



Santa Fe College
District Board of Trustees

Minutes of Board Meeting Held November 15, 2016
Andrews Cultural Center, Starke, Florida

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

Members absent: G. Thomas Mallini

Chair Caridad E. Lee called the regular meeting of the District Board of Trustees of Santa Fe College to order at 4 p.m., at the Andrews Cultural Center, in Starke, Florida, followed by the Pledge of Allegiance.

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

Trustee Oody was delayed in arriving and joined the meeting during Item 2.1, President's Report.

Dr. Jackson Sasser, President, asked Dr. Naima Brown, Vice President for Student Affairs, to provide an enrollment update and report to the board on the Bradford County Initiative. Dr. Brown reported that the college is 51 days from the first day of class for the Spring 2017 term, and Full-Time Enrollment (FTE) is up 0.5%, and headcount is up 0.8%. The staff in Admissions is working hard to enroll new students, and currently we have 137 new students that have completed orientation and are enrolled for the spring term. Mr. Chip Johnson, our "Finish at the Top" program specialist, has helped 30 of the 158 students that were in the program this fall to register for classes in the spring term. Also, this semester we will present each "Finish at the Top" graduate with a medallion to be worn at the December 9 commencement ceremonies. There are 34 students that will graduate. Dr. Brown added that there are 6 students to recommend for scholarships for the spring term, and all of them need less than 9 credits to graduate. Regarding the Bradford County Initiative, Dr. Brown reported that on October 22, the college hosted the fourth annual Black Male Recruitment Conference (BMRC) at the Northwest Campus. The event provided educational motivation for black males in grades seven through eleven. The focus was to provide guidance to motivate the boys and their parents to set college attendance as a goal and take the necessary steps now to make that goal a reality. The college provided transportation from Bradford High School, and 17 boys attended along with guidance counselor Ms. Bridget Holder. Dr. Brown took the opportunity to thank the Bradford County Initiative Committee and the Faith Based Partnership for encouraging parents to register their sons for the event. As in the past, all of the BMRC attendees from Bradford County will be honored at the Bradford County MLK celebration in January. Dr. Brown stated that the college wants to provide a positive reinforcement to the boys who set college as a goal and wants the community to know who they are in order to encourage others to follow in their path. From the focus groups, the college heard that African-American parents needed help advocating for their children, and so, on September 17, the Bradford County Initiative Committee hosted a parent workshop. The goal was to empower parents to get involved in setting academic goals, holding students accountable, and providing assistance to help navigate pathways for success. Dr. Brown added they had a panel of parents who had children that completed college, and they shared the challenges they faced and how they helped their children overcome obstacles. Also, they had previous Bradford High School graduates who had graduated from college who shared the impact that their parents had, including making sure that college was required and not optional. The graduates have become role models for the young men that will soon be graduating from high school. Dr. Brown noted that, in an effort to increase Bradford County access to Santa Fe College certificate and A.S. degree programs, the college launched the EXTRA shuttle. It provides transportation from the Andrews Center on Tuesdays and Thursdays to the Northwest Campus. The

students on the Parking, Transportation, and Safety Committee voted to use the Transportation Access Fee for this purpose. Dr. Brown concluded that the goal of the committee is to work with the local churches to make sure that African-American parents are aware of dual enrollment as an opportunity to earn college credits early with free textbooks.

President Sasser asked Trustee Woody if he would like to comment on his recent meeting with Dr. Karen Cole-Smith. Trustee Woody stated that he had a very good meeting with Dr. Cole-Smith regarding the Bold Overt Leadership Distinction (BOLD) program, which is a spinoff of the Reichert House Youth Academy. With the help of Office for Advancement they were able to secure four scholarships: two for the BOLD program and two for the Reichert House students.

The meeting adjourned at 4:55 p.m.

Caridad E. Lee, Chair

Jackson N. Sasser, Secretary



**The District Board of Trustees
Santa Fe College, Florida
Board Meeting of November 15, 2016, at 4 p.m.
Andrews Cultural Center, Starke, Florida**

Agenda

Adoption of Agenda

Agenda Item: 1.1
418.544, 16-17

1. General Functions

Pledge of Allegiance

1.1 Adoption of Agenda for Board Meeting of November 15, 2016

1.2 Approval of Board Meeting Minutes of October 18, 2016

2. Information Items

2.1 President's Report

2.2 Strategic Planning

2.3 Community Education "Enrich!" Brochure - Winter Term 2016 and Continuing Workforce Education "Enhance" Brochure - Spring Term 2017

3. Citizen's Requests

4. Consent Items

Personnel

4.1 Contract Staff (Faculty)

4.2 Contract Staff (Administrative and Professional)

4.3 Community and Continuing Workforce Education Contract Staff

4.4 Career Service Staff

4.5 Amended Salary Schedule for 2016-2017 **[REMOVED FROM CONSENT]**

Agreements, Grants

4.6 District Interinstitutional Articulation Cooperative Agreements for Career Pathways with:
School Board of Bradford County

4.7 Lydia Stokes Foundation: Displaced Homemaker Program Grant

Finance Items

4.8 Report of Purchases for October 2016

4.9 Colonel Harry M. Hatcher, Jr., Property Survey 17-04

4.10 Acceptance of Donations, 17-03

5. Personnel Items

5.1 Evaluation of the President

- 5.2 Amendment #8 to President's Contract and Related Documents
- 6. Facilities Items
 - 6.1 Non-Exclusive Grant of Drainage Easement – University of Florida Foundation, Inc.
- 7. Finance Items
 - 7.1 Fund 1 (Current Unrestricted) Revenue and Expenditure Budget Report for October 2016
 - 7.2 Report of Investments, Quarter Ending September 30, 2016
- 8. General Institutional Items
 - 8.1 Advisory Committee Appointments for:
 - Apprenticeship
 - Athletics
 - Business Administration and Management
 - Health Information Technology
 - Health Services Administration
 - Information Technology Education
 - Nursing Programs
 - Office Systems Technology
 - Surgical Technology
 - Welding
- 9. Rules
 - 9.1 Amended Rule 4.3: Degree and Certificate Requirements: Associate in Arts, Associate in Science, Associate in Applied Science, Baccalaureate, Technical Certificate, Applied Technology Diploma, and Vocational Certificate
 - 9.2 Amended Rule 7.28: Student Financial Obligations
- 10. Agreements/Grants
 - 10.1 Agreement with Lincoln Financial Group (for BENCOR)
 - 10.2 High-Impact Introduction to the Geosciences through the Undergraduate Coral Research Initiative – National Science Foundation Grant
 - 10.3 Experiencing War: Horror, Heroism, and Humanity – National Endowment for the Humanities Grant
 - 10.4 Fulbright Scholar-In-Residence Grant
- 11. Santa Fe College Foundation Liaison Update and Board Members' Remarks
- 12. Adjournment

Board Action Requested

Approval

Discussion: Chair Lee asked if there were any consent items that the board would like to have removed from the consent agenda to allow for discussion, and President Sasser asked that we remove item 4.5,

Agenda Item 1.1
November 15, 2016
Page 3

Amended Salary Schedule for 2016-2017, from the consent agenda. The agenda was approved with this modification.

Action: Motion to approve item 1.1: Woody

Second: Hudson

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

Approval of Board Meeting Minutes of October 18, 2016

401.535, 16-17

The minutes of the regular meeting of the District Board of Trustees of Santa Fe College held October 18, 2016, are presented for approval.

Board Action Requested

Approval

Action: Motion to approve item 1.2: Fletcher

Second: Hudson

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

President's Report

Information Item

Dr. Sasser congratulated Ms. Cheryl Canova, Director of the Andrews Center, on her recent election to the Bradford County School Board and thanked her for hosting today's meeting.

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

He added that Commencement ceremonies are December 9, at 3 p.m. and 7 p.m. He thanked Chair Lee and Trustee Mallini for bringing greetings on behalf of the board.

Dr. Sasser noted that he would like the board to help host the Holiday Reception on December 14, at the Spring Arts House from 5-7 p.m.

There is no December board meeting. The next meeting is January 17 at the Northwest Campus. He reminded everyone of Convocation on January 3, beginning at 8:30 a.m. in the Fine Arts Hall.

Strategic Planning

Information Item
419.43, 16-17

Dr. Lisa Armour, Vice President for Assessment, Research, and Technology, will discuss strategic planning.

Discussion: Dr. Lisa Armour, Vice President for Assessment, Research and Technology, gave an update on Strategic Planning. Dr. Armour noted that the Vice Presidents have been working together over the last few weeks to provide substantive feedback for the college's planning unit leaders, who have recently submitted their first Planning Unit Reviews within the online Outcomes, Planning, and Assessment application. Unit-level planning skills at the college continue to develop, which bodes well for construction of an excellent fifth year interim report to the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) in fall 2018. Documentation of institutional effectiveness, a key component of the fifth year report, is a byproduct of the Planning Unit Review process. Also, a brief update was provided on the Santa Fe team's work at the Entering Student Success Institute (ESSI) held this month in Texas. The team's recommendations, currently in draft form, appear to be in direct alignment with elements of the strategic plan, and will be presented to the board once finalized.

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

Community Education "Enrich!" Brochure - Winter Term 2016 and
Continuing Workforce Education "Enhance" Brochure - Spring
Term 2017

Information Item
415.166, 16-17

In accordance with Rule 7.11, the president is authorized to approve fees for Community Education courses and programs. Total fees collected must be equal to at least 100% of the total costs of the Community Education course or program within the fiscal year. A draft of the Community Education brochure ("Enrich") containing the list of courses/programs and associated fees was reviewed and approved by the president at the November 7, 2016, Cabinet meeting and is provided for reporting to the board. Changes may be made as needed.

In accordance with Rule 7.11, the president is authorized to approve fees for Continuing Workforce Education (CWE). Total fees collected must fully support the expenditure of the CWE program within the fiscal year. A draft of the CWE brochure ("Enhance") containing the list of courses/programs and associated fees was reviewed and approved by the president at the November 7, 2016, Cabinet meeting 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

423.50, 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.

C O N S E N T

District Board of Trustees
November 15, 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)

402.793, 16-17

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

Appointment

Part Time

Debra Barker
Sheila Bishop
Kimberly Calvin
Rachel Ekman
Jennifer Fogel
Lloren Foster
Kathleen Hastings
Carrie Johnson
Lauren Lehman
Michele LeSure
Kirsten McKaig
Neda Mitova Caneva
Ivan Mustafa
Jeffrey Pufahl
Erin Smith
Mary Sparks
Patrick Treese
Edward Wilkins Jr.

Board Action Requested

Approval

Action: Motion to approve items 4.1 through 4.4: Hudson
Second: Woody
Vote: Fletcher – yes, Hudson – yes, Lee – yes, McRae – yes, Oody – yes, Prevatt – yes,
Woody – yes

C O N S E N T

**District Board of Trustees
November 15, 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)

411.405, 16-17

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

**Appointment
Technical/Professional**

Part Time

<u>Name</u>	<u>Position</u>
Jordan Talley	Specialist, Athletics
Justin McKenzie	Specialist, Admissions

Board Action Requested

Approval

Action: Approved. See item 4.1 (402.793)

C O N S E N T

**District Board of Trustees
November 15, 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

404.445, 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

Name

Caylin Capra-Thomas
Carrie Geiger

Program/Class

Intro. To Creative Writing
Children's Lit. For Grown-Ups

Board Action Requested

Approval

Action: Approved. See item 4.1 (402.793)

C O N S E N T

**District Board of Trustees
November 15, 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

403.535, 16-17

The individuals listed below are being recommended for appointment.

Appointment

Full Time

Name

Hilary Zetrouer
Heather Morgan

Position

Academic Assistant, English
Employment & Benefits Assistant, Human Resources

Promotion

Name

Richard Bertie

Position

Assistant Grounds Superintendent, Facilities Services

Board Action Requested

Approval

Action: Approved. See item 4.1 (402.793)

C O N S E N T
[REMOVED FROM CONSENT]

District Board of Trustees
November 15, 2016

Agenda Item: 4.5

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

Amended Salary Schedule for 2016-2017

405.118, 16-17

The college is recommending amendments to the 2016-2017 Salary Schedule primarily based on the need to comply with federal Department of Labor regulation changes effective December 1, 2016, in regard to overtime. The amendments recommended for approval include:

- Adding new position titles
- Reassignment of existing titles to different paygrades
- Changes in salary ranges to existing paygrade
- Reflection of Time and Attendance policies for non-exempt employees in the Administrative and Professional section
- Updates to the Career Service section regarding exempt positions
- Revised Career Service *On Call and Call Back* provisions
- Minor grammatical changes

Board Action Requested

Approval to be effective as of December 1, 2016, and delegation of authority to Director of Human Resources to update page numbering, formatting, and typographical or clerical errors on final version.

Discussion: Ms. Patti Locascio, General Counsel, noted that the college is recommending amendments to the 2016-2017 Salary Schedule primarily based on the need to comply with federal Department of Labor regulation changes effective December 1, 2016, regarding overtime. She added that a review by the college found there were 300 positions that were affected with over 100 exempt employees that will move to a non-exempt classification as of December 1st. She reviewed recommended amendments for approval.

Action: Motion to approve item 4.5: Woody

Second: Fletcher

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

C O N S E N T

District Board of Trustees
November 15, 2016

Agenda Item: 4.6

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

District Interinstitutional Articulation Cooperative Agreements for
Career Pathways with: School Board of Bradford County

408.2290, 16-17

Santa Fe College and the School Board of Bradford County seek to renew our District Interinstitutional Articulation Cooperative Agreement for Career Pathways. Pursuant to this agreement, Santa Fe and Bradford County Schools work together to develop sequences of academic and technical courses to prepare high school students for the successful completion of state academic standards. These articulated programs further support an accelerated transition to postsecondary coursework in a related career area of interest. Through this partnership, Santa Fe upholds its commitment to provide comprehensive acceleration programs for students enrolled in the Bradford County school district, and helps maximize articulation by encouraging and supporting students to meet their educational objectives efficiently and effectively.

Board Action Requested

Approval of the Agreement and acknowledgement of the delegation of signature authority to the provost provided in paragraph D of the “General Provisions” section.

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

Action: Motion to approve item 4.6: Hudson
Second: Oody
Vote: Fletcher – yes, Hudson – yes, Lee – yes, McRae – yes, Oody – yes, Prevatt – yes, Woody – yes

C O N S E N T

District Board of Trustees
November 15, 2016

Agenda Item: 4.7

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

Lydia Stokes Foundation: Displaced Homemaker Program Grant

409.2125, 16-17

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

The amount of funds requested from the Lydia Stokes Foundation is \$8,500, with no matching funds from Santa Fe College.

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

Action: Motion to approve items 4.7 through 4.10: Prevatt

Second: Fletcher

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

C O N S E N T

District Board of Trustees
November 15, 2016

Agenda Item: 4.8

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

Report of Purchases for October 2016

202.631, 16-17

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

Purchasing	\$1,750,543.21
Risk Management Consortium	<u>90,356.24</u>
Total	<u>\$1,840,899.45</u>

<u>P.O. No.</u>	<u>Amount</u>	<u>Procurement</u>	<u>Vendor</u>	<u>Class of Item-Department</u>
Y63701 (Fund 7)	\$ 119,667.12	Exempt	Goldfield Telecom	Upgrade Network Building Switch Information Technology
Y63712 (Fund 6)	\$ 89,299.00	Exempt	Cavanaugh MacDonald Consulting	OPEB Valuations for College Risk Management Consortium
Y63722 (Fund 1)	\$ 40,545.00	Exempt	Gainesville Regional Utilities	Ethernet, Internet and Transport Circuits Information Technology
Y63765 (Fund 7)	\$ 64,200.00	Contract	Cemex, Inc.	Direct Purchase – Concrete Kirkpatrick Expansion
Y63766 (Fund 7)	\$ 545,131.20	Contract	Mesco Building Solutions	Direct Purchase – Pre- Engineered Building Kirkpatrick Expansion
Y63789 (Fund 1)	\$ 96,210.00	Exempt	Howard Technology Solutions	Classroom Presentation Technology Upgrades Information Technology
Y63879 (Fund 1)	\$ 47,354.79	Exempt	CDW Government, Inc.	Video Conferencing Hardware and Software Information Technology
Y63928 (Fund 7)	\$ 42,695.22	Contract	OEC Business Interiors	Physics Lab Furniture and Whiteboards Student & Faculty Area Improvements
Y63929 (Fund 7)	\$ 37,480.62	Contract	OEC Business Interiors	Replacement Furniture – Building G Student & Faculty Area Improvements

Y63930 (Fund 7)	\$ 39,503.20	Contract	OEC Business Interiors	Building X Classroom Furniture Student & Faculty Area Improvements
Y63943 (Fund 1)	\$ 43,839.00	Exempt	Education Advisory Board	QEP Software Quality Enhancement Plan
Y63976 (Fund 7)	\$ 124,626.89	Contract	OEC Business Interiors	Building L Furniture Student & Faculty Area Improvements

\$1,290,552.04

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

Amount: \$14,656.00

Other Purchases \$0 - \$35,000.00

Number of purchase orders: 283

Amount: \$535.691.41

Board Action Requested

Approval of report

Action: Approved. See item 4.7 (409.2125)

C O N S E N T

District Board of Trustees
November 15, 2016

Agenda Item: 4.9

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

Colonel Harry M. Hatcher, Jr., Property Survey 17-04

200.892, 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 on October 26, 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	<i>Number of Items</i>	Original Cost or Value Items > \$5,000 to be Removed from Inventory and Financial Records	Depreciation of Items > \$5,000	Total Book Value Items to be Removed from Inventory and Financial Records
Surplus Property	2	\$24,761.00	\$24,761.00	\$0.00
TOTAL	<u>2</u>	<u>\$24,761.00</u>	<u>\$24,761.00</u>	<u>\$0.00</u>

Notes

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

Board Action Requested

Approval

Action: Approved. See item 4.7 (409.2125)

C O N S E N T

**District Board of Trustees
November 15, 2016**

Agenda Item: 4.10

***College Goal: Resources – Develop, obtain and allocate the
necessary resources to implement the College’s mission.***

Acceptance of Donations, 17-03

200.893, 16-17

Intrensic GoPro has donated the items listed below to SF Police Department.

Qty	Description	Cost
1	Video Camera, GoPro Hero4	\$225.00
1	Portable Battery Charger, GO Puck Model GO5301	41.00
1	GoPro Accessories - Bag/Cap	25.00
	Total	<u>\$ 291.00</u>

Board Action Requested

Approval

Action: Approved. See item 4.7 (409.2125)

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

Evaluation of the President

411.405, 16-17

To be presented at the meeting.

Board Action Requested

Approval

Discussion: Ms. Patti Locascio, General Counsel, thanked the board members for their participation in the evaluation process, one of the most important aspects of their service to the college. She shared that one of the trustees suggested that the evaluation instrument be reviewed and updated prior to next November, as appropriate. As in past years, each trustee completed the Survey Monkey form either electronically or in hard copy. The results were then compiled using Survey Monkey technology. The printed summaries were delivered to each of the trustees, and an affirmative vote at today's meeting is considered approval of the summary compilation as presented. Upon approval of the evaluation, it will be sent to Chancellor Pumariega of the Division of Florida Colleges. Ms. Locascio stated that, once the evaluations had been submitted by each trustee, the contract review committee of one, Trustee Mallini, met with President Sasser to discuss issues related to Dr. Sasser's employment contract. She thanked the board and Mr. Mallini in absentia for his diligent work in conducting the contract review portion of the process. She added that Trustee Mallini prepared a written recommendation for contract amendment that was included in the packets sent to the trustees prior to the meeting. Chair Lee stated that everyone had received the recommendations regarding the President's contract from Trustee Mallini, along with proposed Amendment #8 to the employment contract. Chair Lee thanked the board for their valuable feedback and guidance to the president as part of this process and noted that President Sasser continued to be a treasured asset of the college.

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

District Board of Trustees
November 15, 2016

Agenda Item: 5.2

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

Amendment #8 to President's Contract and Related Documents

411.406, 16-17

To be presented at the meeting.

Board Action Requested

Approval

Action: Approved. See item 5.1 (411.405)

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

Non-Exclusive Grant of Drainage Easement – University of Florida Foundation, Inc.

412.1143, 16-17

The proposed easement grants to University of Florida Foundation, Inc. the right, privilege and authority to construct, lay, maintain, improve, and/or repair, below the surface of the ground, facilities and associated equipment for stormwater drainage facilities in order to connect to a stormwater management facility owned by the City of Alachua and located west of Santa Fe College's property at the Perry Center. The easement allows for review of plans and advance approval of the work by Santa Fe College. In addition, if work is done on the easement property, the area affected shall be promptly returned to the same condition as it existed prior to such work.

This type of easement was contemplated at the time of acquisition of the property and is needed now because of development of nearby parcels around the stormwater basin.

Board Action Requested

Approval of Easement and delegation of authority to Board Chair to sign all necessary documentation upon approval by Vice President over Facilities and Legal Counsel.

Discussion: Ms. Ginger Gibson, Vice President for Administrative Affairs and CFO, reviewed items 6.1 and 7.1 through 7.2 individually. She noted a typographical error on item 7.1 in which the total revenue should be \$29,318,960 instead of \$23,318,960 as noted.

Action: Motion to approve items 6.1 through 7.2: Prevatt
Second: Oody
Vote: Fletcher – yes, Hudson – yes, Lee – yes, McRae – yes, Oody – yes, Prevatt – yes, Woody – yes

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

Fund 1 (Current Unrestricted) Revenue and Expenditure Budget Report for October 2016 201.814, 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 October 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 Amount</u>	<u>Percent of Budget</u>	<u>Dollar Amount</u>	<u>Percent of Actual</u>
Revenue	23,318,960	36.66	28,774,373	37.71
Expenditure	22,645,599	25.88	21,819,398	29.43

Board Action Requested

Approval of report

Action: Approved. See item 6.1 (412.1143)

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

Report of Investments, Quarter Ending September 30, 2016

201.815, 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 September		0%
Interest earnings, quarter	\$	0
Interest earnings, fiscal year to date	\$	0

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

Participant Yield, at September 30, 2016		0.78%
Interest earnings, quarter	\$	18,855
Interest earnings, fiscal year to date	\$	18,855

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

Annualized effective rate, net, at September 30, 2016		1.58%
Interest earnings, quarter	\$	208,518
Interest earnings, fiscal year to date	\$	208,518

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		1.85 Years
Yield-to-maturity @ cost		1.09%
Earnings, quarter	\$	(3,934)
Earnings, fiscal year to date	\$	(3,934)

Interest Earnings Comparison:

Total interest earnings fiscal year to date 2016/2017	\$	223,439
Total interest earnings fiscal year to date 2015/2016	\$	157,693

Board Action Requested

Approval of report

Action: Approved. See item 6.1 (412.1143)

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

Advisory Committee Appointments for:	417.112, 16-17
Apprenticeship	
Athletics	
Business Administration and Management	
Health Information Technology	
Health Services Administration	
Information Technology Education	
Nursing Programs	
Office Systems Technology	
Surgical Technology	
Welding	

The advisory board committee appointments are being recommended to the board effective January 1, 2017, through December 31, 2018. All individuals have been contacted and have agreed to serve for the two-year period.

Apprenticeship

New

Mr. Merle Amundson, Sunshine Plumbing and Gas, Gainesville
Mr. Erik Anderson, Vice President, McLeod General Trades, Gainesville
Mr. Matt Marino, Principal Superintendent, Oelrich Construction, Newberry

Renew

Mr. Ralph Banks, Preston-Link, Gainesville
Mr. Mike Gentry, Vice President, All Florida Electric, Gainesville
Mr. Matt Gera, Service Manager, Preston-Link, Gainesville
Mr. Randy Hayes, Senior Foreman, Hayes Electric and Air Conditioning, Starke
Mr. Ed Heune, Senior Project Manager, MM Parrish Construction Co., Gainesville
Mr. Mark Hurm, President, Mark Hurm & Co., LLC, Gainesville
Mr. Bob McCollum, President, A+ Air Conditioning & Refrigeration, Inc., Gainesville
Mr. Mike McGraw, President, Vintage Electric, Inc., Gainesville
Mr. Billy Samples, President, Mid-State Electric, Gainesville

Outgoing

Ms. Annette Cornwell, Blakeland Inc., Gainesville
Mr. Matt Webster, Charles Perry Construction, Inc., Gainesville

Athletics

Renew

Mr. Kevin Bird, Advising Specialist, Advisement Center, Santa Fe College, Campus
Dr. Naima Brown, Vice President, Student Affairs, Santa Fe College, Campus
Mr. Kevin Bzoch, Athletics Booster, Davis Companies, Newberry
Ms. Jill Cunningham, Professor, Business Programs, Santa Fe College, Campus
Mr. Ceddrick Daniels, Football Coach, Gainesville High School, Gainesville
Dr. Byron Dyce, Professor Emeritus, Mathematics, Santa Fe College, Campus
Mr. Mike Hutley, Registrar, Santa Fe College, Campus

Mr. Scott Jamison, Specialist, Athletics Department, Santa Fe College, Campus
Mr. Jim Keites, Director, Athletics, Santa Fe College, Campus
Dr. Heidi Lannon, Associate Professor, Social & Behavioral Science, Santa Fe College, Campus
Ms. Dana Lindsey, Counseling Specialist, Disabilities Resource Center, Santa Fe College, Campus
Mr. Mike Powell, Consultant/Higher Education and Athletics Specialist, Mike Powell & Associates, Gainesville
Dr. David Price, Professor, Social & Behavioral Sciences, Santa Fe College, Campus
Dr. Christopher Raye, Assistant Professor, Social & Behavioral Sciences, Santa Fe College, Campus
Dr. Tracy Reeves, Director, Student Life, Santa Fe College, Campus
Dr. Dan Rodkin, Associate Vice President, Student Affairs, Santa Fe College, Campus
Mr. Martin Salamone, Assistant Athletic Director, Marketing, University Athletic Association, Gainesville
Mr. Harry Tholen, Santa Fe College, Campus
Ms. Jennifer Thomas, Associate Registrar, Santa Fe College, Campus
Mr. Freddie Wehbe, Owner, Alachua & Bradford Counties, Gator Dominos, Gainesville
Mr. Scott Wilson, Football Coach, BUACTC, Starke
Ms. Laurel Woolsey, Associate Professor Academic Foundations, Santa Fe College, Campus
Outgoing
Mr. David Houder, Director, Communications & Creative Services, Santa Fe College, Campus
Mr. Gregg Jones, Professor, Fine Arts, Santa Fe College, Campus
Ms. Carole Windsor, Director, Academic Foundations, Santa Fe College, Campus

Business Administration and Management

New

Mr. William Matchell, Bill Matchell Insurance Agency, Gainesville
Dr. Deepika Singh, Chief Executive Officer, Sinmat, Gainesville
Mr. Denis Zachary Smith, Branch Vice President, Vystar Credit Union, Starke

Renew

Ms. Kimberly Baxley, Director, Employee Relations, University of Florida, Office of Human Resources Services, Gainesville
Mr. Steve Kalishman, Law Offices of Steven Kalishman, Gainesville
Ms. Andrea McClintic, Claims Center Manager for the Damage Recovery Unit, Enterprise Holdings, Gainesville

Outgoing

Mr. Mike Hutley, Registrar, Santa Fe College, Gainesville
Mr. Jeremy Nichols, Director of Recruiting – Alachua and Marion County, Panera Bread – Covelli Family Limited Partnership, Tampa

Health Information Technology

New

Ms. Meshawn Hagan, Human Resources Generalist, SIMED Health, Gainesville
Ms. Glenetta Thompson, Director, HIM, Shands UF, Gainesville
Ms. MaryLynn Williams, Human Resource Recruiter, UF Health Shands, Gainesville

Renew

Ms. Japera Denson, HIM Director, Meridian Behavioral Healthcare, Inc., Gainesville
Mr. Ian Fletcher, Vice President, Gainesville Chamber of Commerce, Gainesville
Ms. Angelica Hudson, Chief Health Information Technology, North/Florida South Georgia Veterans Health Systems, Gainesville
Ms. Debra Humphrey, Business Manager, Haven Hospice, Gainesville
Ms. Kat Lindsey, University of Florida Student Health Care Center, Gainesville
Ms. Toni Ratliff, Associate Director, University of Florida Student Health Care Center, Gainesville
Mr. Charlie Robinson, HIM Chief Operating Officer, Parallon, Jacksonville

Mr. Jim Schultz, Manager, Greenway Health, Tampa
Ms. Debra Sirota, Associate Director, Health Information and Record Management, Shands at UF, Gainesville

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

Outgoing

Ms. Wanda Bergman, Vice President of Clinical Affairs, Meridian Behavioral Healthcare, Inc., Gainesville
Mr. Duncan Kabinu, Treasurer, Gainesville Dev Academy, Gainesville
Ms. Pam Rollins, Pamela Rollins HIM Consulting, LLC, Gainesville
Ms. Kristina Young, High Springs

Health Services Administration

Renew

Mr. Scott Fortner, Health Sciences Advisor, Santa Fe College- Health Sciences, Gainesville
Mr. Anthony Koffman, Administrator, UF Department of Medicine, Division of Hospital Medicine- College of Medicine, Gainesville
Mr. Stephen Clay Perdue, Administrative Officer, Malcom Randall Veterans Affairs Medical Center, Gainesville
Mr. Joseph Pietrangelo, Administrator, Florida Department of Health – Bradford/Union County, Starke
Mr. Edward Rensberger, Environmental Specialist, Florida Department of Health- Bradford County, Starke
Ms. Barbara Rose, Student Recruitment Coordinator, UF College of Public Health and Health Professionals, Gainesville
Ms. Alena Trella, Director, Senior Healthcare Centers- North Florida Regional Healthcare, Gainesville

Information Technology Education

New

Ms. Jean Clark, IT Infrastructure Designer and Administrator, Sr, Clients Projects and Infrastructure Information Technology Gainesville Regional Utilities, Gainesville
Mr. Derek Criner, Human Resources Director, The Arc of Alachua County, Inc, Gainesville
Mr. Dan H. Cromer, UF/IFAS IT Director, University of Florida, Gainesville
Mr. Sajid Hasan, Director of Technology, Infinite Energy, Gainesville
Mr. Brandon Vega, Associate Director, Development Services Enterprise Systems, University of Florida, Gainesville
Mr. Steve Williamson, Manager Systems & Data, Santa Fe College, ITS, Gainesville

Renew

Mr. Greg Ash, Creative Director, 160/90, Gainesville
Mr. George Canova, Starke
Mr. John Chapman, SF Information Technology Services
Mr. Walton Dale, Graphic Designer, 160/90, Gainesville
Mr. Hector DeValle, Owner, Liquid Creative, Gainesville
Mr. Aaron Dixon, Software Developer, 352, Newberry
Mr. Kyle Farris, Owner, GB Video, High Springs
Mr. Ryan Frankel, CTO, Digital Brands Inc., Gainesville
Mr. DJ Head, Owner, Two-Head Video, Archer
Mrs. MaryBeth Head, Owner, Two-Head Video, Archer
Mr. Jeff Hoover, IT Director, Info Tech, Inc., Gainesville
Mr. Steve Kozakoff, IT Director, UF Student Health, UF Student Health Care Center, Gainesville
Mrs. Jorgia McAfee, Owner, Elevens Productions, Gainesville
Mr. Blake Mcleod, Front End Developer, 352, Newberry
Mr. Dave Melosh, Video/Audio Producer, Medusa Studios, Gainesville
Mr. Chris Meyers, Systems Analyst and ISC Manager, James Moore & Company, P.L., Gainesville

Mr. Carlos Morales, Director, UF AHC Web Services, UF Health, Gainesville
Ms. Jenn Norman, Accounts, Frankel Media, Newberry
Mr. Chad Paris, CEO, Parisleaf, Gainesville
Mr. Martin Smith, Rackspace Hosting, Gainesville

Outgoing

Mrs. Casey Channing, Vice President, Operations, Frankel Media, Newberry
Mr. David Darus, IT Infrastructure & Administration Manager, Gainesville Regional Utilities, Gainesville
Mr. Josh Greenberg, Grooveshark, Gainesville
Mr. Colin Hostert, Grooveshark, Gainesville
Mrs. Nancy Iafate, Career and Technical Education, Alachua County Public Schools, Gainesville
Ms. Priscilla Parker, Gainesville
Mr. Patrick Sanders, Oregon

Nursing

New

Ms. Valery Carrington, Education Coordinator, UF Health Shands Psychiatric Hospital, Gainesville
Ms. Arwynn Collins, Clinical Coordinator, North Florida Regional Medical Center, Gainesville
Mr. Josue Espada-Ortiz, Education Coordinator, UF Health Shands Psychiatric Hospital, Gainesville
Ms. Julie Iewn, Director of Nursing, Palm Gardens, Gainesville
Ms. Julie Prins, Director of Nursing, Oak Hammock at the University of Florida, Gainesville
Ms. Natalie Ransom, Vice President Chief Nursing Officer, North Florida Regional Medical Center, Gainesville
Ms. Cathy Reed, Education Director, North Florida Regional Medical Center, Gainesville
Ms. Cheryl Rodgers, Director of Nursing, North Florida Rehab and Specialty Care Center, Gainesville

Renew

Dr. Irene Alexaitis, Vice President of Nursing Services, UF Health Shands, Gainesville
Dr. Karen Bennett, Director Little School, Santa Fe College,
Dr. Jean Bulmer, Administrative Director, Nursing Education/Staff Development, UF Health Shands Nursing Education, Gainesville
Ms. Vivian Filer, Santa Fe Professor & Nursing Administration Emeritus, Gainesville
Ms. Joanne Leopold, North Florida/ South Georgia Veterans Healthcare System, Gainesville
Dr. Kevin McBride, Physician, Shands Medical Group of Starke, Gainesville
Ms. Bobbie Bishop, Affiliation/Nurse Educator, North Florida/South Georgia Veterans Healthcare Systems, Lake City
Ms. Robin Riffée, Chief Nurse, North Florida/South Georgia Veterans Healthcare Systems, Gainesville
Ms. Andrea Waterhouse, Chief of Nursing Officer, Shands at Starke, Starke

Outgoing

Ms. Nancy Duckworth, Nurse Educator, UF Health Shands Psychiatric Hospital, Gainesville
Ms. Carrol Godwin, Nurse Educator, Women's & Pediatric Clinics at Shands Medical Plaza, Gainesville
Ms. Christa Goon, Director of Nursing, Palm Gardens, Gainesville
Mr. George Hamilton, Administrator, Gainesville Health Care, Gainesville
Ms. Tinia McCleese, Director of Nursing, North Florida Rehab and Specialty Care Center, Gainesville
Ms. Shannon Miller, Education Director, North Florida Regional Medical Center, Gainesville
Ms. Scarlott Mueller, Vice President Chief Nursing Officer, North Florida Regional Medical Center, Gainesville
Ms. Sherri Spillman, Administrator, Terrace Health and Rehab Center, Gainesville
Ms. Kim Tesch-Vaught, Gainesville

Office Systems Technology

New

Mrs. Rosie Findley, Administration, University of Florida Athletic Association, Gainesville

Mrs. Cynthia Reneke, Legal Secretary, Rywant, Alvarez, Jones, Russo, and Guyton P.A., Attorneys at Law, Gainesville

Renew

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

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

Ms. Brette Williams, Billing and Collections Manager, The Orthopaedic Institute, Gainesville

Outgoing

Ms. Karen Coles, HITM Assistant, Santa Fe College, Campus Mail

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

Surgical Technology

New

Ms. Kelly Dees, North Florida Surgical Pavilion, Gainesville

Ms. Deborah Hamrick, Director, North Tower OR, UF Health Shands Hospital, Gainesville

Ms. Laura Hoffma-Butrick, Administrator, North Florida Surgical Pavilion, Gainesville

Ms. Valerie Marburger, Gainesville Florida Plastic Surgery, Gainesville

Ms. Kelly Nugent, RN, Nurse Manager, South Tower OR, UF Health Shands Hospital, Gainesville

Ms. Bridget Pate, Assistant Director, North Florida Regional Medical Center, Gainesville

Ms. Lisa Rose, Public Member, Gainesville

Renew

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

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

Ms. Sharon Batie, Clinical Manager, North Tower OR, UF Health Shands Hospital, Gainesville

Ms. Gwen Casey, Perioperative Nurse Educator, Operating Room, Malcom Randall Veterans Administration Medical Center, Gainesville

Ms. Sharon Conlo, Perioperative Coordinator, Lake City Veterans Affairs Medical Center, Lake City

Ms. Jade Engelhardt, North Tower OR, UF Health Shands Hospital, Gainesville

Ms. Jessica Greeno, South Tower OR, UF Health Shands Hospital, Gainesville

Dr. Brian Kerr, MD, Accent Physician Specialists, Gainesville

Ms. Katherine Kirkman, Charge Nurse, UFH Florida Surgical Center, Gainesville

Ms. Amy Beth Parker, South Tower OR, UF Health Shands Hospital, Newberry

Ms. Tammy Phillips, Charge Nurse, UF Health Children's Surgical Center, Gainesville

Dr. Earle Pickens, MD, Surgical Group of Gainesville, Gainesville

Mr. Martin Rifkin, MD, Southeastern Integrated Medical: Urology, Gainesville

Ms. Marcella Sente, Operating Room Nurse Manager, Operating Room

Malcom Randall Veteran's Administration Medical Center, Gainesville

Dr. Jason Shinn, MD, The Orthopedic Institute, Gainesville

Outgoing

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

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

Ms. Debi Bishop, Hidden Oak Elementary School, Trenton

Mr. Jerry Davis, High Springs

Ms. Mary Fuller, Operating Room Coordinator, North Florida Surgical Pavilion, Gainesville

Ms. Carol Harmon, Director of Surgical Services, Main Operating Room, North Florida Regional Medical Center, Gainesville

Ms. Jolene Hawkins, Assistant Director Operating Room, North Florida Regional Medical Center, Gainesville

Ms. Rosie Lazaros, Assistant Director Operating Room, North Florida Regional Medical Center, Gainesville

Mr. Kevin Mazorra, Munroe Regional Medical Center, Ocala
Ms. Deedra McCray, Operating Room Coordinator, Operating Room Shands at Lake Shore Hospital, Lake City
Ms. Jill Richmond, OR Charge Nurse, Shands Florida Surgical Center, Gainesville
Ms. Karol Santovin, Operating Room Head Nurse, Operating Room North Florida/South Georgia Veterans Health System, Lake City
Ms. Jolene Seltzer, Operating Room Staff Educator, Florida Surgical Center, Gainesville
Ms. Judy Stewart, Operating Room Manager, Putnam Medical Center, Palatka
Ms. Mary Sutton, Gainesville
Ms. Diane Warner, Lake City Medical Center, Lake City
Ms. Melissa Welch, Gainesville
Mr. Dan Whitcraft, Director, Alachua County Library District, Gainesville
Ms. Terry Wilson, Operating Room Clinical Manager, Operating Room Shands South Tower Teaching Hospital, Gainesville

Welding

New

Mr. Jim Issa, Senior Sales Engineer, Lincoln Electric, Jacksonville

Renew

Mr. James Class, Welding Instructor, College of Central Florida/Levy Campus, Chiefland
Mr. Mark Geiger, Welding Instructor, Bradford/Union Area Vocational Technical Center, Starke
Mr. Andrew Murray, Machine Operator, Maddox Foundry & Machine Works, Archer
Mr. Chris Utman, AWS/CWI, Weldtest Services, High Springs

Outgoing

Mr. Bill Seyfarth, Certified Welding Inspector, Weldtest Services, Cedar Key
Mr. Scott Thomas, Supervisor, Griffin Industries, Starke

Board Action Requested

Approval

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

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

Amended Rule 4.3: Degree and Certificate Requirements: 410.529, 16-17
Associate in Arts, Associate in Science, Associate in Applied
Science, Baccalaureate, Technical Certificate, Applied
Technology Diploma, and Vocational Certificate

Historically, Santa Fe College has withheld official transcripts and diplomas from students who have financial obligations owed to the college. Additionally, those students have not been allowed to graduate. While the college will continue the practice of withholding official transcripts and diplomas until all financial obligations are discharged, the proposed amendment to Rule 4.3 will allow students with financial obligations owed to the college to graduate. This is in line with a national trend in higher education and could positively impact the college's share of performance funding from the state. Data from the Finish at the Top program showed that 28 students who were eligible to graduate between 2011 and 2015 did not because of their financial obligations to the college. The proposed amendment also clarifies that A.A.S. degrees are not transferable.

Board Action Requested

Approval

Discussion: Regarding item 9.1, Dr. Sasser asked Dr. Naima Brown, Vice President of Student Affairs, to explain the change to the rule. Dr. Brown explained that the proposed changes to Rule 4.3 would allow students to graduate with financial obligations to the college but would not allow the release of transcripts until all financial obligations had been paid. Additionally, the proposed changes clarify that A.A.S. degrees are not transferable. She added that the changes follow a national trend in higher education, are in line with the Finish at the Top program, and could potentially increase performance funding from the state. There was no discussion on item 9.2.

Action: Motion to approve items 9.1 through 9.2: Prevatt
Second: Woody
Vote: Fletcher – yes, Hudson – yes, Lee – yes, McRae – yes, Oody – yes, Prevatt – yes,
Woody – yes

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

Amended Rule 7.28: Student Financial Obligations

410.530, 16-17

The proposed amendment to Rule 7.28 is a companion to the proposed amendment to Rule 4.3 (see agenda item 2.3) allowing students to graduate with debts owed to the college. The amendment additionally clarifies that if a student's payment is dishonored prior to the drop with a refund date, the student's course registration(s) will be canceled. However, if the payment is dishonored after the drop with a refund date, the student will be held financially responsible for the course registration.

Board Action Requested

Approval

Action: Approved. See item 9.1 (410.529)

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

Agreement with Lincoln Financial Group (for BENCOR)

408.2291, 16-17

In April of 2001, the Santa Fe College Board of Trustees approved a contract with Bencor, Inc. for the administration of a 401A, IRS qualified, defined contribution plan for terminal and other special payments made to full-time Santa Fe College employees. Bencor is transitioning from the Transamerica Guaranteed Pooled Fund to the Lincoln Stable Value Account as Transamerica has indicated they are no longer interested in this line of business. Moreover, Bencor advises that this will provide SF employees with a more competitive guaranteed investment option. The transition will take effect upon the execution of the Lincoln Group Annuity Application and Contract, Fee Disclosure Form, and Fund Change Notification Form. No additional fees are associated with this change.

Board Action Requested

Approval of Lincoln Financial Group Annuity Application and Contract and delegation of authority to the college's Director of Human Resources to execute any other documents, including fee disclosure forms and fund change notification forms, related to this transition.

Discussion: Regarding item 10.1, Ms. Lela Frye, Director of Human Resources, stated that the college approved a contract with Bencor, Inc. in 2001 for the administration of a 401A contribution plan for employees that separate from the college and have payouts related to accrued leave time. At this time Bencor is transitioning from one guaranteed pooled fund to another, which necessitates documentation forms that need to be secured. She added that there are no additional fees associated with the change.

Dr. Ed Bonahue, Provost and Vice President for Academic Affairs, discussed the new National Endowment for the Humanities grant (NEH). He added that Dr. Marin Smillov, Professor of Humanities and Foreign Languages, is the project director for the grant. Dr. Smillov pursued this grant based on personal experiences he encountered during his philosophy classes, in which Veterans shared their experiences. The project is set up in three phases and the rationale for the project is to honor veterans by providing them with visibility and an opportunity to share their war experiences.

Action: Motion to approve items 10.1 through 10.4: Hudson

Second: Oody

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

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

High-Impact Introduction to the Geosciences through the Undergraduate Coral Research Initiative – National Science Foundation Grant

409.2126, 16-17

The main purpose of this proposal is to recruit students to pursue geoscience degrees and support their development to geoscience careers. Santa Fe College will capitalize on an opportunity to participate in a mentored research collaboration with scientists at the US Geological Survey (USGS). This mentored research program builds upon the recent discovery by USGS scientists of a unique coral refuge from global warming among the shaded mangrove prop roots in Hurricane Hole, within the US Virgin Islands Coral Reef National Monument Marine Reserve. Goals are accomplished through a yearlong program with three phases: Phase I: introduction to general research methods; Phase II: specific research skills and application through mentored research; and Phase III: broadening perspectives of geoscience careers and facilitating successful transfer to a four-year geoscience program. The yearlong program will be repeated with a new cohort for three successive years; participants from initial cohorts have the opportunity to continue their development by facilitating the training of subsequent cohorts. This is year one of a three-year program.

The amount of funds requested from the National Science Foundation is \$121,478, with no matching funds from Santa Fe College.

Duration of this project is March 15, 2017 through March 14, 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 10.1 (408.2291)

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

Experiencing War: Horror, Heroism, and Humanity – National Endowment for the Humanities Grant

409.2127, 16-17

The project will recruit and train veterans to lead NEH discussion groups including non-student veterans, student veterans and the public. First, the project will conduct a training course for the veteran leaders of the discussion groups on the experience of war. Second, the NEH Discussion Leaders and the members of the team will conduct the discussions with veterans on the experience of war. Third, the project will organize, analyze, and summarize the outcomes. The rationale for the project is to honor veterans by providing them with visibility and an opportunity to share their war experiences. In this project, veterans and humanities scholars will stand together to discuss the experience of war and to uncover its most intimate details. The project team will serve as a facilitator of the dialogues and will document the insights from the NEH veterans' discussion groups.

This is a collaborative partnership between the Santa Fe College and the University of Florida with Santa Fe serving as the fiscal agent.

The amount of funds requested from the National Endowment for the Humanities is \$71,811, with no matching funds from Santa Fe College.

Duration of this project is May 1, 2017, through April 30, 2018.

Operating budget impact: None

Board Action Requested

Approval of grant. Upon legal review and approval, the president or his designee, Charles W. Clemons, Sr., Vice President for Advancement, is authorized to execute any agreements and related documents associated with this grant.

Action: Approved. See item 10.1 (408.2291)

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

Fulbright Scholar-In-Residence Grant

409.2128, 16-17

The purpose of the Fulbright Scholar-in-Residence Program is to increase mutual understanding between the people of the United States and the people of other countries through educational and cultural exchange. The objective of the worldwide Scholar-in-Residence Program is to bring scholars and professionals from abroad to U.S. college campuses to significantly internationalize host institutions' campuses and curricula. Santa Fe College is requesting a scholar from the Ukraine who will be able to speak authoritatively about Ukrainian culture, society, history, and national identity; the country's struggle for independence from Russia; and its educational system. The Scholar-in-Residence will provide supplementary instruction and team-teach several classes in tandem with a SF faculty member.

The Scholar-in-Residence will also provide a series of public community outreach events in Alachua and Bradford counties. The Scholar will also visit Florida Gateway College, College of Central Florida and St. Johns River State College.

Grant funds will be paid directly to the visiting Scholar which includes air travel and a salary honorarium. A cash match of \$26,850 will provide a salary supplement to assist with housing, attendance at a professional conference, and local transportation.

Duration of this project is from August 7, 2017, through May 20, 2018.

Operating budget impact: Funds from existing college budget.

Board Action Requested

Approval of grant. Upon legal review and approval, the president or his designee, Charles W. Clemons, Sr., Vice President for Advancement, is authorized to execute any agreements and related documents associated with this grant.

Action: Approved. See item 10.1 (408.2291)

Santa Fe College Foundation Liaison Update and Board Members' Remarks

Reporting for the Santa Fe College Foundation, Mr. Mike Curry, Associate Vice President Office for Advancement, said they received three different scholarship contributions to date in the amount of \$90,000. They have received an artwork donation from Mr. Joshua Feldstein, which consists of six of Mr. Eddy's paintings. Also on December 3 in the Fine Arts Hall, there will be a children's Christmas program at 2 and 6:30 p.m.