



Santa Fe College
District Board of Trustees

Minutes of Board Meeting Held September 20, 2016
Wattenbarger Student Services Building, Gainesville, Florida

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

Members absent: Jeffrey L. Oody

Chair Caridad E. Lee called the regular meeting of the District Board of Trustees of Santa Fe College to order at 4:05 p.m., in the Wattenbarger Student Services Building, Gainesville, Florida, followed by the Pledge of Allegiance.

President Sasser asked Dr. Dan Rodkin, Associate Vice President for Student Affairs, to provide an enrollment update. Dr. Rodkin reported that 16,319 students are enrolled for the fall semester. This represents an increase of 652 students over this time last year and the full-time enrollment (FTE) is up 4.8% over the same period. The increase is due to several departments working together, including Admissions, Advisement, Records, Financial Aid, and Communications and Creative Services. Dr. Sasser praised Academic Affairs Department Chairs and Directors and especially Associate Vice President Stefanie Waschull for getting course sections scheduled and added in the areas of greatest need. The "Finish at the Top" program has 128 students re-enrolled for the fall, with 31 of them receiving scholarships. Another 226 former students have been re-admitted, and Mr. Chip Johnson is working to help them get enrolled for Fall B classes.

The meeting adjourned at 5:35 p.m.

Caridad E. Lee, Chair

Jackson N. Sasser, Secretary



**The District Board of Trustees
Santa Fe College, Florida
Board Meeting of September 20, 2016, at 4 p.m.
Wattenbarger Student Services Building, Gainesville, Florida**

Agenda

Adoption of Agenda

Agenda Item: 1.1
418.542, 16-17

1. General Functions
 - Pledge of Allegiance
 - 1.1 Adoption of Agenda for Board Meeting of September 20, 2016
 - 1.2 Approval of Board Meeting Minutes of July 19, 2016
2. Information Items
 - 2.1 President's Report
 - 2.2 Strategic Planning
 - 2.3 Fee Waiver Report for Summer Term 2016
 - 2.4 Community Education "Enrich!" Brochure for Fall B 2016 Term
3. Citizen's Requests
4. Consent Items
 - Personnel
 - 4.1 Contract Staff (Faculty)
 - 4.2 Contract Staff (Administrative and Professional Personnel)
 - 4.3 Community and Continuing Workforce Education Contract Staff
 - 4.4 Career Service Staff
 - 4.5 Leave of Absence
 - Agreements, Grants
 - 4.6 Facilities Use and Training Personnel Agreement with the Alachua County Sheriff's Office
 - 4.7 Mutual Aid Agreement Between the City of Gainesville Police Department and the Santa Fe College Police Department
 - 4.8 Mutual Aid Agreement Between the Alachua County Sheriff's Office and the Santa Fe College Police Department
 - 4.9 Florida Training for Manufactured Construction (TRAMCON) Consortium – Department of Labor – TAACCCT Grant (Year 3)
 - 4.10 Displaced Homemaker Program Grant
 - 4.11 Little School Food Program 2016-2017 Grant
 - 4.12 Florida Educational Fund, Center of Excellence Grant
 - 4.13 Santa Fe College Tobacco Free Campus Initiative Grant
 - 4.14 Wells Fargo – W2W: Women to Work Grant
 - 4.15 Institutional Application to Participate in Federal Student Financial Aid Programs for Fiscal Year 2017-2018

4.16 Tourism Product Development Program – *Spring Arts Festival* – Grant

Finance Items

- 4.17 Report of Purchases for July and August 2016
- 4.18 Colonel Harry M. Hatcher, Jr., Property Survey 17-02
- 4.19 Acceptance of Donations, 17-02

5. Facilities Items

- 5.1 Building L Reroofing Project – Project Closeout

6. Finance Items

- 6.1 Fund 1 (Current Unrestricted) Revenue and Expenditure Budget Report for August 2016
- 6.2 Report of Investments, Quarter Ending June 30, 2016
- 6.3 2016-2017 Annual Budget, Unexpended Plant Fund (Fund 7)
- 6.4 Annual Financial Report, Year Ended June 30, 2016

7. General Institutional Items

- 7.1 Deletion of Courses Not Taught in the Last Five Years
- 7.2 Study Abroad Programs:
 - British Isles: Republic of Ireland, Scotland, England (Summer A 2017)
 - China: Beijing and Xi'an (Summer A 2017)
 - Costa Rica: San José, Monte Verde, Helena, Arenal, Sarapiquí (Spring 2017)
 - Cuba: Havana and Pinar del Rio (Summer A 2017)
 - Italy: Venice, Florence, Assisi, Pompeii (Summer B 2017)
 - Japan: Tokyo, Hakone (Summer A 2017)
 - Sweden: Stockholm and Orebro (Summer A 2017)
- 7.3 Textbook Affordability Compliance Report

8. Rules

- 8.1 Amended Rule 1.3: Board of Trustees: Membership and Organization

9. Agreements/Grants

- 9.1 Ratification of Emergency Signature Authority for Approval of Student Affiliation Agreement with Citrus HMA, LLC d/b/a Seven Rivers Regional Medical Center for: Diagnostic Medical Sonography
- 9.2 Student Affiliation Agreement with Starke HMA, LLC d/b/a Shands Starke Critical Access for: Physical Therapy Assistant
- 9.3 Student Affiliation Agreements with Lake Shore HMA, LLC d/b/a Shands Lake Shore Regional Medical Center for:
 - Clinical Laboratory Science
 - Phlebotomy
- 9.4 Amendment #2 to College Affiliation Agreement with North Florida Regional Medical Center
- 9.5 SF to UNF Collaborative Academic Agreement – Building Construction Management
- 9.6 FDLE Mutual Aid Agreement Child Abduction Response Team

- 9.7 Walgreens Vaccination Agreement – Perry Center
 - 9.8 Memorandum of Understanding Seahorse Key Marine Lab
 - 9.9 Sale of Shed Standard Agreement
 - 9.10 Florida Developmental Disabilities Council (FDDC) – Santa Fe College Supported Employment Experiences (SF SEE) Grant
 - 9.11 Florida Integrated Career and Academic Preparation System (FICAPS) Adult General Education Grant – Year 2
10. Santa Fe College Foundation Liaison Update and Board Members' Remarks
11. 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: Mallini
Second: Woody
Vote: Fletcher – yes, Hudson – yes, Lee – yes, Mallini – yes,
McRae – yes, Prevatt – yes, Woody – yes

Approval of Board Meeting Minutes of July 19, 2016

401.533, 16-17

The minutes of the regular meeting of the District Board of Trustees of Santa Fe College held July 19, 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, Mallini – yes,
McRae – yes, Prevatt – yes, Woody – yes

President's Report

Information Item

The president will discuss a variety of information topics.

Calendar

October 18, 2016 4 p.m.	Regular Board Meeting Perry Center for Emerging Technologies
October 24, 2016 10 a.m. – 1:30 p.m.	Fall Board Workshop Perry Center for Emerging Technologies
October 31, 2016 3 - 7:30 p.m.	Boo at the Zoo Northwest Campus
November 15, 2016 4 p.m.	Regular Board Meeting Andrews Cultural Center

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 Ms. Rebecca Rogers, President of AFC. Mr. Lindy Russell, Career Service Council Chair, was unable to attend.

President Sasser noted it was the 10th anniversary of the SF Planetarium and invited the board to attend a special performance of "LaserFest" on September 28 at 7 p.m. He stated the next board meeting will be October 18 at the Perry Center in Alachua, Florida at 4 p.m. Also, the Board workshop is Monday, October 24 also at the Perry Center beginning at 10 a.m. and concluding after lunch.

Dr. Sasser asked General Counsel Patti Locascio to introduce her new staff members. Ms. Locascio noted her office is fully staffed and asked everyone to welcome her new executive assistant, Mr. Jordan Hall. Jordan's background includes graduating from Clemson University and working in administration in Bolivia for two years. He will be starting at the University of Florida College of Medicine in the fall of next year. Ms. Jasmine Gibbs is Associate General Counsel and the new Equity Officer and Title IX Coordinator. Ms. Crystal Talley is a part-time staff attorney who reviews contracts and agreements. Everyone welcomed them to Santa Fe.

The president announced that Mr. Liam McClay and his wife Ami welcomed their third child today, Colin Liam McClay.

Strategic Planning

Information Item
419.41, 16-17

Dr. Lisa Armour, Vice President for Assessment, Research, and Technology, will provide an update on strategic planning.

Discussion: Dr. Lisa Armour, Vice President for Assessment, Research and Technology, gave an update on Strategic Planning. Dr. Armour said they are in the process of fielding action teams to address strategies and tactics previously identified by the Resource and Planning Council (RPC) as being in need of attention. Volunteers from the RPC and staff members from planning units are being selected to provide expertise and insights. In regards to two tactics, “create a learning center or learning commons” and “integrate college success skills with instruction in high enrollment or gateway courses,” action teams are already being positioned to begin developing recommendations. The college will send staff to the 2016 Entering Student Success Institute in November and preparation has begun for that meeting. Additionally, Dr. Sasser will charge the Navigating to Success task force this Friday. Also, progress is being made with the “Navigating to College” plan as teams work closely with: Newberry, Bradford, Lofton, and Hawthorne high schools.

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

Fee Waiver Report for Summer Term 2016

Information Item
200.888, 16-17

Pursuant to Rule 7.13, the college grants fee waivers for course fees (excluding Technology, Transportation, Access, Lab, and Distant Learning fees). The attached report identifies the waiver type granted by the college for the identified terms listed by waiver type, number of students granted waivers (count), and the dollar amount associated with the waiver type.

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

Community Education "EnRich!" Brochure for Fall B 2016 Term

Information Item
415.165, 16-17

In accordance with Rule 7.11, the president is authorized to approve course fees for Community Education courses and programs. Total fees collected must be equal to at least 100% of the total costs of the Community Education course or program within the fiscal year. A draft of the Community Education brochure entitled "Enrich!" containing the list of courses/programs and associated fees was reviewed and approved by the president's designee at the September 12, 2016, Cabinet meeting, and subsequently reviewed and approved by the president, and is provided for reporting to the board. Changes may be made as needed.

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

Citizen's Requests

423.48, 16-17

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
September 20, 2016

Agenda Item: 4.1

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

Contract Staff (Faculty)

402.791, 16-17

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

Appointment

Full Time

<u>Name</u>	<u>Position</u>
Carla Aycock <i>MED, University of Louisville</i>	Interim Assistant Professor, Mathematics
Vickie Bone <i>MSN, Grand Canyon University</i>	Assistant Professor, Nursing
Phillip Borum <i>MPA, Barry University</i>	Assistant Professor, Emergency Medical Services
Vicki Cotto <i>MSN, University of Phoenix</i>	Assistant Professor, Nursing
Kasey Griego <i>MSN, University of Florida</i>	Assistant Professor, Nursing
Samantha Knoess <i>DMS Certificate, Santa Fe College</i>	Interim Assistant Professor, Diagnostic Medical Sonography
Natalie Hadad <i>PhD, University of Florida</i>	Assistant Professor, Psychology
Ryan Mackey <i>BS, University of Florida</i>	Assistant Professor, Welding Technology
John Mitchell <i>PhD, University of Mississippi</i>	Interim Assistant Professor, Natural Sciences (Chemistry)
Derrick Jones <i>MA, University of the Rockies</i>	Assistant Professor, Criminal Justice
Voara Randrianasolo <i>PhD, University of Illinois at Urbana-Champaign</i>	Interim Assistant Professor, Natural Sciences (Biological) Sciences
Julia Sullivan <i>MSN, Western Governors University</i>	Assistant Professor, Nursing
Brittany Williams <i>PhD, Nova Southeastern University</i>	Professor, Respiratory Care
Rhonda Whitton <i>MSN, Grand Canyon University</i>	Assistant Professor, Nursing

Part Time

Name

Rajendra Acharya
Paul Alois
Shalanda Asante
Benjamin Beach
Allison Bechard
Julian Brinkley
Antia Cain
Cory Caplinger
Eva Casanas
Lidia Cdeno
Yu Jing Chen
Marleni Chiappini
Marsha Crane
Charles Drake
Kerim Gattas Asfura
Jennifer Goldstein
Mary Gorham
Lauren Griffin
Janet Guedon
Jeffrey Haglund
Vincent Herzog
Carrie Hopkins
Lisa Humphrey
Richard Jumpp

Paul Keck
Edmund Kellerman
Tiffany Kisker
Edith Kramer
Michael Lazin
Matthew Lindsay
Jason Margolies
James Marks
Jessica Marsh
Juan Martinez Alvez
Marisa Mcleod
Raleigh Merritt-Dietz
Micah Morrison
Ashley Mortensen
Linda Nguyen
Leeanne Odum
Ashley Orr
Sonya Palmer
Elizabeth Payne
Ana Pena
Theresa Polo
Sandra Pryor
Leslie Richardson III
Jennifer Rieck
Viva Riley-Coleman

Andrew Rohan
Maryann Ross
Candace Rouse
Nicholas Sharpe
Kimberly Smith
Rebah Solomon
Sheila Soppio-Gerochi
Jared Stees
Margo Stoddard
Kwan Sun Cho
Aaron Thomas
Kayley Thomas
Lara Thompson
Angela Urtnowski
Christopher Utman
Shoshanna Van Tress
Daniel Voss
Christopher Walker
Donna Waller
Ya-ying Wang
Kaleb Watkins
Deborah Williamson
Keyna Wintjen
Keasha Worthen
David Yonutas
Hector Zamora

Board Action Requested:

Approval

Action: Motion to approve items 4.1 through 4.19: Woody
Second: Hudson
Vote: Fletcher – yes, Hudson – yes, Lee – yes, Mallini – yes,
McRae – yes, Prevatt – yes, Woody – yes

C O N S E N T

District Board of Trustees
September 20, 2016

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 Personnel)

411.402, 16-17

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

Appointment Executive/Managerial

Full Time

<u>Name</u>	<u>Position</u>
William Dorman <i>MBA, University of Florida</i>	Director, Gainesville Technology Entrepreneurship Center (GTEC)

Promotion

<u>Name</u>	<u>Position</u>
Rita Revak-Lutz <i>DNP, Samford University</i>	Academic Chair, Nursing
Sharon Whitcraft <i>MA, University of Central Florida</i>	Academic Chair, Allied Health Programs

Appointment Technical/Professional

Full Time

<u>Name</u>	<u>Position</u>
Sayuri Anderson <i>MHRM, University of Phoenix</i>	Advising Specialist, Institute of Public Safety
*Monica Cabrera Orozco <i>MA, Galileo University</i>	Specialist, Workforce Development & Industry, Perkins Programs
Curtis Clark <i>AS, Santa Fe College</i>	Application Developer, Information Technology Services
*Theresa Cothren <i>BS, Nova Southeastern University</i>	Interim Advising Specialist, Educational Talent Search
Robert Hendrickson <i>MPA, University of West Florida</i>	Advising Specialist, Institute of Public Safety
Frances Marian Nesbitt <i>BA, University of Florida</i>	Coordinator, Safety
*Neil Polzin <i>MA, University of Nebraska-Omaha</i>	Interim Coordinator, Upward Bound
Omar Jennings <i>BAS, Santa Fe College</i>	Advising Specialist, Information Technology Education

Promotion

Name

Anita Edwards

MBA, Florida State University

Ulysses Fann

AS, AA, Santa Fe College

Jeffery Kruger

BS, Colorado Christian University

Lexley Shelton

AS, AA, Santa Fe College

Position

Bursar, Office for Finance

Senior Network Computer Specialist, ITS

Manager, Facilities Operations

Media Services Specialist, Media Studio

Appointment

Part Time

Name

^Brianna Chesteen

Kathryn Ciano

Matthew Coleman

Lindsay Collums

^Israel Delgado Gutierrez

Laura Engel

^Anthony Johnson

Joshua Martin

^Erin Maynard

Lauren Turk

Jennifer Weis

Position

Specialist, Student Life

Specialist, Academic Foundations

Specialist, Fine Arts

Specialist, Admissions

Specialist, Athletics

Specialist, Academic Foundations

Specialist, Athletics

Specialist, Academic Foundations

Specialist, Athletics

Specialist, Fine Arts

Specialist, Student Affairs

^Student Activities Funded

*Grant Funded

Board Action Requested:

Approval

Action: Approved. See item 4.1 (402.791).

C O N S E N T

**District Board of Trustees
September 20, 2016**

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

404.443, 16-17

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

Appointment

Community Education

Part Time

<u>Name</u>	<u>Program/Class</u>
Kaylann Allen	College for Kids
Jared Blocker	College for Kids
Alyssa Ciaccio	College for Kids
Hillary Cothron	College for Kids
Sarah Hinds	Glass Flame Working
Allison Jones	College for Kids
Cynthia Leavell	College for Kids
Cristina Logan	College for Kids
Ariana Medina	College for Kids
Maria Moreno	College for Kids
Sierra Nesbit	College for Kids
Susan Shrum	College for Kids
Nicole Steele	College for Kids
Taylor Vicki	College for Kids
Cody Wilber	College for Kids
Zhen Xu	College for Kids

Board Action Requested:

Approval

Action: Approved. See item 4.1 (402.791).

C O N S E N T

District Board of Trustees
September 20, 2016

Agenda Item: 4.4

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

Career Service Staff

403.553, 16-17

The individuals listed below are being recommended for appointment.

Appointment

Full Time

Name

Position

Fred Batie

Groundskeeper II, Facilities Services

Dennis Clement

Desktop Support Specialist-User Support

Julie McGrath

Academic Assistant, Sciences for Health Programs

Promotion

Name

Position

Walter Benefield

Senior Plumber, Facilities Services

Raqual Crawford

Office Supervisor, Academic Affairs

Catherine Fisher

Compensation Assistant, Human Resources

Thomas Head

Electrical Supervisor, Facilities Services

Board Action Requested:

Approval

Action: Approved. See item 4.1 (402.791).

C O N S E N T

**District Board of Trustees
September 20, 2016**

Agenda Item: 4.5

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

Leave of Absence

420.166, 16-17

Matthew Carrigan, has requested a leave of absence from his position of Assistant Professor, Natural Sciences for a 1 year period beginning January 3rd, 2017 and ending December 7th, 2017. This request is supported by the Chair of Natural Sciences, Associate Vice President for Academic Affairs, and the Provost and Vice President of Academic Affairs. The college recommends approval of the requested leave.

Board Action Requested:

Approval

Action: Approved. See item 4.1 (402.791).

CONSENT

District Board of Trustees
September 20, 2016

Agenda Item: 4.6

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

Facilities Use and Training Personnel Agreement with the Alachua County Sheriff's Office

408.2275, 16-17

The Santa Fe College Institute for Public Safety (IPS) and the Alachua County Sheriff's Office (ASO) continue to collaborate closely in the delivery of criminal justice training programs at IPS, and the proposed agreement renews the terms currently in effect. Specifically, ASO requires the use of college facilities to conduct its in-service training, and IPS utilizes the assistance of local law enforcement professionals to assist its Selection Center, its Law Enforcement Advisory Committee, and its coordination and instruction of basic recruit, and advanced and specialized training programs. ASO will also provide the use of vehicles for training purposes and the donation of surplus tires and other equipment. This year's agreement incorporates other types of facilities uses that formerly were handled primarily through the College's standard facilities use forms. The term of the agreement is July 1, 2016, through June 30, 2017.

Board Action Requested:

Approval

Action: Approved. See item 4.1 (402.791).

C O N S E N T

District Board of Trustees
September 20, 2016

Agenda Item: 4.7

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

Mutual Aid Agreement Between the City of Gainesville Police Department
and the Santa Fe College Police Department

408.2276, 16-17

This agreement gives both the Santa Fe College Police Department and the University Police Department authority to provide operational support to the other party for the purpose of requesting and rendering assistance in law enforcement-intensive situations and emergencies, and for assistance of a routine law enforcement nature that crosses jurisdictional lines. Examples of use may include joint investigations, traffic enforcement efforts, and special events. This is a standard mutual aid agreement governed by Florida law.

This agreement continues the successful relationship currently in place with the new term ending one year from the last date of signature.

Board Action Requested:

Approval

Action: Approved. See item 4.1 (402.791).

CONSENT

District Board of Trustees
September 20, 2016

Agenda Item: 4.8

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

Mutual Aid Agreement Between the Alachua County Sheriff's Office and
the Santa Fe College Police Department

408.2277, 16-17

This agreement gives both the Santa Fe College Police Department and the Alachua County Sheriff's Office authority to provide operational support to the other party for the purpose of requesting and rendering assistance in law enforcement-intensive situations and emergencies, and for assistance of a routine law enforcement nature that crosses jurisdictional lines. Examples of use may include joint investigations, traffic enforcement efforts, and special events. This is a standard mutual aid agreement governed by Florida law.

This agreement continues the successful relationship currently in place with the new term ending January 14, 2021.

Board Action Requested:

Approval

Action: Approved. See item 4.1 (402.791).

CONSENT

District Board of Trustees
September 20, 2016

Agenda Item: 4.9

College Goal: Resources – Development, obtain, and allocate the necessary resources to implement the college's mission.

Florida Training for Manufactured Construction (TRAMCON)
Consortium – Department of Labor – TAACCCT Grant (Year 3)

409.2113, 16-17

The purpose of this project is to design and deliver a blended program of skills, training, and education demanded by the rapidly growing manufactured construction industry which is comprised of manufacturers of modular buildings, manufactured housing, metal buildings, prefabricated trusses, precast concrete, structural insulated panels, panelized buildings, and portable buildings. A very significant shortage of skilled workers for site-built construction, estimated at over 2 million by 2017, is forcing a shift to off-site building and building component manufacturing that, while creating enormous employment opportunities, is also faltering as a result of the absence of training programs oriented toward manufactured construction settings. The TRAMCON program is designed to close this important training gap by providing a complete system of nationally recognized certification programs that will be tied to existing manufacturing technology and construction management programs and two and four-year degree programs offered by Florida's state colleges and universities. The program will offer a series of credentials to systematically train and educate the potential manufactured construction employee: Pre-Vocational, Vocational Training, Entry Level, Apprentice, Journeyman, and Supervisor certifications. This is year three of a four-year project.

This is a collaborative partnership with Miami Dade College as the lead college and fiscal agent and Santa Fe College as a member of this state consortium project.

The amount of funds requested from the U.S. Department of Labor – Employment and Training Administration for the third year is \$577,657, with no matching funds from Santa Fe College. Total funding for the four-year project will be approximately \$1.8 million.

Duration of year three of this project is October 1, 2016, through September 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 (402.791).

CONSENT

District Board of Trustees
September 20, 2016

Agenda Item: 4.10

College Goal: Resources – Development, obtain, and allocate the necessary resources to implement the college's mission.

Displaced Homemaker Program Grant

409.2114, 16-17

The purpose of this project is to provide assistance, without charge, to eligible displaced homemakers over 35 years of age who have lost financial support and have been unable to secure adequate employment in Alachua and surrounding counties in the north central Florida area. Services will be provided through classes and workshops on the topics of: job counseling designed for a person entering the job market after a number of years as a homemaker; job training and placement including employability skills and basic computer skills; financial management; outreach and information; and educational exploration. This comprehensive program is designed to assist the individual toward independence and economic security. This is a performance-based contract with funding based on enrollment, program completion and job placement. This is year three of a five-year project.

The amount of funds requested from the Florida Department of Economic Opportunity for year three is \$161,925, with an in-kind match of \$99,967 from Santa Fe College and \$9,165 in match from various community partners and sources.

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

Action: Approved. See item 4.1 (402.791).

CONSENT

District Board of Trustees
September 20, 2016

Agenda Item: 4.11

College Goal: Resources – Development, obtain, and allocate the necessary resources to implement the college's mission.

Little School Food Program 2016-2017 Grant

409.2115, 16-17

The purpose of this project is to provide funds for nutritionally balanced meals for children enrolled in the Little School. Using provisions from the U.S. Department of Agriculture, each day breakfast, lunch, and an afternoon snack will be provided to all children enrolled in the childcare program. The food is served family style, with emphasis on developing independence in eating, serving, and cleaning up. Serving nutritious meals encourages awareness of good nutrition, and adults initiate conversation about mealtime etiquette and nutrition. Approximately 90 children will be served on a daily basis.

The amount of funds requested from the U.S. Department of Agriculture, through the Florida Department of Health is \$49,229, with no matching funds from Santa Fe College.

Duration of this project is October 1, 2016, through September 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 (402.791).

CONSENT

District Board of Trustees
September 20, 2016

Agenda Item: 4.12

College Goal: Resources – Development, obtain, and allocate the necessary resources to implement the college's mission.

Florida Educational Fund, Center of Excellence Grant

409.2116, 16-17

The mission of the Florida Educational Fund has been implemented through a number of related programs intended to provide access and to create diversity programs which relate to education. The Center of Excellence mission includes: 1) assuming a more proactive stance in the education of youth; 2) employing the development of a group achievement module for African American elementary and secondary students; and 3) increasing the pool of African American and other historically disadvantaged and underrepresented minority students who are prepared, motivated and qualified to enter higher education. The Center of Excellence will support three chapters and reach an estimated 300 students. Chapters for the Achievers have been established in Gainesville, Alachua/High Springs, and Hawthorne. Grant funds are used to provide after-school tutoring, Brain Bowl competition and other activities designed to address motivation, education and cultural needs of students.

The amount of funds requested from the Florida Education Fund is \$26,000, 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 (402.791).

CONSENT

District Board of Trustees
September 20, 2016

Agenda Item: 4.13

College Goal: Resources – Development, obtain, and allocate the necessary resources to implement the college's mission.

Santa Fe College Tobacco Free Campus Initiative Grant

409.2117, 16-17

The purpose of this project is to support and promote a tobacco free campus policy and systems change that impact tobacco related social norms among students, faculty, and staff at Santa Fe College. Students, faculty and staff shall be educated on tobacco prevention, cessation, and the dangers of secondhand smoke (addressing cigarettes, cigars, smokeless tobacco, electronic cigarettes and hookah), as well as the importance of adopting a tobacco free college campus policy. The college shall build or sustain organizational capacity through the maintenance of the campus tobacco free task force to address tobacco related policies and activities throughout its campus. Additionally, this initiative will increase use of Florida's 3 Ways to Quit as tobacco free campus policies have been shown to increase tobacco cessation attempts.

The amount of funds requested from the Florida Department of Health (DOH) Bureau of Tobacco Free Florida is \$4,000, with no matching funds from Santa Fe College.

Duration of this project is August 15, 2016 through June 15, 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 (402.791).

CONSENT

District Board of Trustees
September 20, 2016

Agenda Item: 4.14

College Goal: Resources – Development, obtain, and allocate the necessary resources to implement the college's mission.

Wells Fargo – W2W: Women to Work Grant

409.2118, 16-17

The purpose of the Displaced Homemaker Program (DHP) is to provide job training and educational needs to Florida citizens who: are at least 35 years of age; have worked primarily in the home providing unpaid household services for family members; are not adequately employed (earning a self-sufficient wage); will likely have difficulty securing adequate employment; and have been dependent on the income of another family member, but are no longer supported by such income; or have been dependent on federal assistance. Funds awarded through this grant will provide assistance in the form of tuition, fees, educational materials, and transportation support for up to 15 participants.

The amount of funds requested from Wells Fargo is \$3,000, with no matching funds from Santa Fe College.

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 (402.791).

CONSENT

District Board of Trustees
September 20, 2016

Agenda Item: 4.15

College Goal: Resources – Development, obtain, and allocate the necessary resources to implement the college's mission.

Institutional Application to Participate in Federal Student Financial Aid Programs for Fiscal Year 2017-2018

409.2119, 16-17

The purpose of this project is to apply for federal funding for the Federal Supplemental Educational Opportunity Grant (FSEOG) and the Federal Work Study Program (FWSP). FSEOG is need-based gift aid and is awarded to exceptionally needy students. The program was designed to provide assistance to qualified students who have financial need. The FWSP provides part-time employment for students who demonstrate financial need. Approximately 1,000 students will benefit from these programs.

The amount of funds requested from the U.S. Department of Education, Office of Postsecondary Education is \$1,430,000, with no matching funds from Santa Fe College.

Duration of this project is July 1, 2017, through June 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 4.1 (402.791).

CONSENT

District Board of Trustees
September 20, 2016

Agenda Item: 4.16

College Goal: Resources – Development, obtain, and allocate the necessary resources to implement the college's mission.

Tourism Product Development Program – *Spring Arts Festival* – Grant

409.2120, 16-17

The purpose of this Foundation project is to enhance the Santa Fe College Spring Arts Festival which has consistently demonstrated potential to aid in the development of the tourism economy for Alachua County. Santa Fe College Spring Arts Festival provides residents of Alachua County and visitors from across the United States the opportunity to appreciate works of arts by some of the country's finest artists. Santa Fe Spring Arts attracts more than 100,000 visitors each year. Seventy (70) percent of the requested funds are targeted for out-of-county advertising.

The amount of funds requested from the Alachua County Tourist Development Council to the Foundation is \$50,000.

Duration of this Foundation project is October 1, 2016, through September 30, 2017.

This item is an information item rather than a voting item for the District Board of Trustees of Santa Fe College because this grant is a Foundation grant and is solely administered by and through the Santa Fe College Foundation, Inc.

Operating budget impact to Santa Fe College: 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 (402.791).

C O N S E N T

**District Board of Trustees
September 20, 2016**

Agenda Item: 4.17

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

Report of Purchases for July and August 2016

202.629, 16-17

Below are the total amounts and a summary of purchases for the months of July and August 2016.

Purchasing	\$18,440,766.31
Risk Management Consortium	<u>386,037.00</u>
Total	<u>\$18,826,803.31</u>

<u>P.O. No.</u>	<u>Amount</u>	<u>Procurement</u>	<u>Vendor</u>	<u>Class of Item-Department</u>
Y61936 (Fund 1)	1,920,000.00	Exempt	Gainesville Regional Utilities	Electric, Water, Heating, and Stormwater Utilities
Y61937 (Fund 1)	\$ 90,000.00	Exempt	City of Alachua	Perry Center Utilities Utilities
Y62079 (Fund 1)	\$ 150,000.00	Exempt	U.S. Postal Service	Bulk and First Class Mail Mail and Receiving
Y62131 (Fund 1)	\$ 45,000.00	Contract	WW Grainger Industrial	Custodial/Janitorial Supplies Custodial
Y62218 (Fund 1)	\$ 50,000.00	Contract	LV Hiers Inc.	Fuel for Campus Vehicles and Equipment Automotive
Y62359 (Fund 6)	\$ 84,972.00	Contract	Barr Systems, Inc.	Lease Agreement Risk Management Consortium
Y62363 (Fund 1)	\$ 42,771.22	Sole Source	Simplex Grinnell	Annual Life/Safety Equipment Inspection/Certification Physical Plant Operations
Y62382 (Fund 1)	\$ 65,000.00	Contract	Affiliated Engineers	Energy Management Physical Plant Administration & Operations
Y62423 (Fund 3)	\$ 75,000.00	Exempt	Gainesville Regional Utilities	Utilities for GTEC Building GTEC

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Y62525 (Fund 6)	\$ 70,208.48	Contract	Ventiv Technology, Inc.	RiskConsole Risk Management Information System Risk Management Consortium
Y62542 (Fund 1)	\$ 40,000.00	Exempt	YPB Library Services	Books for Collection Library
Y62571 (Fund 1)	\$ 73,871.23	RFP	Tribond, LLC.	Custodial Services for Blount and Kirkpatrick Centers Custodial/Janitorial
Y62579 (Fund 1)	\$ 59,900.00	Exempt	Gainesville Regional Utilities	Annual Ethernet, Internet, and Transport Circuits Service Communication Services
Y62624 (Fund 1)	\$ 156,700.00	Exempt	AT&T	Telephone, Ethernet, and Internet Services for NW Campus and Blount Center Communication Services
Y62626 (Fund 1)	\$ 39,300.00	Exempt	State of Florida Dept. of Management Services	State of Florida Long Distance, 800 number, FIRM Internet, Alarm Circuits Communication Services
Y62627 (Fund 1)	\$ 47,300.00	Exempt	Windstream	Internet and Phone Services for NW Campus, Alachua, Starke Centers Communication Services
Y62640 (Fund 1)	\$ 353,452.00	RFP	City Wide Maintenance	Custodial Services for NW Campus, Davis, Perry, and Watson Centers Custodial/Janitorial
Y62670 (Fund 7)	\$6,825,632.53	Contract	Charles Perry Partners, Inc.	Construction Management Kirkpatrick Center Expansion
Y62689 (Fund 1)	\$ 324,000.00	Contract	Modis	Network Engineer, JAVA Developer, Web Developer Information Technology
Y62714 (Fund 1)	\$ 48,036.70	Sole Source	Johnson Controls, Inc.	Chiller Plant Maintenance HARV

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Y62725 (Fund 1)	\$ 40,000.00	Contract	Copyfax of Gainesville	Copier Maintenance Units
Y62855 (Fund 1)	\$ 129,288.00	Contract	Airwave Networks	Campus Wireless Information Technology
Y62856 (Fund 2)	\$1,050,000.00	Contract	City of Gainesville	Unlimited Student Transportation Access Student Leadership & Activities
Y62883 (Fund 1)	\$ 140,019.27	Sole Source	Laerdal Medical Corp.	Patient Simulators and Upgrade Existing Simulators Nursing
Y62917 (Fund 1)	\$ 174,134.97	Exempt	E-Tech Services.com, Inc.	Thin Client Server Environment Information Technology
Y62952 (Fund 7)	\$ 58,705.00	Exempt	Goldfield Telecom	Upgrade Network Building Switch Information Technology
Y62995 (Fund 1)	\$ 49,760.00	Exempt	Dimension Systems, Inc.	Annual Database Management Information Technology
Y62999 (Fund 1)	\$ 45,252.30	Exempt	Higher One, Inc.	Credit Card Processing Information Technology
Y63015 (Fund 2)	\$ 156,000.00	Contract	University of Florida	Student Health Care Contract Student Health Care Center
Y63017 (Fund 1)	\$ 35,422.94	Contract	Dell Marketing	Laptops (25) and Mobile Cart Blount Downtown Center
Y63020 (Fund 1)	\$ 64,494.55	Contract	Dell Marketing	Computers (50) and Equipment Information Technology
Y63023 (Fund 1)	\$ 36,000.00	Exempt	Smarthinking, Inc.	Online Tutoring Services Distance Learning
Y63056 (Fund 1)	\$ 260,655.00	Contract	University of Florida	Coordinate Dental Programs Dental Assistant
Y63062 (Fund 2)	\$ 78,549.00	Sole Source	MV Transportation, Inc.	Rural Student Transportation Student Leadership & Activities

C O N S E N T

District Board of Trustees
September 20, 2016

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 17-02

200.889, 16-17

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 for approval.

The Property Survey Committee met via email on August 23, 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	9	\$199,383.97	\$199,383.97	\$0.00
Trade-In	4	\$86,469.10	\$62,680.26	\$23,788.84
TOTAL	<u>13</u>	<u>\$285,853.07</u>	<u>\$262,064.23</u>	<u>\$23,788.84</u>

Notes

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

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

Board Action(s) Requested:

Approval

Action: Approved. See item 4.1 (402.791).

C O N S E N T

District Board of Trustees
September 20, 2016

Agenda Item: 4.19

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

Acceptance of Donations, 17-02

200.890, 16-17

Donation #1

Applied Genetics Technologies Corporation has donated the item listed below to Biotechnology Laboratory Program.

Qty	Description	Cost
1	Guava EasyCyte Mini Cytometer	\$13,000.00
	Total	<u>\$13,000.00</u>

Donation #2

High Springs Police Department has donated the items listed below to SF Police Department.

Qty	Description	Cost
1	Speed Trailer, Lake Technology Products Inc.	\$500.00
1	Genesis Radar	300.00
1	W/Bosch 16 Channel Video Recording Software	200.00
	Total	<u>\$1,000.00</u>

Board Action Requested:

Approval

Action: Approved. See item 4.1 (402.791).

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

Building L Reroofing Project – Project Closeout

412.1141, 16-17

Project Background & Description:

In 2004, the college hired a roofing consultant to evaluate roofs on the college's NW Campus and make recommendations for repair, restoration, and replacement. At that time, the roof on Building L was cored and inspected. The roofing consultant determined that the 3-ply built-up tar roof with aggregate ballast, installed in 1992, was in fair condition. They suggested minor repairs and recommended that the roof be eventually replaced. Minor repairs were made and Facilities Services continued to maintain the roof over the last 13 years. Staff determined that the 23-year-old roof was beyond both its warranty period and useful.

This project involved the design, removal, and replacement of the Building L roof and the adjoining concourse roof immediately to the west. The combined square footage of this project was 31,115 SF.

In September 2015, the Board approved a project budget of \$487,000.00 for the replacement of the Building L roof. In January 2016, the Board approved the construction manager's guaranteed maximum price (GMP) of \$413,970.00 for this project.

Architect/Engineer:		Kail Partners, LLC
Contractor/Construction Manager:		D.E. Scorpio Corporation
Florida Building Code Inspector:		In-house
Estimated Project Budget:		\$ 487,000.00
Final Project Costs		
Design	38,000.00	
Construction	400,928.81	
Miscellaneous	<u>790.00</u>	
Total		<u>439,718.81</u>
Project Savings		\$ 47,281.19

Source of Funds: PECO

Project Status:

Following approval of the GMP, College staff gave the construction manager notice to proceed with the installation on February 29, 2016. The project was substantially complete on May 6, 2016, and reached final completion on June 2, 2016. College staff have received and approved all project close out documentation and are requesting the Board accept this project as complete.

Board Action(s) Requested:

Acceptance of project as complete.

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Discussion: Ms. Ginger Gibson, Vice President for Administrative Affairs and CFO, reviewed items 5.1 and 6.1-6.4 individually.

Action: Motion to approve items 5.1 and 6.1 through 6.4: Mallini
Second: Prevatt
Vote: Fletcher – yes, Hudson – yes, Lee – yes, Mallini – yes,
McRae – yes, Prevatt – yes, Woody – yes

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

Fund 1 (Current Unrestricted) Revenue and Expenditure Budget Report for August 2016 201.809, 16-17

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 August 31, 2016.

The following summary provides a comparison of actual revenues and expenditures for 2016-2017 vs. 2015-2016.

	2016-2017		2015-2016	
	<u>Dollar</u>	<u>Percent of</u>	<u>Dollar</u>	<u>Percent of</u>
Revenue	21,204,313	26.51	20,101,272	26.34
Expenditures	10,756,007	12.29	8,144,456	10.98

Board Action Requested:

Approval of report

Action: Approved. See item 5.1 (412.1141).

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

Report of Investments, Quarter Ending June 30, 2016

201.810, 16-17

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

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

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

Participant Yield, at June 30, 2016		0.67%
Interest earnings, quarter	\$	16,914
Interest earnings, fiscal year to date	\$	53,539

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

Annualized effective rate, net, at June 30, 2016		1.83%
Interest earnings, quarter	\$	184,918
Interest earnings, fiscal year to date	\$	578,949

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

Effective Duration		1.84 Years
Yield-to-maturity @ cost		1.06%
Earnings, quarter	\$	35,478
Earnings, fiscal year to date	\$	106,379

Interest Earnings Comparison:

Total interest earnings fiscal year to date 2015/2016	\$	738,867
Total interest earnings fiscal year to date 2014/2015	\$	653,669

Board Action(s) Requested:

Approval of report

Action: Approved. See item 5.1 (412.1141).

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

2016-2017 Annual Budget, Unexpended Plant Fund (Fund 7)

201.811, 16-17

The Fund 7 (Unexpended Plant Fund) is used to account for resources that are available for the acquisition or construction of physical property to be used for institutional purposes and resources designated for the major repair and/or replacement of institutional property, as well as associated liabilities.

The fiscal year 2016-2017 budget details by project the allocated budgets by fund source.

PECO (Public Education Capital Outlay): The primary source of funding for construction, remodeling, renovation, and repair of college facilities and for site acquisition. This source of funds comes from state-issued bonds backed by utilities services taxes.

CO and DS (Capital Outlay and Debt Service): Another source of funding for construction or remodeling of college educational facilities. These funds are provided directly to the college from an allocation of license tag fees. The board may elect to expend the funds directly or participate in a state bond issue backed by these funds.

CIF (Capital Improvement Fee): These funds are collected from the board approved discretionary student fee assessment to be used to maintain, improve, or enhance the educational facilities.

Matching Funds: These funds are generated from soliciting gifts from private sources and requesting and receiving matching funds from the state appropriations to build high priority instructional and community-related capital facilities. These funds can also be awarded through grants with matching requirements

Interest is earned by project on unexpended funds and is allocated monthly. Energy rebates are allocated to the energy conservation project budget as received.

Board Action(s) Requested:

Approval of the 2016-2017 Annual Fund 7 Budget

Approval to budget interest earnings and energy rebates to the related projects throughout the year as accumulated

Action: Approved. See item 5.1 (412.1141).

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

Annual Financial Report, Year Ended June 30, 2016

201.812, 16-17

The Annual Financial Report for the fiscal year 2015-16 was completed and filed with the Division of Florida College. The College adopted Governmental Accounting Standards Board's (GASB) Statement No. 72, *Fair Value Measurement and Application*, which requires the College to use valuation techniques that are appropriate under the circumstances and for which sufficient data are available to measure fair value. The College also implemented Governmental Accounting Standards Board's (GASB) Statement No. 79, *Certain External Investment Pools and Pool Participants*, which establishes criteria for an external investment pool to qualify for making the election to measure all of its investments at amortized cost for financial reporting purposes.

REVENUE HIGHLIGHTS:

College revenues decreased by \$6.2 million, or 5.6 percent, compared to the prior fiscal year as a result of the following factors:

➤ Operating Revenues

- Net student tuition and fee revenue increased by \$843 thousand, or 3.3 percent, as a result of an increase in tuition and fees and a decrease in the scholarship allowance.
- Grants and Contracts increased by \$697 thousand, or 18.2 percent, primarily to an increase in Federal grants.
- Sales and services of educational departments increased by \$94 thousand, or 8.4 percent, due to sale increases at ancillary operations.
- Auxiliary enterprise revenue increased by \$128 thousand, or 8.2 percent, as a result of an increase in revenue associated with the inter-local agreement with the City of Gainesville for management services of the Gainesville Technology Entrepreneurship Center Incubator.

➤ Nonoperating and Other Revenues and Gains

- State noncapital appropriations increased by \$1.8 million, or 4.9 percent, primarily due to increased funding in College Program funds.
- Federal and State grants revenue decreased by \$2.8 million, or 10.3 percent, due primarily to a decrease in Federal Pell Grant Program scholarship support.
- Investment income increased by \$892 thousand, or 208.8 percent, principally due to increases in interest rates.
- State capital appropriations decreased by \$7.9 million, or 87.1 percent. This was due to decreased Public Education Capital Outlay funding from the prior fiscal year for capital projects.
- Capital grants, contracts, gifts and fees increased by \$135 thousand, or 3.1 percent, primarily due an increase in gifts for capital projects

EXPENSE HIGHLIGHTS:

College operating expenses decreased by \$3.2 million, or 3.1 percent, compared to the prior fiscal year as a result of the following factors:

- The College provided a non-recurring periodic salary supplement of \$1,000 to all full-time personnel. These increases were offset with the recording of a net pension expense credit adjustment totaling \$852 thousand. As a result, personnel services decreased by \$175 thousand, or 0.3 percent, from the prior fiscal year.
- Scholarships and waivers provided to students decreased by \$2.0 million, or 11.1 percent, primarily due to decreases in Federal Title IV financial aid and the State's Bright Futures Scholarship Program and slight increases in waiver expense associated with the state fee waivers for non-Florida resident Florida high school graduates and veterans. Scholarship expenses, similar to tuition and fees revenue, are also shown net of scholarship allowances (amounts received from other than students and third party payers.)
- Utilities and communications decreased by \$103 thousand, or 4.3 percent, primarily due to a decrease in electrical and fuel consumption.
- Contractual services increased by \$157 thousand, or 2.4 percent, primarily due to an increase in miscellaneous contractual services expensed by grants.
- Other services and expenses increased by \$ 290 thousand, or 7.1 percent, primarily due to an increase in repairs and maintenance expenses.
- Materials and supplies decreased by \$772 thousand, or 9.8 percent, which is attributable primarily to decreases in expenses for non-capitalized repairs and maintenance and equipment offset with slight increases in educational materials and supplies and software expenses.
- Depreciation expense decreased by \$613 thousand, or 10.5 percent, as a result of several buildings and equipment reaching full depreciation in the 2015-16 fiscal year.

GENERAL OPERATING FUND (FUND 1) HIGHLIGHTS:

- As a result of operations and GASB statement No. 68, reserve, board designated, and unallocated fund balance increased by \$1.2 million to \$34.3 million.
- Cash, Cash Equivalents, and Investments at year-end were \$37.0 million.
- Operating Revenue Results: State \$37.9 million, Student \$32.9 million, and Other \$5.4 million
- Operating Expenditure Results: Personnel \$55.3 million, Current \$16.3 million, and Capital \$2.6 million.

PLANT FUND (FUND 7) HIGHLIGHTS:

- Fund Balance at year-end was \$24.6 million.
- Cash and Cash Equivalents at year-end were \$16.2 million.

STUDENT RECEIVABLES:

- At June 30 total net student receivables were \$4.2 million. These receivables are reported net of a \$495 thousand allowance for uncollectible student accounts.

Board Action Requested:

Approval of report

Action: Approved. See item 5.1 (412.1141).

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

Deletion of Courses Not Taught in the Last Five Years

400.634, 16-17

To stay in compliance with Rule 6A-10.0331, Florida Administrative Code, for the 2016-2017 academic year, the following courses, which have not been taught in the last five years, are requested to be purged from the Statewide Course Numbering System and deleted from the catalog inventory for Santa Fe College. This is a yearly catalog house-cleaning task that requires approval by the District Board of Trustees. By this agenda item, the President of Santa Fe College hereby certifies to the District Board of Trustees that the institution has complied with Section 1007.24, F.S. and Santa Fe College Rule 4.1.

Catalog Purge 2016-2017	
Course Number	Title
BCV0052	INTRODUCTION TO BUILDING CONSTRUCTION
BCV0112	INTRODUCTION TO CARPENTRY
BCV0921	CARPENTRY CO-OP WORK EXPERIENCE
HUS2820	HUMAN SERVICE FIELD EXPERIENCE
LIT2090	CONTEMPORARY LITERATURE
MUN1410	STRING ENSEMBLE

Board Action Requested:

Approval

Action: Motion to approve items 7.1 through 7.3: McRae
Second: Mallini
Vote: Fletcher – yes, Hudson – yes, Lee – yes, Mallini – yes,
McRae – yes, Prevatt – yes, Woody – yes

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

Study Abroad Programs:	101.122, 16-17
British Isles:	Republic of Ireland, Scotland, England (Summer A 2017)
China:	Beijing and Xi'an (Summer A 2017)
Costa Rica:	San José, Monte Verde, Helena, Arenal, Sarapiquí (Spring 2017)
Cuba:	Havana and Pinar del Rio (Summer A 2017)
Italy:	Venice, Florence, Assisi, Pompeii (Summer B 2017)
Japan:	Tokyo, Hakone (Summer A 2017)
Sweden:	Stockholm and Orebro (Summer A 2017)

**British Isles: Republic of Ireland, Scotland, Northern Ireland (Heidi Lannon, Susan Miller):
Summer A 2017**

Cost: \$3,650 (includes airfare, accommodations, Terra Dotta software and insurance fees, required activities, and some meals)

Courses: GEO2420 Cultural Geography (Lannon)
GEO1920 Group Study in Geography (Lannon)
LIT1000 Introduction to Literature (Miller)
ENC1102 College Composition II (Miller)
ENG1920 Group Study in English (Miller)

Instructional Intent: With its emphasis on cultural awareness, literature, and diversity, this program to the British Isles helps Santa Fe College meet its mission of adding value to the lives of our students, which in turn enriches the community in which our students will live before and after graduation.

Course: GEO2420 provides an opportunity to explore aspects of Cultural Geography in the field and provides Santa Fe College students with an applied setting to personally experience cultural geography concepts. The relevance of applied cultural geography, beyond any text or faculty delivery, cannot be overstated. The concept of cultural trait can be demonstrated, touched and participated in, rather than considered as an abstract concept in the classroom.

Course: GEO1920 offers students the opportunity to pursue individualized research goals that pertain to UK and or Irish geography and culture.

Course: LIT1000 explores poetry, fiction and drama in many contexts. Likewise, it provides opportunity to integrate literature with culture, and it allows students to study the evolution of literature from its oral formulaic roots to current literature and film. In short, LIT1000 offers students the opportunity for an expansive look at literature, which is a perfect complement to a trip like this.

Course: ENC1102 is a research-methodology course that would have students researching the literature of the UK and Ireland and would include rigorous investigation into the relationships between geography, culture and literature.

Course: ENG1920 offers students the opportunity to pursue individualized research goals that pertain to UK and or Irish culture and literature.

Faculty Leaders:

Heidi Lannon is an Associate Professor of Geography at Santa Fe College. She earned a Ph.D. in Geography and Urban Planning, Masters of Public Administration and Coastal Management, and BSc. with Honors in Environmental Science. She was raised in Northwest Europe and the Mediterranean, and is a citizen of Great Britain. Dr. Lannon has travelled extensively and has family in Scotland & France, Singapore, South Africa, Malta, Dubai, and the Philippines. She graduated from the University of Ulster in Northern Ireland, and participated in field work in Donegal and the Arran Islands in Ireland, and study abroad research in Brittany, France, and Malaga, Spain. Dr. Lannon has taught Cultural, Physical and World Regional Geography and Introduction to Meteorology at Santa Fe College. She has taken students to engage in the field as a component of teaching Physical Geography. Heidi has travelled with students to Costa Rica and Europe (Paris, Florence, and Rome) and led study abroad trips to the United Kingdom, Ghana, and Ecuador. She was the recipient of a Title VI faculty award in 2013 that financed her travel to Japan and the Philippines in order to Asianize her curriculum.

Susan Miller has been in the English department at Santa Fe since 1987, and for the last nine years has been department chair. She is past president of the Association of Departments of English, an organization of college English department chairs from all levels of higher education and one of two standing sub-organizations of the Modern Language Association. She is a past president of the Florida College English Association. This trip will be her third time co-leading a Study Abroad to Ireland and the United Kingdom.

This trip is capped at 20 students.

China: Beijing and Xi'an (Jake Searcy & Jennifer Forshee): Summer A, 2017

Cost: \$3,700 (includes airfare, accommodations, Terra Dotta software and insurance fees, required activities, and most meals)

Courses: ECO2710 International Economics (Searcy)
MAN4931 Management Seminar 2 (Searcy)
CPO2001 Comparative Politics (Forshee)
POS2905 Individualized Study (Forshee)

Instructional intent: To provide opportunities for students to develop intercultural competency; knowledge in the economy, political system, business culture, history, and the following social aspects: nation/state, social class, gender, family and communities, ethnicity, religions and philosophy, art and media, urbanization and sustainability, globalization and national/cultural identities.

Course: ECO2710 International Economics focuses on international trade, trade policies, globalization and the implications of increasing interdependence of global markets, and the impacts of legal, linguistic, social, and currency differences encountered when commerce extends beyond

national borders. Travelling to Beijing presents an ideal opportunity for students to gain first-hand knowledge and experience on topics covered in class.

Course: MAN4931 Management Seminar 2 explores current topics, issues, and trends pertinent to supervisors and managers. Lectures, readings and discussion sessions will address specific management and business topics, such as financial markets, international trade, human resources, cultural issues, and economics, as they relate to Chinese businesses.

Course: CPO2001 Comparative Politics is an introductory course in Political Science and is the study of political systems outside the United States. While in China, students will observe how the government is a presence in the daily lives of their citizens. As part of their final project, to write a paper which compare China and another pre-approved country in the following areas: economic development, human rights, party organization, or democratization.

Course: POS2905 is a one-credit course which introduces the student to Chinese politics. Topics that will covered include: twentieth century Chinese political history, Chinese Communist Party development and structure, Chinese economic growth and political dissent.

Faculty Leaders:

Professor Jennifer Forshee has an M.A. in Political Science with a concentration on Comparative Politics and Post-Colonial Political Theory. She is a Ph.D. candidate in political science at the University of Florida. Her dissertation concerns evolving notions of cosmopolitanism within the framework of development studies. Her teaching at Santa Fe College includes Comparative Politics, International Relations, Political Theory, and United Nations. She is also the faculty advisor for SF's Model UN team and as such she travel multiple times a year with ten to fourteen students for conferences and competitions. She co-lead a study broad program to China in the summer 2015. She remained in the country for an additional two weeks on a CIEE Faculty Development Workshop on Chinese environmental and economic sustainability.

Professor Jake Searcy has a Ph.D. in Food and Resource Economics with a focus in International Trade. Dr. Searcy began teaching economics at Santa Fe College in 2009, including courses in Microeconomics, International Economics, and Managerial Economics in a Global Economy. He is currently the lead faculty member in SF's BAS in Organizational management program. Dr. Searcy visited Beijing for two weeks in March 2013 with a team of Santa Fe faculty members led by Dr. Li Ren-Kaplan. He returned to China to co-lead the 2015 and 2016 Study Abroad trip to that country. In addition to gaining a basic understanding of Beijing travel, history, and culture, Dr. Searcy had an opportunity to interact with many BUU students and faculty members.

The capacity for this program is 20.

Costa Rica: San Jose, Monte Verde, Helena, Arenal, Sarapique (Denise Guerin & Heidi Lannon): Spring 2017

Cost: \$2,550 (includes transportation, accommodations, tour fees, most meals, Terra Dotta software fee, and insurance)

Courses: BSC2050 Energy & Ecology in Costa Rica (Guerin)
GEO2200C Physical Geography (Lannon)
PCB2930C Energy and Ecology in Costa Rica (Guerin)

Instructional Intent: The National Science Foundation believes that enhancing the scientific and technological literacy of undergraduate college students is one of the keys to our country's ability to participate and compete globally. The curriculum in the proposed courses encourages the exploration of aspects of ecology and physical geography in the field and provides Santa Fe College students with an applied setting. The relevance of applied learning beyond any text or faculty delivery cannot be overstated. The concepts addressed in these courses can be demonstrated and experienced rather than considered as a mere abstract concept in the classroom. The scientific study of Costa Rican ecology and geography will provide students with an opportunity to explore the diversity of the natural world while developing appropriate scientific skills in an environment different from the US.

Course: BSC2050 This course for non-majors introduces students to the study of biology and ecology. It explores energy concepts, cause and effect relationships, and the flow of information and/or materials in both human and natural systems, and current environmental issues. The course analyzes natural processes that occur in both local and global systems and includes modelling of these systems.

Course: GEO2200C will introduce the student to the systematic study of the field of physical geography in conjunction with a study abroad experience in Costa Rica. The student will be exposed to the terminology, general concepts, and relationships between the atmosphere, the biosphere, the lithosphere, and the hydrosphere. Students should expect a writing intense and field based research centered course and anticipate developing an understanding of the approaches used by physical geographers to identify and analyze environmental systems and human-environment relationships. This course will enhance student awareness of how physical geography concepts apply to, and have influenced their lives and those of the communities in Costa Rica.

Course: PCB2930C This course for non-majors introduces students to the study of biology and ecology. It explores energy concepts, cause and effect relationships, and the flow of information and/or materials in both human and natural systems, and current environmental issues. The course analyzes natural processes that occur in both local and global systems and includes modelling of these systems. This is a one-credit class that will allow students to conduct research during their study abroad trip to Costa Rica.

Faculty Leaders:

Denise Guerin has a MS degree in Botany with a minor in Soil Science and a BS degree in Wildlife Ecology. Over the past 25 years, she has taught ecology in all her classes and required students to

conduct ecology and animal behavior related mini research projects. She has experience studying vegetative communities in Florida and has knowledge of many diverse ecosystems which will enable her to help students formulate interesting questions and plausible conclusions for their projects. Denise successfully led study abroad trips to Costa Rica in 2009 and 2010.

Heidi Lannon is an Associate Professor of Geography at Santa Fe College. She earned a Ph.D. in Geography and Urban Planning, Masters of Public Administration and Coastal Management, and BSc. with Honors in Environmental Science. She was raised in Northwest Europe and the Mediterranean, and is a citizen of Great Britain. Dr. Lannon has travelled extensively and has family in Scotland & France, Singapore, South Africa, Malta, Dubai, and the Philippines. She graduated from the University of Ulster in Northern Ireland, and participated in field work in Donegal and the Arran Islands in Ireland, and study abroad research in Brittany, France, and Malaga, Spain. Dr. Lannon has taught Cultural, Physical and World Regional Geography and Introduction to Meteorology at Santa Fe College. She has taken students to engage in the field as a component of teaching Physical Geography. Heidi has travelled with students to Costa Rica and Europe (Paris, Florence, and Rome) and led study abroad trips to the United Kingdom, Ghana, and Ecuador. She was the recipient of a Title VI faculty award in 2013 that financed her travel to Japan and the Philippines in order to Asianize her curriculum.

This trip is capped at 12 students.

**Cuba: Havana and Pinar del Rio (Daniel Stepp and Raul Villarreal): Summer A 2017
Cost: \$3,300 (Includes airfare, accommodations, activities, Terra Dotta software and insurance Fees, some meals)**

Courses: HUM2020 Intro to Humanities (Daniel Stepp)
ART1001C Art Fundamentals (Raul Villarreal)
ART2950 Study Group (Stepp)

Instructional Intent: This study abroad program will provide students with an opportunity to learn about the history of Cuba, 19th century visual arts, contemporary art practices, the world renowned Cuban ballet, as well as the Afro-Cuban influences in dance and music. This program will expose Santa Fe students to a different culture and give them a unique perspective of Cuba, a country undergoing significant social and political changes. This course will enhance a student's global perspective.

Course: HUM2020 introduces students to the range of ideas, critical approaches to and critical reflection about art, music, dance, architecture, and culture. Part of the class will be taught on sight in Havana with the city serving as a living classroom of the arts and humanities.

Course: ART1001C introduces students to a guided investigation of history, architecture, and the visual arts. This particular ART1001C course will focus on the development of students as aware, educated members of the arts as art producers and audience. Through lectures and a survey of basic media in a studio environment, students will acquire a working knowledge of fundamental principles of visual art and familiarize themselves with the basic vocabulary necessary to communicate their creative process and thinking.

Course: ART2950 introduces students to creative work and critical reflection about art, music, dance, architecture, and culture. Most of the class will be taught on site in Havana with the city serving as a living classroom of the arts and humanities.

Faculty Leaders:

Raul Villarreal has been traveling to Cuba since 1982, establishing friendships with visual artists, art historians, and also gallery and museum directors. Over the past 30 years he has exhibited his art in 20 one-person exhibits and over 400 group exhibits in the United States, Canada, Cuba, Costa Rica, Germany, Italy, Spain, and China. Villarreal has co-organized and lead three trips to Cuba for the Santa Fe College Foundation. During these trips the travelers were able to visit several artists' studios, music and dance venues.

Daniel Stepp received an MFA in painting from the New York Academy of Art and a BA in graphic design from the University of Florida. He has been an instructor at Santa Fe College for over 15 years and co-led study abroad programs to Europe and Costa Rica. He has been an artist-in-residence at the Pouch Cove Foundation in Newfoundland, Canada. He has taught classes in studio art and lectured in humanities. Professor Stepp has exhibited nationally and been a contributor to the John Erickson Museum of Art, participating in performance based work in Baltimore, Miami, and New York. His and been included in numerous publications including Oxford American.

This trip is capped at 15 students.

Italy: Venice, Florence, Assisi, Pompeii (Claire Orenduff-Bartos): Summer B, 2017
Cost: \$3,845- \$4,085, (includes airfare, accommodations, activities, Terra Dotta software and insurance Fees, and some meals)

Courses: ARH2050 Art History I (Orenduff-Bartos)
ARH2051 Art History II (Orenduff-Bartos)
ARH1920 Specialized Group Study (Orenduff-Bartos)

Instructional Intent: This program provides students with an opportunity to examine art in person and in a cultural context. By seeing and examining the artworks in real time and in three dimensions, the students will be better able to practice their art historical skills of looking and formal analysis. Through their immersion in the culture of these objects, the students will also be able to make connections between the works themselves and the historical, social, economic and other contexts of the work. They will also make connections between the artworks themselves, the surrounding environment, and the people and new experiences they will encounter.

Course: ARH2050 is an introduction to art history which acquaints the student with major works of art as they relate to the historical and cultural development of artistic styles from ancient times to the beginning of the Renaissance. Students will carry out introductory research methodologies appropriate to art history. Students will explore the medium through several college-level writing exercises, including gallery and architectural visits, analyses of art and architectural works, research papers and other discipline specific writing.

Course: ARH2051 is an introduction to art history which acquaints the student with major works of art as they relate to the historical and cultural development of artistic styles from the Renaissance to the present. Students will carry out introductory research methodologies appropriate to art history. Students will explore the medium through several college-level writing exercises, including gallery and architectural visits, analyses of art and architectural works, research papers and other discipline specific writing. ARH2051 constitutes the second half of the Art History sequence which is required by art majors wishing to transfer as juniors to State of Florida upper division institutions.

Course: ARH1920 will allow students to select and critically examine in-depth one work of art or architecture that will be encountered in person during the Italy study abroad program. It is designed for students who have already had exposure to Art Appreciation, Humanities and/or Art History courses. The course will allow for students to make connections between their chosen project and the greater artistic and cultural context of Italy. ARH1920 will comprise an independent research project, based on an artwork or location to be visited during the study abroad program.

Faculty Leader:

Claire Orenduff-Bartos holds a Ph.D. in the History of Art with a specialization in European Art and is thoroughly acquainted with the art and culture of Italy. She has taught Italian art since 2005. She has visited Italy three times and has visited the majority of the places listed on the itinerary. She has a basic working knowledge of Italian.

This trip is capped at 10 students.

Japan: Tokyo, Hakone (Jorie Scholnik-Zaron): Summer A 2017

Cost: \$3,650 (includes airfare, accommodations, Terra Dotta software and insurance fees, required activities, and some meals)

Courses: SLS1301 Life and Career Development (Zaron)
SLS2352 Career Development in the Global Workplace (Zaron)
SLS2930 Special Topics/Individual Study (Zaron)

Instructional Intent: Tokyo is the largest metropolitan area in the world and is an excellent destination for a culture-focused curriculum. Being in Tokyo will allow students to delve into Japan's unique culture and observe business operations. This program will challenge and enhance students' cross-cultural communication skills and prepare students for a cross-cultural work environment. This program will provide a bridge between globalization of the workplace and application of this knowledge.

Course: SLS1301 Life/Career Development is a course designed to facilitate the career decision-making process and equip students with the necessary job search skills in the 21st century. Students will engage in discussions, activities and take assessments that explore their personalities, interests, abilities and values in order to develop their self-awareness and make informed career decisions. The study abroad experience will allow students to see their career prospects from a global perspective.

Course: SLS2930 Students will participate in a Japanese Language and Culture Orientation in order to discover how this culture is different from their own, allowing them to reflect on the best ways to approach business and social situations. While studying abroad, students will gain insight into their career prospects from a global perspective.

Course: SLS2352 During this course, students will demonstrate an understanding of the necessary tools for lives and careers in a global, national, and regionally pluralistic world. In order to develop a foundational knowledge of how Japanese and American cultures differ, students will be exposed to the history of Japan by visiting the shrines, Imperial Palace, Tokyo National Museum, and Ghibli Museum. Students will visit local businesses, see the busy Tsukji Fish Market and will explore the city of Tokyo. As a result, students will be able to understand and appreciate the similarities and differences between business cultures.

Faculty Leader:

Jorie Scholnik-Zaron is an Associate Professor of Student Development Instruction. She has been travelling internationally since she studied abroad in Italy while pursuing a degree at the University of Florida. To date, she has travelled to Spain, England, France, Amsterdam, Belgium, Israel, Canada, China, Japan, Greece and Switzerland. Jorie won the Internationalizing the Curriculum Grant in 2011 through Santa Fe College and accompanied the study abroad program to China, making a stop in Japan to bring an intercultural perspective to her career classes. As a result of that grant, Jorie incorporated international business protocols into her classes and students have learned the proper way to dress, dine, negotiate, and communicate with professionals from different cultures.

This trip is capped at 11 students.

**Sweden: Stockholm and Orebro (Douglas Diekow and Michelle Freas): Summer A 2017
Cost: \$2,975 (includes airfare, accommodations, Terra Dotta software and insurance fees, required activities, and some meals)**

Courses: SYG2430 Sociology of Marriage and Family (Diekow)
SYG1920 Group Study (Sociology) (Diekow)
ASL2510 Deaf Culture (Freas)
ASL1920 Group Study (Deaf Culture) (Freas)

Instructional intent: This program will provide students with an understanding of diversity/pluralism in the world community and an understanding of the impact social policy has on individual lives in a culture. Students in each class will identify an area of culture (religion, education, childcare, parenting, adolescent sexuality, politics, sustainability, deaf culture, deaf education, public services for the deaf or hearing impaired, etc.) and will compare and contrast the United States policy towards this with the Swedish policy. They also will draw conclusions on the impact these policies make on individual lives and support their conclusions with research into national statistics from each country.

Course: SYG2430 Sociology of Marriage and Family. The Swedish study abroad program offers Santa Fe College students the opportunity to use the sociological perspective while engaging in a cross cultural travel experience. Students will immerse themselves in the Swedish culture while learning about gender, parenting, sexuality, marriage, co-habitation, and divorce and remarriage. By attending classes at Tullangskolan, visiting the homes of Swedish families, engaging in group discussions with Swedish students, Swedish faculty, and Swedish professionals, and taking field trips, program participants will gain first hand insight into Swedish culture. This will promote an acceptance and appreciation for diversity and encourage global socio-cultural responsibility.

Course: SYG1920 Principles of Sociology The primary purpose of this course is to provide an introduction to sociology as a social science and to introduce and discuss topics utilizing the sociological imagination in a cross cultural comparison between Sweden and the United States. Areas to be covered include: socialization, social structures, deviance, family, education, social stratification, gender, race, and social change.

Course: ASL2510 Deaf Culture This class introduces students to the various aspects of the deaf community as a linguistic and cultural group. Designed for students who may or may not have had prior experience with deaf individuals. This course raises questions concerning the nature of the sign language and its varieties internationally, education of the deaf, historical treatment of deaf people, sociological and cultural issues related to the deaf community, and political activism.

Course: ASL 1920 Group Study Deaf Culture introduces students to the various aspects of the deaf community as a linguistic and cultural group. Designed for students who may or may not have had prior experience with deaf individuals. Students will gain knowledge about the laws surrounding deaf individuals and knowledge about deaf culture in the U.S. and Sweden.

Faculty Leaders:

Doug Diekow has taught sociology at Santa Fe College for 16 years and has been a strong supporter of internationalizing the curriculum at the college. He has lead the study abroad trip to Sweden (Orebro and Stockholm) on three previous occasions (2014, 2015, and 2016). He also visited Tullangskolan as a visiting professor for two weeks in March 2012.

Michelle Freas has been teaching American Sign Language and Deaf Cultures at Santa Fe College for several years. She co-lead the 2015 and 2016 study abroad programs to Sweden. She also has developed relationships with faculty who teach at the Deaf College in Orebro and will continue to maintain these relationships throughout this upcoming academic year.

This trip is capped at 15 students.

Note: *All cost estimates are subject to change. Trips may or may not occur, based on enrollment.*

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Board Action Requested:

Approval and delegation of authority to the President to approve time-sensitive itinerary and personnel changes.

Action: Approved. See item 7.1 (400.634).

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

Textbook Affordability Compliance Report

100.27, 16-17

The 2016 legislative session created new accountabilities for Florida College System (FCS) governing boards in the area of overseeing the affordability of textbooks and instructional materials. Specifically, the Board is required to submit a report to the Chancellor of the FCS by September 30th, and the FCS has provided a 4-part template for the report. The college continues to make gains in lowering the cost of materials for students, including one high-enrollment general education course (SPC2608) that now utilizes a free, Open Educational Resource (OER) for all sections.

Board Action Requested:

Approval of report for submission to FCS Chancellor

Discussion: President Sasser asked Dr. Ed Bonahue, Provost and Vice President for Academic Affairs, to discuss item 7.3. Dr. Bonahue stated the 2016 Florida legislative session created new accountabilities for Florida College System (FCS) governing boards in overseeing the affordability of textbooks and instructional materials. The Board is required to submit an annual report every September 30, detailing initiatives related to textbook affordability. The report requires reporting in four specific areas, which are summarized in the report distributed for the board to review. Dr. Bonahue reviewed all four sections of the report in immense detail with the board allowing for questions and valuable input. Dr. Bonahue stated the College has compiled a list of all sections of all general education courses, which are shown in the report as Appendix A, to give the Board a sense of the college's compliance in the highest enrolled courses. He then provided examples of courses with the highest enrollment. He added that the college intends to use the comprehensive information from Appendix A to follow up at the department level for all courses showing the greatest variance in price among sections of the same course, where the lowest cost section is less than 50% of the highest cost section. These courses are shaded in Appendix A. Dr. Sasser asked Mr. Jacobi Bedenfield, President of Student Government, to provide any additional information on behalf of students. Mr. Bedenfield stated the information that has been provided is very helpful and he feels the college is on the right path to assist students with the rising cost of textbooks. Dr. David Price, College Senate President, also stated that the college is on the right path, but shared that publishers complicate progress toward more inexpensive textbooks by allowing fewer inexpensive textbooks on the market. Trustee McRae said that we have already addressed textbook affordability several years ago and feels that we are continuing to serve students and do what is best for them.

Action: Approved. See item 7.1 (400.634).

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

Amended Rule 1.3: Board of Trustees: Membership and Organization

410.526, 16-17

The College recommends that Board Rule 1.3 be modified to be in compliance with recent changes to the State Board of Education Rule 6A-14.024. Rather than requiring that five trustees be residents of Alachua County and three trustees be residents of Bradford County, the new rule calls for a total of “no less than five (5) and no more than nine (9) members” who shall reside in the College’s designated counties. In addition, it is recommended that trustees be permitted to serve no more than two consecutive one-year terms, if it is in the best interests of the College under extenuating circumstances.

Board Action Requested:

Approval

Discussion: President Sasser stated that he recommends that Board Rule 1.3 be modified to be in compliance with recent changes to the State Board of Education Rule 6A-14.024. It was noted that the agenda listing (summary statement) was mistaken in that a trustee is able to serve more than two consecutive terms on the Board but shall not serve more than two consecutive terms as Chair. With a brief discussion, the Board Rule was approved as presented.

Action: Motion to approve item 8.1: Hudson
Second: Woody
Vote: Fletcher – yes, Hudson – yes, Lee – yes, Mallini – yes,
McRae – yes, Prevatt – yes, Woody – yes

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

Ratification of Emergency Signature Authority for Approval of Student Affiliation Agreement with Citrus HMA, LLC d/b/a Seven Rivers Regional Medical Center for:
Diagnostic Medical Sonography 408.2278, 16-17

Under College Rule 1.1, the Board Chair has the authority to execute documents requiring board approval before the next Board meeting if waiting for the meeting would create operational or financial difficulties for the College.

As explained in the attached memorandum, the agreement with Seven Rivers Regional Medical Center (Citrus HMA, LLC) in Crystal River, FL was executed by the board chair on August 30, 2016, to accommodate students in the *Diagnostic Medical Sonography* Program to participate in clinical training at their facilities prior to the September board meeting. The college is working with the local state college to send students to the out-of-district site, and the program faculty and administration remain in contact with the local district school to coordinate all students' schedules. No native in-district students will be displaced by SF's out-of-district students. The agreement is for three (3) years and may be canceled by either party with thirty (30) days written notice. Any cancellation would be effective at the end of a current academic semester.

Board Action Requested:

Ratification of agreement

Action: Motion to approve items 9.1 through 9.11: Woody
Second: Fletcher
Vote: Fletcher – yes, Hudson – yes, Lee – yes, Mallini – yes,
McRae – yes, Prevatt – yes, Woody – yes

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

Student Affiliation Agreement with Starke HMA, LLC
d/b/a Shands Starke Critical Access for:
Physical Therapy Assistant

408.2279, 16-17

The agreement with Shands Starke Critical Access in Starke, FL will allow students in the Physical Therapist Assistant Program to participate in clinical training at their rehabilitation and in-patient facilities. The agreement is for two (2) years and may be canceled by either party with thirty (30) days written notice. Any cancellation would be effective at the end of a current academic semester.

Board Action Requested:

Approval

Action: Approved. See item 9.1 (408.2278).

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

Student Affiliation Agreements with Lake Shore HMA, LLC d/b/a
Shands Lake Shore Regional Medical Center for:
Clinical Laboratory Science
Phlebotomy

408.2280, 16-17

There are two agreements for Shands Lake Shore to allow students to participate in clinical training at its facilities; one is for Clinical Laboratory Science and the other Phlebotomy. The college is working with the local state college to send students to the out-of-district site, and the program faculty and administration remain in contact with the local district school to coordinate all students' schedules. No native in-district students will be displaced by SF's out-of-district students. These agreements are effective for three (3) years and may be canceled by either party with thirty (30) days written notice. Any cancellation would be effective at the end of a current academic semester. These agreements will begin on October 1, 2016.

Board Action Requested:

Approval of agreements for Clinical Laboratory Science and Phlebotomy

Action: Approved. See item 9.1 (408.2278).

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

Amendment #2 to College Affiliation Agreement with
North Florida Regional Medical Center

408.2281, 16-17

This amendment to the master agreement with North Florida Regional Medical Center (NFRMC), entered into in December 2014, will allow students in the Phlebotomy program to participate in clinical training at NFRMC. All other terms of the master agreement remain unchanged.

Board Action Requested:

Approval

Action: Approved. See item 9.1 (408.2278).

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

SF to UNF Collaborative Academic Agreement –
Building Construction Management

408.2282, 16-17

This articulation agreement provides Santa Fe College AA graduates in Building Construction seamless entry into the University of North Florida's Bachelor of Science degree in Building Construction Management. While attending Santa Fe, the students may choose one of two options available for the AA degree. They may choose the traditional route and enter UNF to complete the final 64 hours of upper division coursework at UNF. Alternately, while still at Santa Fe, the students may choose to take an additional 12 hours of professional classes from the A.S. program and transfer into UNF with advanced standing, and only 52 hours remaining in the upper division. An earlier version of this agreement was originally approved by the District Board of Trustees of Santa Fe College in November 2006. The current renewal updates the course titles, course numbers, and program requirements at both institutions.

Board Action Requested:

Approval

Action: Approved. See item 9.1 (408.2278).

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

FDLE Mutual Aid Agreement Child Abduction Response Team

408.2283, 16-17

The Florida Department of Law Enforcement (FDLE) has asked the Santa Fe College Police Department to enter into a mutual aid agreement for assistance in child abduction cases via a Child Abduction Response Team (CART). The agreement, which includes law enforcement agencies in many counties, allows the agencies to call on others for assistance to respond quickly, which is especially important in child abduction situations. The agreement sets forth the method for requesting assistance and gives the agencies authority to act outside their jurisdictions on approved activities. The agreement remains in force through December 31, 2020, though any party may withdraw by providing written notice to FDLE.

Board Action Requested:

Approval of mutual aid agreement and authorization for Chief Ed Book to execute the document on behalf of the Santa Fe College Police Department

Action: Approved. See item 9.1 (408.2278).

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

Walgreens Vaccination Agreement

408.2284, 16-17

This agreement allows Walgreens to administer flu and pneumonia vaccines onsite at the College's Perry Center.

College employees with Florida Blue health insurance will be able to receive the vaccines at no charge because Walgreens will bill insurance directly. Employees without Florida Blue would be able to pay Walgreens or present insurance cards for billing. The college does not pay Walgreens for the service. The agreement with Walgreens lasts one year and can be canceled at any time.

Employees who wish to receive the vaccines may do so during the work day at scheduled times.

By continuing to make on-site flu and pneumonia immunizations available, the College hopes to continue to increase the number of employees who are immunized each year.

Board Action Requested:

Approval

Action: Approved. See item 9.1 (408.2278).

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

Memorandum of Understanding Seahorse Key Marine Lab

408.2285, 16-17

To support student interest in marine sciences and coastal resource conservation, a newly revised memorandum of understanding between Santa Fe College and the University of Florida will strengthen collaboration involving the Seahorse Key Marine Laboratory (SHKML). (The proposed revision updates and replaces the original SHKML agreement from 2012.) This updated agreement memorializes the terms of Santa Fe's involvement, under which Santa Fe students studying marine biology, oceanography, coastal ecology and other subjects will continue to have free access to Seahorse Key through faculty-led instructional programs, and the college will have open access for other purposes as needed. Santa Fe maintains a leadership role within governance of the facility and will also contribute financially to operations each year.

Board Action Requested:

Approval

Action: Approved. See item 9.1 (408.2278).

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

Sale of Shed Standard Agreement

408.2286, 16-17

The department of Construction and Technical Programs requests permission to construct and sell utility sheds to the general public. Construction of the sheds will provide hands-on learning opportunities for students in the Building Construction, apprenticeship, and certain grant-funded programs. The college requests that the attached standard agreement be approved as a template that is required to be signed by buyers of the sheds prior to purchase and further requests that authority be delegated to the Provost to execute the agreements on behalf of the district board of trustees for each sale.

By approval of this template, the district board will also be approving the costs to be paid by the Buyers in the following amounts:

Size	Cost
8x10	\$1350
8x12	\$1650
8x16	\$2150
10x12	\$2050

Board Action Requested:

Approval of standard agreement template with incorporated costs and delegation of authority to the Provost to execute the completed agreements on behalf of the district board.

Action: Approved. See item 9.1 (408.2278).

College Goal: Resources – Development, obtain, and allocate the necessary resources to implement the college’s mission

Florida Developmental Disabilities Council (FDDC) – Santa Fe College
Supported Employment Experiences (SF SEE) Grant

409.2121, 16-17

The purpose of this project is to provide a mentored postsecondary post-school employment readiness, job experience, and on the job training program to adults who have developmental disabilities including intellectual disabilities and autism. This program will piggyback on and be an essential adjunct to existing Adult Education academic and pre-vocational classes, and will draw upon the rich resources and programs at SF College. It will, with current and additional grant-funded staff, as well as through scholarships for tuition costs provide all of the following: job exploration counseling, work-based learning experiences, counseling on postsecondary opportunities, workplace readiness training, and instruction in self-advocacy.

The amount of funds requested from the Florida Developmental Disabilities Council is \$77,444, with matching funds of \$25,815 from Santa Fe College.

Duration of this project is September 15, 2016 through September 14, 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 Development, is authorized to execute any agreements and related documents associated with this grant.

Action: Approved. See item 9.1 (408.2278).

College Goal: Resources – Development, obtain, and allocate the necessary resources to implement the college’s mission

Florida Integrated Career and Academic Preparation System (FICAPS)
Adult General Education Grant – Year 2

409.2122, 16-17

The purpose of this program is to enact in the fall term 2016, the Implementation Phase of an integrated Certified Nursing Assistant (CNA) program and over the grant year, the Planning and Design Phase for integrated programs in Construction and Technical Education (CTE): Welding; Automotive, Plumbing; and Air Conditioning, Refrigeration, and Heating. The integrated CNA/GED program will refine and build on lessons learned in the integrated CNA program that began with the 2015-16 FICAPS. It will be enhanced by the addition of a semester-long adult education contextualized CNA Prep class required before entry into the integrated CNA/GED class. Planning and design of the integrated CTE programs will build upon inroads made into CTE programs with an integrated Training for Manufactured Construction (TRAMCON) program implemented in the 2015-16 FICAPS project. The significance of the project will be seen in the increasing number of students earning their GED and CTE certifications.

The amount of funds requested from the Florida Department of Education is \$25,000, with no matching funds from Santa Fe College.

Duration of this project is September 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 Development, is authorized to execute any agreements and related documents associated with this grant.

Action: Approved. See item 9.1 (408.2278).

Santa Fe College Foundation Liaison Update and Board Members' Remarks

Reporting for the Santa Fe College Foundation, Trustee Mallini said this Saturday evening the Harlem Quartet will perform at the Fine Arts Hall at 7:30 p.m. Mr. Mike Curry, Associate Vice President Office for Advancement, encouraged everyone to attend the performance. Trustee Mallini noted the final installment of a \$50,000 scholarship payment has been received from Alachua County Farm Bureau. This scholarship will help assist students in an Agriculture related program of study. Also, retired professor Michael Patrick has donated \$5,000 to provide video surveillance of the John Withey collection, located in X building on the Northwest Campus. Chair Lee added that nominations are being accepted for the 2017 Women of Distinction from October 3 through November 15.