – yes, Hudson – yes, Lee – yes,  
McRae – yes, Oody – yes, Prevatt – yes,  
Woody - yes

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Board Meeting Schedule for 2016-2017

416.142, 15-16

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Below is the proposed schedule of the Board of Trustees meetings for the 2016-2017 year. All meetings begin at 4 p.m.

**2016-2017 Board Meeting Schedule**

July 19, 2016	Watson Center
August	No Meeting
September 20, 2016	NW Campus
October 18, 2016	Perry Center
November 15, 2016	Andrews Cultural Center
December	No Meeting
January 17, 2017	NW Campus
February 21, 2017	Blount Center
March	No Meeting
April 18, 2017	Andrews Cultural Center
May 16, 2017	NW Campus
June 20, 2017	NW Campus
July 18, 2017	Watson Center

**Board Action Requested:**

**Approval**

Action: Motion to approve item 1.3: Woody  
Second: Prevatt  
Vote: Fletcher – yes, Hudson – yes, Lee – yes,  
McRae – yes, Oody – yes, Prevatt – yes,  
Woody - yes

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President's Report

Information Item

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The president will discuss a variety of information topics.

Calendar

June 20, 2016 5 p.m.	Board Budget Workshop and Dinner Wattenbarger Student Services Building
June 21, 2016 4 p.m.	Regular Board Meeting Wattenbarger Student Services Building
July 19, 2016 4 p.m.	Regular Board Meeting Watson Center
August 19, 2016 8:30 a.m.	Fall Convocation Fine Arts Hall
September 5, 2016	College Closed – Labor Day

President Sasser recognized Dr. David Price, College Senate President; Mr. Art Grant, Presiding Officer of the Senate Executive Council; Mr. Jacobi Bedenfield, President of Student Government; and Mr. Lindy Russell, Interim Career Service Council Chair. Ms. Rebecca Rogers, President of AFC, was unable to attend.

President Sasser noted the next board meeting was July 19 at the Watson Center and Convocation is August 19 beginning at 8:30 a.m. in the Fine Arts Hall. He added that the legendary Dr. Terry O'Banion would be the guest speaker and encouraged everyone to attend.

Dr. Sasser mentioned that the State Board of Education approved changes to the Florida Administrative Code Rule 6A-14.024. He noted the composition of college boards can now range between five and nine members and wanted the board to be aware of potential changes in the future. Currently we have only two board members with terms up for renewal in May 2017, Trustees Fletcher and McRae. Dr. Sasser felt that the changes made to the current rule would not immediately impact any of SF's current trustees. He asked that the rule change be a topic of discussion at the October board workshop

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Strategic Planning

Information Item  
419.39, 15-16

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Dr. Lisa Armour, Vice President for Assessment, Research, and Technology, will provide a presentation on the strategic plan.

Discussion: Dr. Lisa Armour, Vice President for Assessment, Research and Technology, gave an update on Strategic Planning. Dr. Armour noted that the college-wide "State of the Strategic Plan" workshop was held a couple of months ago with staff members participating and feedback collected, resulting in a brief report on progress towards the achievement of the strategic plan, using our four action themes as reporting categories. She distributed summary information on the strategies that came from the workshop and briefly touched on highlighted areas of the four action plans.



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Organization of the Board for 2016-2017

Information Item  
416.143, 15-16

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Discussion: Chair Lee asked Trustee Woody to serve as the nominating committee for the 2016-17 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 Woody agreed to serve in this capacity.

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

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Standard Agreement for Plumbing Technology Program:  
Scarborough Plumbing, LLC  
TitleTown Plumbing, LLC

Information Item  
408.2258, 15-16

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The board has authorized the Provost and Vice President for Academic Affairs to execute standardized form plumbing technology field experience agreements without further action by the board. Such agreements to serve students in the Santa Fe College Plumbing Technology Program have been executed with the following clinical facilities:

- Scarborough Plumbing, LLC in Gainesville, Florida
- TitleTown Plumbing, LLC in Gainesville, Florida

***College Goal: Workforce Development - Provide student-centered workforce programs in collaboration with local employers and economic development agencies***

Interinstitutional Articulation Cooperative Agreements for Career Pathways with: Information Item  
School Board of Columbia County 408.2259, 15-16  
School Board of Levy County

The A.S. degree programs and certificate programs listed below have been identified as accelerated paths by which students will have the opportunity to receive college credit as described in the District Interinstitutional Cooperative Agreements for Career Pathways between Santa Fe College and the following school districts: School Board of Columbia County and School Board of Levy County.

**School Board of Columbia County**

<u>Secondary Program</u>	<u>Postsecondary Program</u>
Allied Health Assisting Nursing Assistant	Cardiovascular Technology A.S. Dental Hygiene A.S. Nuclear Medicine A.S.
Allied Health Assisting Nursing Assistant	Diagnostic Medical Sonography A.S. Radiography A.S. Respiratory Care A.S. Surgical Technology Certificate

**School Board of Levy County**

<u>Secondary Program</u>	<u>Postsecondary Program</u>
Agriculture Biotechnology	Biotechnology Laboratory Technology A.S.
Building Construction Technologies	Construction Management Technology A.S.
Dental Aide Nursing Assistant	Cardiovascular Technology A.S. Dental Hygiene A.S. Nuclear Medicine A.S.
Dental Aide Nursing Assistant	Diagnostic Medical Sonography A.S. Respiratory Care A.S.
Digital Design	Digital Media Technology A.S.
Digital Design	Graphic Design Technology A.S.

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

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Amended Rule 6.7: Bicycles, Skateboards, Scooters, Skates, and Other  
Personal Transportation Devices

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410.523, 15-16

The proposed amendment to Rule 6.7 adds Segways and hoverboards to the list of prohibited transportation devices on campus, except under medical/disability accommodation circumstances or as approved by the president or a member of president's staff. The safety of students, faculty, and staff can be compromised by recreational use of these devices on campus; therefore, College staff, with the full support of the Santa Fe College Police Department, recommends adopting the proposed amendment. Student Government leadership have discussed the changes and support the amended rule for safety purposes.

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Citizen's Requests

423.46, 15-16

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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 Lee 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 21, 2016

Agenda Item: 4.1

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

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Contract Staff (Faculty)

402.789, 15-16

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The individuals listed below are being recommended for appointment for 2016-2017, or a portion of 2015-2016, as stated in the individual employee's contract.

### **Appointment**

#### **Full Time**

##### Name

Michael Bolton

*Ph.D., Arizona State University*

Craig Capano

*Ph.D., Marquette University*

Mari Jayne Frederick

*Ph.D., Nova Southeastern University*

Katherin Garland

*Ph.D., University of Florida*

Lorisha Riley

*M.S., University of Florida*

##### Position

Assistant Professor, English

Assistant Professor, Building Construction Technology  
(Construction & Technical Programs)

Assistant Professor, Information Technology Education

Assistant Professor, Education Programs

Assistant Professor, Mathematics

#### **Part Time**

##### Name

Marly Cormar

Joshua Dyess

Adriana Galeano

Joshua Hiller

Lina Jamis

Matthew Lindsay

Chris Malecki

Chase Pirtle

Colleen Walrath-Hollister

### **Board Action Requested:**

#### **Approval**

Action: Motion to approve item 4.1 through 4.13: Prevatt

Second: Oody

Vote: Fletcher – yes, Hudson – yes, Lee – yes,  
McRae – yes, Oody – yes, Prevatt – yes,  
Woody - yes

## CONSENT

District Board of Trustees  
June 21, 2016

Agenda Item: 4.2

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

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Contract Staff (Administrative and Professional)

411.400, 15-16

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The individuals listed below are being recommended for appointment for 2016-2017 or a portion of 2015-2016, as stated in the individual employee's contract.

**Appointment**  
**Executive/Managerial**  
**Full Time**

<u>Name</u>	<u>Position</u>
Gina Greenidge <i>M.S., Florida International University</i>	Director, Watson Center, Academic Affairs
Liam McClay <i>M.A., Florida State University</i>	Assistant to the President for Innovation and Governmental Affairs

**Promotion**

<u>Name</u>	<u>Position</u>
Kathryn Lehman <i>B.A., University of Florida</i>	Director, Grants and Projects, Office of Advancement

**Appointment**  
**Technical/Professional**  
**Full Time**

<u>Name</u>	<u>Position</u>
^Clarinda Choice <i>B.A., Eckerd College</i>	Specialist, Student Leadership and Activities
Gina Scinto <i>B.S., University of Florida</i>	Senior Graphic Designer, Communications and Creative Services

**Appointment**  
**Part Time**

<u>Name</u>	<u>Position</u>
Tiffany Beckham	Specialist, Admissions
Heather Brinn	Specialist, Admissions
Mateusz Buszko	Specialist, Adult Basic Education
Anthony Donaldson Jr.	Specialist, Adult Basic Education
*Lauren Samuels	Specialist, 50 Plus Back to Work (WESI)

\*Grant Funded

^Student Activities Funded

**Board Action Requested:**

**Approval**

Action: Approved. See item 4.1 (402.789).

**C O N S E N T**

District Board of Trustees  
June 21, 2016

Agenda Item: 4.3

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

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Career Service Staff

403.531, 15-16

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The individuals listed below are being recommended for appointment.

**Full Time**

Name

Liberty Hatcher  
Ronnie Sluss

Position

Preschool Teacher, Little School  
Groundskeeper I, Facilities Services

**Transfer**

***Full Time***

Name

Susan Kincaid  
Darrell Linzy  
Janet Todd

Position

Assessment Center Assistant, Academic Foundations  
Compensation Support Specialist, Human Resources  
Contact Center Representative, Contact Center

**Board Action Requested:**

**Approval**

Action: Approved. See item 4.1 (402.789).



## CONSENT

District Board of Trustees  
June 21, 2016

Agenda Item: 4.4

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

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Salary Schedule for 2016-2017

405.116, 15-16

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The proposed 2016-2017 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 (402.789).

## CONSENT

District Board of Trustees  
June 21, 2016

Agenda Item: 4.5

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

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Upward Bound Program Grant

409.2095, 15-16

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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 three of a five-year project.

The amount of funds requested from U.S. Department of Education, Office of Postsecondary Education, is \$285,735 for year-three 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, 2016, through August 31, 2017.

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 Advancement, is authorized to execute any agreements and related documents associated with this grant.**

Action: Approved. See item 4.1 (402.789).

## CONSENT

District Board of Trustees  
June 21, 2016

Agenda Item: 4.6

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

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Student Support Services Grant

409.2096, 15-16

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The purpose of this project is to provide supplementary support services to low-income, first-generation, or disabled college students in order to increase student success as measured by retention, graduation, and transfer rates. Individual counseling, tutoring, and other extensive work in the basic academic subjects (mathematics, sciences, reading, and writing) will be the substance of the program. An additional part of the program includes a 2-year/4-year initiative section, the purpose of which is to assist Santa Fe College project students in securing admission to and financial assistance for enrollment in four-year institutions of higher education. This is year two of a new five-year project. This project will serve approximately 206 students per year.

The amount of funds requested from the U.S. Department of Education, Office of Postsecondary Education, for the second year is \$289,956. Total funding for the five-year project will be approximately \$1.4 million.

Duration of this project is September 1, 2016, through August 31, 2017.

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 Advancement, is authorized to execute any agreements and related documents associated with this grant.**

Action: Approved. See item 4.1 (402.789).

## CONSENT

District Board of Trustees  
June 21, 2016

Agenda Item: 4.7

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

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

409.2097, 15-16

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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 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 \$647,058, with no matching funds from Santa Fe College.

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

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 Advancement, is authorized to execute any agreements and related documents associated with this grant.**

Action: Approved. See item 4.1 (402.789).

## CONSENT

District Board of Trustees  
June 21, 2016

Agenda Item: 4.8

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

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Carl D. Perkins Postsecondary Rural and Sparsely Populated Grant

409.2098, 15-16

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The purpose of this project is to develop more fully the career and technical skills of postsecondary rural students who elect to enroll in high-wage, high-skill, and/or high-demand occupations at the Santa Fe College Andrews Center and the Bradford-Union Technical Center in Bradford County with an emphasis on Information Technology or STEM Career Clusters. Recruitment and public awareness services will be available for career and technical education programs at the Bradford Union Technical Center (BUTC). Software purchases will provide for a fully integrated Job Placement Module to serve postsecondary CTE students at the BUTC. Funding will be provided to expanding website, internet access, and job placement services to increase access, completion, and placement opportunities for CTE students at the BUTC. STEM modules will be infused into CTE related classes for CTE postsecondary students at the Andrews Center. A high intensity welder will be purchased for CTE postsecondary students in the Welding program at the BUTC to provide improved coursework and modernized equipment in STEM-related fields.

The amount of funds requested from the State of Florida, Department of Education, Division of Career and Adult Education is \$17,677 with no matching funds from Santa Fe College.

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

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 Advancement, is authorized to execute any agreements and related documents associated with this grant.**

Action: Approved. See item 4.1 (402.789).

## CONSENT

District Board of Trustees  
June 21, 2016

Agenda Item: 4.9

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

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Criminal Justice Training Trust Funds Grant

409.2099, 15-16

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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 \$68,742, with no matching funds from Santa Fe College.

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

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 Advancement, is authorized to execute any agreements and related documents associated with this grant.**

Action: Approved. See item 4.1 (402.789).

## CONSENT

District Board of Trustees  
June 21, 2016

Agenda Item: 4.10

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

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BACK TO WORK 50+: Women's Economic Stability Initiative (WESI)  
Walmart Foundation Matching Federal Funds Grant – Year 2

409.2100, 15-16

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The AARP and Walmart Foundations will be providing the BACK TO WORK 50+: Women's Economic Stability Initiative (WESI) additional grant funds for the sole purpose of providing the required matching federal funds for the original BTW 50+ Social Innovation Fund grant. The WESI project provides pathways to employment and self-sufficiency for women ages 50-64 through training in high demand jobs.

The amount of funds requested from the AARP and Walmart Foundations is \$49,620.

Duration of this project is April 27, 2016, through November 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 Advancement, is authorized to execute any agreements and related documents associated with this grant.**

Discussion: Dr. Bea Awoniyi, Assistant Vice President for Student Affairs, noted this grant was a wonderful opportunity for Santa Fe College. As part of the Back to Work 50+ (BTW), AARP and the Walmart Foundations have assisted with additional grant funds for the sole purpose of providing the required matching federal funds for BTW 50+. The project will provide pathways to employment and self-sufficiency for people aged 50-64 through training in high demand jobs.

Action: Approved. See item 4.1 (402.789).

## C O N S E N T

District Board of Trustees  
June 21, 2016

Agenda Item: 4.11

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

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Report of Purchases for May 2016

202.627, 15-16

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Below are the total amounts and a summary of purchases for the month of May 2016.

		Purchasing		\$2,106,898.43
		Risk Management Consortium		\$13,561.19
		Total		\$2,120,459.62
<b><u>P.O. No.</u></b>	<b><u>Amount</u></b>	<b><u>Procurement</u></b>	<b><u>Vendor</u></b>	<b><u>Class of Item-Department</u></b>
Y61103 (Fund 7)	\$ 172,760.00	Contract	Scherer Construction & Engineering	83 <sup>rd</sup> Street Signage Reconstruction Campus Signage
Y61109 (Fund 2)	\$ 87,500.00	Contract	Charles Perry Partners, Inc.	Building O Renovations TRAMCON Grant
Y61293 (Fund 7)	\$ 157,388.00	Contract	D.E. Scorpio Corporation	Classroom Renovations in Buildings A and K Minor Renovation/Remodel
Y61386 (Fund 1)	\$ 139,459.38	Exempt	Logisoft Computer Products	Microsoft Campus Agreement Information Technology
Y61446 (Fund 1)	\$ 52,262.00	Exempt	Gartner, Inc.	Research and Consulting Information Technology
Y61461 (Fund 1)	\$ 106,488.00	Exempt	SAS Institute, Inc.	Performance Analytics Consulting and Software Information Technology
Y61539 (Fund 7)	\$ 47,248.08	Contract	OEC Business Interiors	Classroom Furniture Student & Faculty Area Improvements
Y61584 (Fund 1)	\$ 71,940.00	Contract	Dell Marketing	Computers (60) Information Technology
Y61598 (Fund 1)	\$ 123,826.65	Contract	Instructure	Canvas Learning Management System Information Technology



Y61621 (Fund 1)	\$ 87,525.00	Exempt	E-TechServices.com, Inc.	Virtual Desktop Software Information Technology
Y61638 (Fund 1)	\$ 62,020.46	Exempt	CDW Government, Inc.	Thin Client Server System Information Technology
	<u>\$1,108,417.57</u>			

Purchase orders for current/previously awarded bids/contracts: 10 Amount: \$54,133.20  
9 Temp Force @ \$39,777.00;  
1 Davis Chevrolet @ \$14,356.20

Other Purchases \$0 - \$35,000.00  
Number of purchase orders: 537

Amount: \$957,908.85

**Board Action Requested:**

**Approval of report**

Action: Approved. See item 4.1 (402.789).

## C O N S E N T

District Board of Trustees  
June 21, 2016

Agenda Item: 4.12

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

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Colonel Harry M. Hatcher, Jr., Property Survey, 16-09

200.882, 15-16

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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 24, 2016, to consider departmental requests to be relieved from inventory accountability. The committee members approved the following requests to remove the items listed below from the active property control inventory records. A detailed list of all items from each category is attached.

Category	Number of Items	Original Cost or Value Items > \$5,000 to be Removed from Inventory and Financial Records	Depreciation of Items > \$5,000	Total Book Value Items to be Removed from Inventory and Financial Records
Surplus Property	2	\$22,632.80	\$22,632.80	\$0.00
<b>TOTAL</b>	<b><u>2</u></b>	<b><u>\$22,632.80</u></b>	<b><u>\$22,632.80</u></b>	<b><u>\$0.00</u></b>

### **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 (402.789).

**C O N S E N T**

District Board of Trustees  
June 21, 2016

Agenda Item: 4.13

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

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Acceptance of Donations, 16-03

200.883, 15-16

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Gail K. Moss has donated the item listed below to the Health Science Program.

<b>Qty</b>	<b>Description</b>	<b>Cost</b>
1	Kenmore Refrigerator	<u>\$100.00</u>
		<u>\$100.00</u>

**Board Action Requested:**

**Approval**

Action: Approved. See item 4.1 (402.789).

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

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Fund 1 (Current Unrestricted) Revenue and Expenditure Budget Report for May 2016

201.804, 15-16

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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, 2016.

The following summary provides a comparison of actual revenues and expenditures for 2015-2016 vs. 2014-2015.

	2015-2016		2014-2015	
	<u>Dollar Amount</u>	<u>Percent of Budget</u>	<u>Dollar Amount</u>	<u>Percent of Actual</u>
Revenue	\$70,895,586	95.95	\$67,935,926	93.29
Expenditures	\$63,399,518	74.15	\$61,620,722	83.67

**Board Action Requested:**

**Approval of report**

Discussion: Dr. Sasser thanked the board for attending the board workshop last evening to discuss the budget recommendations and salary schedule for the 2016-17 fiscal year. He said Trustee Fletcher approached him after the workshop with a proposal for changing the percentage of the fund balance reserved. Ms. Gibson modified four of the slides that were presented last evening to highlight the changes if the board agrees to increase the state required and board designated reserved fund balance to a total of 14% from the current 7% (5% State required and 2% Board Designated). Dr. Sasser supported the idea, stating it is a sound practice. With further discussion of the board, it was agreed to increase the reserved fund balance to 14%. Ms. Ginger Gibson, Vice President for Administrative Affairs and CFO, continued with review of items 5.1-5-8 individually. Motion was made to amend item 5.2 to approve the 2016-2017 Operating Budget with increasing the total state required and board designated fund balance to 14%.

Action: Motion to approve 5.1, 5.3 through 5.8: Fletcher  
Second: Woody  
Vote: Fletcher – yes, Hudson – yes, Lee – 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*

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Approval of 2016-2017 Operating Budget

201.805, 15-16

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

**Board Action Requested:**

**Approval of 2016-2017 Operating Budget**

Action: Motion to amend item 5.2 to approve the 2016-2017 Operating Budget with increasing the total state required and board designated fund balance to 14%:  
Fletcher.  
Second: Woody  
Vote: Fletcher – yes, Hudson – yes, Lee – 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***

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Approval of 2016-2017 Unexpended Plant Fund Budget (Fund 7)

201.806, 15-16

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Following the close of accounting records for fiscal year 2015-2016, the Unexpended Plant Fund budget (Fund 7) can be prepared. That budget will be presented for board approval at its September 2016 meeting. In the meantime, board approval is requested to expend from the Unexpended Plant Fund beginning July 1, 2016, as follows:

Projects approved in the 2015-2016 budget to the extent of balances carried forward, including interest and energy rebate earnings through June 30, 2016, at June 30;

Projects, for which PECO (Public Education Capital Outlay) funds are appropriated by the 2016 Florida legislature, and;

Projects the College approved in the 2016-2017 Operating Budget as a transfer of funds to the Unexpended Plant Fund.

**Board Action Requested:**

**Approval of budget**

Action: Approved. See item 5.1 (201.804).

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

Permission to Write Off Uncollectible Accounts

200.884, 15-16

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 2014-2015</u>	<u>Percentage of Award Amount to be Written Off</u>
<b>Other Uncollectible Accounts</b>			
Returned Check/Charges	\$7,165.74	N/A	N/A
Miscellaneous Non-Student Receivables	\$5,521.67	N/A	
Little School	<u>\$793.15</u>	<u>\$473,128.24</u>	<u>0.17%</u>
<b>Total Other Write-Offs</b>	<b><u>\$13,480.56</u></b>		<b><u>N/A</u></b>
<b>Student Accounts</b>			
<b>Short-Term Loans</b>			
Regular	\$6,513.24	\$37,233.88	17.49%
Tuition	0.00	0.00	0.00%
<b>Accounts Receivable</b>			
Title IV	\$200,346.49	\$45,152,543.81	
Financial Aid Repayments	\$82,399.95	\$2,022,942.00	
Bright Futures	\$3,823.69	\$1,484,798.00	
Tuition Payment Plan	\$15,310.52	N/A	
Florida Prepaid	\$1,628.46	N/A	
Miscellaneous A/R	\$22,585.24		
Subtotal Federal and State A/R	\$326,094.35	\$48,660,283.81	0.67%
<b>Tuition Deferments</b>			
Financial Aid Deferment	\$195,939.04	\$16,345,528.59	1.20%
Veterans Deferment	<u>\$17,629.53</u>	<u>\$167,449.81</u>	<u>10.53%</u>
<b>Total Student Write-Offs</b>	<b><u>\$546,176.16</u></b>	<b><u>\$65,210,496.09</u></b>	<b><u>0.84%</u></b>

**Board Action Requested:**

**Approval to Write Off Uncollectible Accounts Action:**

Approved. See item 5.1 (201.804).

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

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User Fines and Fees Schedule

200.885, 15-16

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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**

Approved. See item 5.1 (201.804)



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

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First Amendment to Agreement for International Insurance Services with Insurance for Students, Inc.

408.2260, 15-16

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The First Amendment to the agreement with Insurance for Students, Inc. is made for the purposes of renewing the agreement for the first of two three-year renewal options, through August 20, 2019, in accordance with the agreement.

After a solicitation in 2013, the College selected Insurance for Students, Inc. to provide insurance services to international students. International students are required to have this insurance at the University level, and the College has implemented a similar requirement as a best practice.

The insurance is purchased by the international students themselves, at no cost to the College. The College has been very satisfied with the responsiveness and services provided by Insurance for Students, Inc.

**Board Action Requested:**

**Approval**

Approved. See item 5.1 (201.804).

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

---

Second Amendment for Collection Services of Delinquent Student Account 408.2261, 15-16  
Agreements with:  
Continental Service Group (doing business as ConServe)  
Transworld Systems, Inc. (formerly NCO Financial Systems)  
Williams and Fudge, Inc

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In July 2010, the College entered into agreement with the three entities identified with the purpose of increasing the collection of delinquent accounts through the use of professional collection techniques beyond the capabilities of the staff at the college, while maintaining the proper relationship between the college and the debtor. Collection fees charged by employing these services are the responsibility of the student/debtor.

The initial term for these agreements expires June 30, 2016. The Request for Proposal 5299-A: Collection Services for State University System Delinquent Student Accounts, issued and awarded by Florida State University (FSU), provided the College the ability to enter into agreements with these agencies. The agreements permit the College renew terms for one (1) additional two-year period, from July 1, 2016, through June 30, 2018, contingent upon satisfactory performance of the collection agency by the College.

Staff are satisfied with the performance of the three collection agencies and recommends renewing the term of the agreements for the one additional two-year period.

**Board Action Requested:**

**Approval of Amendment #2 Agreement for Collection Services of Delinquent Student Accounts for each of the three collection agencies set forth above**

Approved. See item 5.1 (201.804)

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

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Second Amendment to Agreement for Temporary Employment Services  
With Temp Force, L.P.

408.2262, 15-16

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The College entered into an agreement for temporary employment services with Temp Force, L.P., in May 2012, which was amended in conjunction with the Affordable Care Act in November 2014. At the request of Student Affairs to be able to utilize Temp Force to place grant participants and students in employment positions at non-College worksites as part of their educational and experiential learning processes, this second amendment to the agreement broadens the scope of services beyond College-owned locations to include offsite work locations. All remaining terms and conditions of the Agreement as amended remain the same.

**Board Action Requested:**

**Approval**

Approved. See item 5.1 (201.804).

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

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Advisory Committee Appointments for: 417.110, 15-16  
Biotechnology Laboratory Technology  
Biomedical Engineering Technology  
Accounting – Bachelor of Science Program  
Legal Assisting  
Nuclear Medical Technology  
Respiratory Care Technology  
Clinical Laboratory Science  
Perry Center for Emerging Technology  
Kika Silva Pla Planetarium  
Organizational Management

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The advisory committee appointments are being recommended to the board effective July 1, 2016, through June 30, 2018. All individuals have been contacted and have agreed to serve for the two-year period.

**Biotechnology Laboratory Technology**

New

Dr. Ann Dongtao Fu, MD, PhD, QIHC, Molecular Pathology Core Dept. of Pathology, University of Florida, Gainesville

Mr. Mark Long, Sid Martin Biotechnology Incubator, Alachua

Mr. Bill McDavid, Director of the Biotechnology Academy, Santa Fe High School, Alachua

Mr. William McElroy, Career and Technical Education Director, Alachua County Public Schools, Gainesville

Mr. David Nolan, Dept. of Pathology Emerging Pathogens Institute, Salemi Group, Gainesville

Renew

Ms. LeeAnn Applewhite, Chief Executive Officer, Applied Food Technologies, Alachua

Ms. Monica Clements, Occupational Specialist, Bradford Vocational Education Center, Starke

Dr. Ron Cobb, Research and Development, RTI Biologics, Inc., Alachua

Dr. Barbel Eppler, Senior Vice President, Preclinical and Quality Assurance, Nanotherapeutics, Inc., Alachua

Dr. Mary Jo Koroly, Director, Precollegiate Education and Training, University of Florida Biochemistry and Molecular Biology, Gainesville

Dr. Steve Lin, Vice President, Biologics Research and Development, Exactech, Gainesville

Ms. Tammy Mandell, Assistant Director, Education and Training, University of Florida CERHB, Alachua

Dr. David Moraga Amador, Scientific Director, Nextgen DNA Sequencing Laboratory, University of Florida, Gainesville

Dr. Richard Snyder, Director of Biotherapeutic Programs, Office of Research, University of Florida, Gainesville

Outgoing

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

Dr. Dave Edwards, Career and Technical Education Director, Kirby Smith Administration Center, Gainesville

Dr. John Rogers, Chief Executive Officer, EcoAray, LLC, Gainesville

**Biomedical Engineering Technology**

Renew

Mr. John Alvenus, Coordinator, Biomedical Engineering, UF Health Shands Hospital, Gainesville  
Mr. Craig Bakuzonis, Director of Clinical Engineering, UF Health Shands Hospital, Gainesville  
Mr. Ernest Boyer, Biomedical Technician, Malcom Randall Veterans Affairs Medical Center, Gainesville  
Mr. Shawn Chamberlain, Biomedical Engineering Director, North Florida Regional GE Healthcare D&CS, Gainesville  
Mr. Richard Gaugler, Biomedical Engineering Technician, North Florida Regional Medical Center, Gainesville  
Mr. Rennard Ivey, Coordinator, Biomedical Engineering, UF Health Shands Hospital, Gainesville  
Mr. William Moore, Intermed Biomedical Services, Inc., Alachua  
Mr. Rick Staab, Intermed Biomedical Services, Inc., Alachua

**Accounting – Bachelor of Science Program**

New

Mr. Kenneth Kurdziel, CPA, Partner, James Moore, Gainesville  
Mr. John Sun, Assistant Director of Recruitment & Staffing, University of Florida, Human Resource Services, Gainesville  
Ms. Angela Tharpe, JD, MSRE, MUP, Executive Vice President, The Collier Companies, Gainesville  
Mr. Carlos Segura, CPA, Chief Financial Officer, Oak Hall School, Gainesville  
Mr. Dave Gaitanis, CPA, Managing Partner, Purvis, Gray and Company, LLP, Gainesville  
Ms. April Shuping, Director of Finance, City of Gainesville, Gainesville

**Legal Assisting**

New

Mrs.Carolynn Buchanan, Owner, Temp Force, Gainesville

Renew

Ms. Jenese M. Bolduc, Paralegal, Salter Feiber, PA, Gainesville  
Ms. Marcie Green, Pro Bono Coordinator/Paralegal, Three-Rivers Legal Services, Gainesville  
Mr. Charles I. "Chic" Holden, Jr., Attorney at Law, Holden, Carpenter, Roscow & Kurdziel, PL, Gainesville  
Mr. Philip N. Kabler, Esq., Bogin, Munns & Munns, P.A., Gainesville  
Mr. Steve Mercadante, Attorney at Law, Shackow, Mercadante, PA, Gainesville  
Mr. Franklin Walters, Certified Public Accountant, Davis Monk & Company, Gainesville

Outgoing

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

**Nuclear Medical Technology**

New

Mr. Todd Crisp, Nuclear Medicine Department, Lake City Medical Center, Lake City  
Mr. Jock Croft, Nuclear Cardiology Department, North Florida Regional Medical Center, Gainesville  
Ms. Marci Dolan, Administrative Officer of Radiology, Gainesville and Lake City Veterans Affairs, Gainesville  
Ms. Candace Estes, Nuclear Medicine Department, Advanced Imaging, Ocala  
Ms. Brittany Glover, General Nuclear Medicine Department, North Florida Regional Medical Center, Gainesville

Nuclear Medicine Technology, continued

Mr. Mark Hostetler, Supervisor, PET/CT, Gainesville Veterans Affairs Medical Center, Gainesville

Mr. Michael Jeffcoat, Supervisor, Nuclear Medicine Department, West Marion Hospital, Ocala

Ms. Michele Kostamo, Nuclear Medicine Department, UF Health Shands Hospital, Gainesville

Mr. Tom Mcgee, Nuclear Medicine Department, Munroe Regional Medical Center, Ocala

Mr. Rolando Prieto, Radiologist, Munroe Regional Medical Center, Ocala

Ms. Stephanie Wixo, Nuclear Medicine Department, Shands Plaza, Gainesville

Renew

Ms. Courtney Butler, Supervisor, Shands, Spring Hill Cardiology, Gainesville

Dr. Walter Drane, Radiologist, UF Health Shands Hospital, Gainesville

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

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

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

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

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

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

Ms. Sherry McMann, Nuclear Medicine Supervisor, Shands at UF and Plaza, Gainesville

Dr. Suzanne Mastin, Radiologist & NMT Medical Advisor, UF Health Shands Hospital, Gainesville

Mr. Brian Smith, Imaging Director, Ocala Regional Medical Center, Ocala

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

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

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

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

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

Outgoing

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

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

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

**Respiratory Care Technology**

New

Mr. Ted Alderman, Director, CP Services, UF Health Shands Hospital, Gainesville

Mr. Kerry Babb, Barnes Healthcare, Gainesville

Mr. Jason Barde, Coordinator, Ocala Regional Medical Center, Ocala

Ms. Vanessa Drewke, Adjunct Instructor, SF, UF Health Shands Hospital, Gainesville

Mr. Rick Francis, Medtronic, Jacksonville

Mr. Donnie Harrington, Peds Critical Care Coordinator, UF Health Shands Hospital, Gainesville

Ms. Lynette Hildebrand, Adult Critical Care Coordinator, UF Health Shands Hospital, Gainesville

Dr. Sean Kiley, Medical Director, UF Health Shands Hospital, Gainesville

Mr. Kareem Moore, Adjunct Instructor, SF, UF Health Shands Hospital, Gainesville

Respiratory Care Technology, continued

Mr. Brandon Olenick, Adjunct Instructor, SF, UF Health Shands Hospital, Gainesville  
Mr. John Rimes, Adjunct Instructor, SF, ORMC, Ocala  
Ms. Kristen Sink, Adjunct Instructor, SF, UF Health Shands Hospital, Gainesville  
Mr. Assi Timah, Adjunct Instructor, SF, UF Health Shands Hospital, Gainesville  
Ms. Shakesa Valentine, Adjunct Instructor, SF, UF Health Shands Hospital, Gainesville  
Dr. Abby Wagner, Medical Director, UF Health Shands Hospital, Gainesville

Renew

Ms. Shay Asante, Committee Chair, UF Health Shands Hospital, Gainesville  
Ms. Amy Fulford, Home Care Therapist, Pediatric Health Choice, Gainesville  
Mr. Russ Gay, Director, CP Services, North Florida Regional Medical Center, Gainesville  
Mr. Jason Hodge, Coordinator, North Florida Regional Medical Center, Gainesville  
Ms. Joy Mendoza, Medtronic, Jacksonville  
Mr. Bryant Patterson, Barnes Healthcare, Gainesville  
Ms. Janine Plavac, Director, Academy for Health Professions, Gainesville High School, Gainesville  
Mr. Ron Selig, Director, CP Services, UF Health Shands Hospital, Gainesville

Outgoing

Ms. Debbie Bishop, Faculty, Hidden Oak Elementary School, Gainesville  
Mr. Marc Blanchard, Respiratory Care Educator, Munroe Regional Medical Center, Ocala  
Mr. Bill Cunningham, RRT, UF Health Shands Hospital, Gainesville  
Ms. Janice Dobbs, Manager, Ocala Health Systems, Ocala  
Dr. Andrea Gabrielli, UF Health Shands Hospital, Gainesville  
Dr. Richard Gutekunst, Gainesville  
Mr. Rodney Kuehl, Respiratory Care Department, Veterans Affairs Medical Center, Gainesville  
Ms. Lisa Magary, Nurse Practitioner, Gainesville  
Ms. Denise Mathias, Respiratory Care Department, Munroe Regional Medical Center, Ocala  
Ms. Joy Nunez, Administrative Director, Lab and Cardiopulmonary Services, Munroe Regional Medical Center, Ocala  
Mr. Ben Pardo, Veterans Affairs Medical Center, Gainesville  
Ms. Donna Stout, Respiratory Therapy Department, Veterans Affairs Medical Center, Gainesville  
Ms. Karla Stringfellow, UF Health Shands Hospital, Gainesville  
Mr. Shelly Suggs, Therapist, Veterans Affairs Medical Center, Gainesville  
Mr. William Winkler, Staff Therapist Shands, Gainesville

**Clinical Laboratory Science**

New

Mr. Brad Mason, Ocala Regional Hospital, Ocala  
Renew  
Mr. Ed Downey, Administrative Laboratory Manager, LifeSouth, Gainesville  
Ms. Jessica Drouillard, Laboratory Services Training Coordinator, LifeSouth, Gainesville  
Dr. Lois Ellis, Director, Nursing Programs, Santa Fe College, Gainesville  
Ms. Arceli Encienzo, Technical Consultant/ Laboratory Supervisor, Regional General Hospital - Williston  
Mr. Paul Hardin, Laboratory Manager, CHC Laboratory, Lake City  
Ms. Wyenona Hicks, Lead Technologist, OneBlood, Inc. – Ocala Transfusion Services, Ocala  
Mr. Robert Jordan, Director, Laboratory Services, North Florida Regional Medical Center, Gainesville  
Ms. Martha Miller, Laboratory Director, Lake City Medical Center, Lake City

Clinical Laboratory Sciences, continued

Ms. Janine Plavac, Director, Academy for Health Professions, Gainesville High School, Gainesville  
Dr. Kenneth Rand, Director, UF Health Shands Hospital Clinical Laboratories, University of Florida, Gainesville

Mr. Keith Ryland, Lab Manager, RTI Biologics, Alachua

Ms. Laura Sapp, Technical Supervisor, Point of Care Coordinator, HCA Healthcare, Gainesville

Ms. Samya Semaan-Heart, Administrator, Pathology and Lab Medicine Service, North Florida/South Georgia Veterans Health System, Gainesville

Ms. Carleen Van Siclen, MLS Program Education Coordinator, Mayo Clinic, Jacksonville

Outgoing

Mr. Keith Swart, Clinical Laboratory Director, HMA – Shands Starke Regional Medical Center, Starke

Ms. Janet Ward, Gainesville

**Perry Center for Emerging Technology**

New

Mr. Lee Nelson, UF, Director of Real Estate, University of Florida Foundation, Gainesville

Ms. Amanda Payne, President, Alachua Chamber of Commerce, Alachua

Renew

Ms. Manda Bessner, Principal, A.L. Mebane Middle School, Alachua

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

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

Mr. Don James, President, Alachua Lions Club, Alachua

Mr. Glen Ladwig, Co-Chair, Bioflorida - NE Regional Chapter, Gainesville

Dr. Elizabeth LeClear, Principal, Santa Fe High School, Alachua

Ms. Patty Lipka, Program Director, Cade Museum, Gainesville

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

Ms. Nancy Perry, Gainesville

Ms. Merrie Shaw, Member, Alachua Chamber of Commerce, Alachua

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

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

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

Outgoing

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

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

Mr. David Flinchum, President, Alachua Chamber of Commerce, Alachua

**Kika Silva Pla Planetarium**

Renew

Mr. Jon U. Bell, Associate Professor of Astronomy, Hallstrom Planetarium Director, Indian River Community College, Fort Pierce

Mr. Mark Bennett, Planetarium and Visitor Services Manager, Miami Science Museum, Miami

Ms. Jessica Feldman-Mead, Curriculum Specialist, Alachua County Public Schools, Gainesville

Mr. William Helms, Old Town

Ms. Kathryn Lehman, Director of Grants and Projects, Coordinator, Cultural Programs, Office of Advancement, Santa Fe College



Agenda Item 6.1  
June 21, 2016  
Page 6

Dr. Francisco Reyes, Associate Scientist, University of Florida Department of Astronomy, Gainesville

Ms. Ilene Silverman, Producer and Host, Ilene Silverman Show, Gainesville

Mr. John Tinsler, Science Instructor, Bradford County School District Bradford Middle School, Starke  
Outgoing

Ms. Carol Holmberg, Planetarium Director, Calusa Nature Center, Ft. Myers

### **Organizational Management**

#### **New**

Mr. Charles Anchors, Comfort Keepers, Gainesville

Ms. Kimberly Baxley, Director for Employee & Labor Relations, University of Florida, Gainesville

Mr. Bob DeHoff, Director of Research & Development, Info Tech, Inc., Gainesville

Captain Anthony Ferrara, District 1 Operations Commander, Gainesville Police Department, Gainesville

Mr. Dan Mixson, Manager, Belk, Oaks Mall, Gainesville

Ms. Pamela Rittenhouse, APR, Director of Marketing, North Florida Regional Healthcare, Gainesville

Major Latrell Simmons, Alachua County Sheriff's Office, Gainesville

Mr. John Varela, Vice President of US Operations, RTI Surgical, Alachua

### **Board Action Requested:**

#### **Approval**

Discussion: Mr. Mike Curry, Associate Vice President, Office for Advancement, noted the year-end audit for the Foundation was completed December 31, 2015, and they received an unqualified opinion.

Action: Motion approve items 6.1-6.3: Prevatt

Second: Woody

Vote: Fletcher – yes, Hudson – yes, Lee – yes,  
McRae – yes, Oody – yes, Prevatt – yes,  
Woody – yes

District Board of Trustees  
June 21, 2016

Agenda Item: 6.2

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

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

400.631, 15-16

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Attached are the Financial Statements and Independent Auditors' Report dated December 31, 2015,  
for the Santa Fe College Foundation.

**Board Action Requested:**

**Approval of report**

Action: Approved. See item 6.1 (417.110).

District Board of Trustees  
June 21, 2016

Agenda Item: 6.3

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

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Direct Support Organization Certification of Santa Fe College Foundation Activity 400.632, 15-16

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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 6.1 (417.110).

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

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Second Amendment to Bradford County High School Dual Enrollment  
Articulation Agreement

408.2263, 15-16

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The proposed second amendment to the 2013 articulation agreement with Bradford County adds a Dual Enrollment option for students in Bradford County not meeting current program eligibility. This amendment will allow certain students to take the class known as "College Success." This amendment will be effective August 1, 2016.

**Board Action Requested:**

**Approval**

Discussion: Trustee Prevatt abstained from voting on this item, stating her affiliation with Bradford County High School .

Action: Motion to approve item 7.1: Woody.  
Second: Fletcher  
Vote: Fletcher – yes, Hudson – yes, Lee –  
yes, McRae – yes, Oody – yes, Prevatt  
- Abstain, Woody - yes

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

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Student Affiliation Agreement with Lake Shore HMA, LLC for Physical Therapist Assistant Program 408.2264, 15-16

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Lake Shore HMA, LLC is a Shands facility located in Lake City, Florida. This agreement will allow students in the Physical Therapist Assistant (PTA) program to participate in clinical training at the facility. This agreement will be in effect for three (3) years with automatic annual renewal thereafter, unless terminated as provided in the agreement.

**Board Action Requested:**

**Approval**

Discussion: Regarding item 7.9, Dr. Ed Bonahue, Provost and Vice President for Academic Affairs, commented this grant represented a great opportunity for the expansion of the Institute of Public Safety (IPS). It would allow the IPS to be the first regional training innovation hub in the southeastern United States to offer high-tech, real-time, scenario-based, and community-orientated policing (COP). This instructional equipment will allow trainees to learn in an interactive and immersive COP environment that will allow real-time scenario adjustment capability.

Action: Motion to approve item 7.2 through 7.10: Woody  
Second: Oody  
Vote: Fletcher – yes, Hudson – yes, Lee – 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***

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Student Affiliation Agreement with Lake Shore HMA, LLC for Health Services Administration Program

408.2265, 15-16

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Lake Shore HMA, LLC is a Shands facility located in Lake City, Florida. This agreement will allow students in the Health Sciences Administration (HSA) program to participate in training at the facility. This is a new agreement that will be in effect for three (3) years with automatic annual renewal thereafter, unless terminated as provided in the agreement.

**Board Action Requested:**

**Approval**

Action: Approved. See item 7.2 (408.2264).

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

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First Amendment to Clinical Education Affiliation Agreement with Greystone Healthcare Management Corporation 408.2266, 15-16

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Greystone Healthcare Management Corp. is a clinical facility based in Tampa, Florida, with clinical offices in Gainesville, Florida. This amendment will allow students in the Physical Therapist Assistant (PTA) program to participate in clinical training at the local affiliated care facilities.

**Board Action Requested:**

**Approval**

Action: Approved. See item 7.2 (408.2264).

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

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Second Amendment to Clinical Facilities Agreement with Leesburg Regional Medical Center, Inc.

408.2267, 15-16

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The proposed amendment to the agreement with Leesburg Regional Medical Center based in Leesburg, Florida, will allow students in the Health Sciences Program to participate in clinical training at the Leesburg location. The agreement will be extended to June 28, 2017, upon approval of the amendment.

**Board Action Requested:**

**Approval**

Action: Approved. See item 7.2 (408.2264).



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

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State of Florida Statewide School Readiness Provider Contract

408.2268, 15-16

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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 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 and is substantially similar to last year's agreement.

**Board Action Requested:**

**Approval**

Action: Approved. See item 7.2 (408.2264).

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

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State of Florida Statewide Voluntary Prekindergarten Provider Contract

408.2269, 15-16

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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 1<sup>st</sup>. 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 and is substantially similar to last year's agreement.

**Board Action Requested:**

**Approval**

Action: Approved. See item 7.2 (408.2264).

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

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Collaborative Research: Creating Alternative Pathways to Computing Careers for Diverse Populations – National Science Foundation Grant 409.2101, 15-16

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The purpose of this project is to create alternative educational pathways to computing careers for diverse populations of students who are currently underrepresented. We will accomplish this by establishing a cohort of Computer Science students at Santa Fe College's (SF) Blount Center. Students will matriculate to the University of Florida for a bachelor's degree in Computer Science, Computer Science Education or Educational Technology, or they may stay at SF to complete a bachelor's degree in Information Technology. By offering the traditional tracks of Computer Science and Information Technology along with Computer Science Education and Educational Technology, we will create alternative pathways appealing to a wider variety of underrepresented students who are typically alienated from traditional computer science pathways. This project will provide a total of 294 annual scholarships and serve an estimated 95 individual students. Our goal is to achieve a 90% retention rate year to year with an 80% overall graduation rate. This is year one of a five-year grant.

This is a collaborative partnership between Santa Fe College and the University of Florida.

The amount of funds requested from the National Science Foundation for year one is \$365,345, with no matching funds from Santa Fe College. The total five-year funding for this project is \$1,670,788.

Duration of this project is May 01, 2017, through April 30, 2018.

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 Advancement, is authorized to execute any agreements and related documents associated with this grant.**

Action: Approved. See item 7.2 (408.2264).

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

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Effective Scenario-Based Community-Oriented Policing Training  
Through Advanced Instructional Technologies Grant

409.2102, 15-16

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This project will provide funding for the Institute of Public Safety (IPS) to be the first regional training innovation hub in the southeastern United States to offer high-tech, real-time, scenario-based, community-orientated policing (COP) and diversity/inclusion training through advanced instructional technologies to enhance the COP training experience. These instructional technologies will consist of video cameras, speakers, microphones, motion sensors, video monitors, and computers that will be strategically placed in IPS' brand new training laboratory building and the adjacent area that encompasses our new "Downtown Main Street" training complex. This technical equipment will allow trainees to learn in an interactive and immersive COP environment that will allow real-time scenario adjustment capability. Combining these strategies with curricula that are based largely on existing validated models, input from the field, and recent research findings should establish IPS as a leading training hub for first responders and COP training programs nationwide.

The amount of funds requested from the U.S. Department of Justice is \$178,391, with no matching funds from Santa Fe College.

Duration of this project is September 1, 2016, through August 31, 2018.

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 Advancement, is authorized to execute any agreements and related documents associated with this grant.**

Action: Approved. See item 7.2 (408.2264).

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

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Community College Administrator Program (CCAP) Grant

409.2103, 15-16

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The purpose of this project is to implement a six-week study program in the United States for 16 officials with higher education planning responsibilities and administrators from postsecondary vocational and technical institutions. The six-week program is designed to familiarize college administrators from countries to be selected by the U.S. Department of State with the structure and functions of the U.S. community college model as well as best practices in how these higher education institutions are administered. The program will consist of an initial one-week program focused on approaches of the U.S. community college sector and educational development issues, followed by a structured five-week program including topics such as: administration, governance, finance, student affairs and student services, program assessment, leadership technology, workforce development, community engagement, private sector partnership, and distance learning.

This project is a partnership between the Florida State University as fiscal agent and Santa Fe College as a subrecipient.

The amount of funds requested from the Department of State through the Bureau of Educational and Cultural Affairs (ECA) is \$53,719, with no matching funds from Santa Fe College.

Duration of this project is September 1, 2016, through December 31, 2017.

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 Advancement, is authorized to execute any agreements and related documents associated with this grant.**

Action: Approved. See item 7.2 (408.2264).

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Santa Fe College Foundation Liaison Update and Board Member's Remarks

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Trustee Woody expressed how spectacular the President's Gala was and thanked everyone involved in the preparation of transforming the gymnasium. He raised the question on how they would top that for next year.

Reporting for the Santa Fe College Foundation, Mr. Mike Curry, Associate Vice President, Office for Advancement, thanked Trustee Woody for his kind remarks relating to the President's Gala. He added that 362 people attended and looked forward to meeting the president's challenge of raising an additional five million dollars for scholarships. The RFP for investment manager is out with a deadline of June 30, 2016. The Foundation board retreat was last Friday at Seahorse Key and many innovative ideas came from that meeting. There will be three performances of Peter and the Wolf at the Fine Arts Hall; one show is Friday, June 24 at 7 p.m. and two on Saturday, with a matinee at 2 p.m. Also, creative writer Ms. Stephanie Elizondo Griest will discuss her work on Thursday, June 30 at 2 and 7 p.m. in the lobby of the Fine Arts Hall.

Trustee Prevatt acknowledged Santa Fe College's head basketball coach, Ms. Chanda Stebbins, for her work with students at Bradford Middle School. She noted especially the inspiration and motivation that was extended towards the students.