



Santa Fe College
District Board of Trustees

Minutes of Board Meeting Held February 21, 2017
Blount Center, Gainesville, Florida

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

Members absent: Jeffrey L. Oody, Lisa M. Prevatt

Chair Caridad E. Lee called the regular meeting of the District Board of Trustees of Santa Fe College to order at 4:00 p.m., at the Charles L. Blount Center, in Gainesville, Florida, followed by the Pledge of Allegiance.

Action was taken on the agenda items as indicated on the summary sheets. Trustee Hudson was delayed in arriving. He joined the meeting during item 2.1.


President Sasser asked Dr. Naima Brown, Vice President for Student Affairs, to provide an enrollment update. Dr. Brown reported that we have 14,906 students enrolled at the college, and Full-Time Enrollment (FTE) is up 3.1% and headcount is up 3.7%. Mr. Chip Johnson with Finish at the Top helped 89 students reenroll for the Spring 2017 semester and 255 more have taken steps to readmit. She added that Communications & Creative Services had prepared two new campaigns around the University of Florida's decision day for which she shared the videos. One highlighted former student Mr. Milton Baker, and the other centered on Valentine's Day. She added that the college recently hosted senior males from seven in-district high schools, allowing them a glimpse into college life. Also, during spring break the SF Contact Center will remain open to serve students with limited staff representing admissions, advising and financial aid.

Dr. Brown introduced from Florida Agricultural and Mechanical University (FAMU) Dr. William Hudson, Vice President of Student Affairs, and Mr. Vernon Bryant, Special Events Coordinator. Dr. Hudson stated that, as part of their memorandum of understanding with the college, they were on SF's campus today for FAMU Advising Day. He thanked the board for the opportunity to collaborate with Santa Fe.

The meeting adjourned at 4:52 p.m.



Caridad E. Lee, Chair



Jackson N. Sasser, Secretary



**The District Board of Trustees
Santa Fe College, Florida
Board Meeting of February 21, 2017, at 4 p.m.
Charles R. Blount Downtown Center, Gainesville, Florida**

Agenda

Adoption of Agenda

Agenda Item: 1.1
418.546, 16-17

1. General Functions

Pledge of Allegiance

- 1.1 Adoption of Agenda for Board Meeting of February 21, 2017
- 1.2 Approval of Board Meeting Minutes of January 17, 2017

2. Information Items

- 2.1 President's Report
- 2.2 Strategic Planning
- 2.3 Amended Rule 2.8: Prohibition Against Discrimination and Harassment
- 2.4 Community Education "Enrich!" Brochure for Spring 2017

3. Citizens' Requests

4. Consent Items

Personnel

- 4.1 Contract Staff (Faculty)
- 4.2 Contract Staff (Administrative and Professional)
- 4.3 Community Education Staff
- 4.4 Career Service Staff

Agreements, Grants

- 4.5 AARP Foundation – BACK TO WORK 50+: Women's Economic Stability Initiative (WESI) Continuation Funding Grant – Year 3
- 4.6 Carl D. Perkins, Career and Technical Education Postsecondary Programs, Section 132, 2016-2017 Roll Forward Funds
- 4.7 CoxCom, LLC – FloridaFlex Grant

Finance

- 4.8 Report of Purchases for January 2017
- 4.9 Colonel Harry M. Hatcher, Jr., Property Survey 17-06
- 4.10 Acceptance of Donations, 17-05

5. Facilities Items

- 5.1 Approval of Project Priority List Report Based on the Board Approved 2011 Five-Year Educational Plant Survey

6. Finance Items
 - 6.1 Fund 1 (Current Unrestricted) Revenue and Expenditure Budget Report for January 2017
 - 6.2 Budget Amendment #2, 2016-2017 Operating Budget, Current Unrestricted (Fund 1)
 - 6.3 Report of Investments, Quarter Ending December 31, 2016
7. General Institutional Items
 - 7.1 Amended College Calendar for 2017-2018
8. Agreements/Grants
 - 8.1 Clinical Affiliation Agreement with Legerity d/b/a Palm Garden Rehab for Physical Therapist Assistant
 - 8.2 Nonexclusive Student Affiliation Agreement with Starke HMA, LLC d/b/a Shands Starke Critical Access for: Emergency Medical Technician and Paramedic
 - 8.3 Extension to Student Affiliation Agreement with Munroe HMA Hospital, LLC d/b/a Munroe Regional Medical Center
 - 8.4 Memorandum of Understanding for Government Entity Access to Driver and Vehicle Information Database System (DAVID) for Institute of Public Safety
 - 8.5 Ukraine: USG Public Diplomacy Grant – Combating Corruption through Higher Education: The Contribution of Colleges and Universities
 - 8.6 100,000 Strong in the Americas – Tech Challenge Grant
 - 8.7 Peaceful Paths – Memorandum of Understanding – Collaborative Community Partnership
9. Santa Fe College Foundation Liaison’s Update and Board Members’ Remarks
10. Adjournment

Board Action(s) Requested

Approval

Discussion: Chair Lee asked if there were any consent items that the board would like to have removed for discussion, and in hearing none, the agenda was approved.

Action: Motion to approve item 1.1: Woody

Second: Mallini

Vote: Fletcher – yes, Lee – yes, Mallini – yes, McRae – yes, Woody – yes

Approval of Board Meeting Minutes of January 17, 2017

401.537, 16-17

The minutes of the regular meeting of the District Board of Trustees of Santa Fe College held January 17, 2017, are presented for approval.

Board Action(s) Requested

Approval

Action: Motion to approve item 1.2: Fletcher
Second: Mallini
Vote: Fletcher – yes, Lee – yes, Mallini – yes, McRae – yes, Woody – yes

President's Report

Information Item

President Sasser thanked Dr. Cheryl Calhoun, Dean of Educational Centers and Director of the Blount Center, for hosting the board meeting.

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

Dr. Sasser mentioned that Mr. Jacobi Bedenfield along with other students were recently recognized by the State Board of Education for overcoming challenges to achieve their academic and personal goals.

The Women of Distinction Awards luncheon is March 16, 2017, at the UF Hilton starting at 11:30 a.m. and the annual Santa Fe Spring Arts Festival is April 1-2, 2017.

The President noted that the spring board workshop will be held on April 18 at 2 p.m. at the Andrews Center board room. This workshop is prior to the start of the board meeting at 4 p.m.

Dr. Sasser stated that commencement ceremonies are fast approaching with the Nursing Pinning Ceremony on April 27 at noon in the gymnasium. In addition, there are two commencement ceremonies on April 28, one at 3 p.m. and the other at 7 p.m.

The president then asked Ms. Jesse Vander Biezen, Assistant Project Manager, to give a brief update on the Blount Center expansion. Ms. Vander Biezen shared a PowerPoint presentation which included the names of the steering committee members, concept drawings that highlighted the designated project area, and progress to date. She shared that the steering committee participated in three design charrettes with the architect and engineer. In addition, project managers presented a status update to the Blount Center Advisory Committee and they have initiated discussions with the City of Gainesville Department of Doing. Ms. Kathryn Lehman, Director of Grants and Projects, shared that there was an Economic Development Agency grant opportunity for \$4.5 million that the college would be working on to assist with additional needs for the center's expansion.

Calendar

March 16, 2017 11:30 a.m.	Women of Distinction UF Hilton
April 18, 2017 2 p.m.	Spring Board Workshop Andrews Center Board Room
April 18, 2017 4 p.m.	Regular Board Meeting Andrews Center Board Room
April 27, 2017 Noon	Nursing Commencement/Pinning Ceremony SF Gymnasium
April 28, 2017 3 and 7 p.m.	Commencement Ceremonies SF Gymnasium

Strategic Planning

Information Item
419.45, 16-17

Discussion: Dr. Lisa Armour, Vice President for Assessment, Research and Technology, gave an update on Strategic Planning. Dr. Armour shared that the department of Information Technology Services has created a new online student application. It replaces a dated online application that was difficult for students to complete without assistance from admissions staff. The new application has been tested by 80 members of the Santa Fe College community, resulting in a wonderful, refined interface for students. Ms. Nancy Williamson, an ITS staff member, walked the board through the new online application, sharing that it was a group effort from frontline staff, Student Affairs, and the ITS department. The new application will go live on Monday, February 27, 2017.

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

Amended Rule 2.8: Prohibition Against Discrimination and Harassment

Information Item
410.531, 16-17

The proposed changes to Rule 2.8 are both stylistic and content-based. The general civil rights framework has been preserved, and efforts were made to improve readability and shorten the document where possible. The content additions were focused on reworking the definitions of discrimination and harassment to match Department of Education (DOE) and Equal Employment Opportunity Commission (EEOC) definitions, with an emphasis on sexual harassment and the enumerated crimes of sexual assault, dating violence, domestic violence, and stalking in the Violence Against Women Act (VAWA). References to requesting accommodations for disabilities were added explicitly instead of by reference, and religious accommodation provisions were added that will eventually replace Rule 7.25. In general, there has been a shift to more definitions and fewer examples.

Jurisdictional information is now included in the policy as opposed to the procedure. The education and prevention sections have been dramatically shortened but still allow the president the authority to direct the College's actions in this regard. The last two sections have been substantially reworked for clarity and to designate confidential resources as required by law.

***College Goal: Delivery Alternatives – Assess student needs and outcomes
and create innovative and flexible learning opportunities.***

Community Education “Enrich!” Brochure for Spring 2017

Information Item
415.167, 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 at the February 13, 2017, 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***

Citizens' Requests

423.52, 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
February 21, 2017**

Agenda Item: 4.1

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

Contract Staff (Faculty)

402.795, 16-17

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

Part Time

Name

Bryan Engebretsen
Jessica Hamilton
David Merahn
David Meyer
Jon Rappa
Jonathan Scholl
Ivor Sparks
Stuart Strome
Renita Wilcox

Board Action(s) Requested

Approval

Action: Motion to approve items 4.1 through 4.10: Woody
Second: Mallini
Vote: Fletcher – yes, Hudson – yes, Lee – yes, Mallini – yes, McRae – yes, Woody – yes

C O N S E N T

**District Board of Trustees
February 21, 2017**

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)

411.409, 16-17

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

**Technical/Professional
Appointment**

Full Time

Lindsay Collumns
BA, University of Florida

Interim Specialist, Admissions

Part Time

Ann Monson Slagle
BA, Azusa Pacific University

Specialist, Counseling Center

Jenna Forte
BA, Dickinson College

Specialist, Academic Affairs

Board Action(s) Requested

Approval

Action: Approved. See item 4.1 (402.795).

C O N S E N T

District Board of Trustees
February 21, 2017

Agenda Item: 4.3

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

Community Education Staff

404.446, 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>
Jessica Adams	CFK Space Challenge
Lewis Pulsipher	Game Design
Cynthia Ice	K9 Nose Work
Clifford Morin	Diving
Brenda Corujo-Orraca	Art

Board Action(s) Requested

Approval

Action: Approved. See item 4.1 (402.795).

C O N S E N T

District Board of Trustees
February 21, 2017

Agenda Item: 4.4

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

Career Service Staff

403.537, 16-17

The individuals listed below are being recommended for appointment.

Promotion

Hyacin Christy
Precious Ford

Office for Advancement Assistant
Sergeant, Santa Fe College Police Department

Board Action(s) Requested

Approval

Action: Approved. See item 4.1 (402.795).

CONSENT

District Board of Trustees
February 21, 2017

Agenda Item: 4.5

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

AARP Foundation – BACK TO WORK 50+: Women’s Economic Stability Initiative (WESI) Continuation Funding Grant – Year 3

409.2136, 16-17

The purpose of this project is to provide pathways to employment and self-sufficiency for women ages 50-64 through training in high demand jobs in Alachua, Bradford and rural counties in north central, Florida. Core services include a series of two hour weekly workshops, career exploration, resume writing, interview techniques, social media, financial capability and networking. A computer lab is available every day for developing computer skills, updating resumes, job applications and job searching. A Coach/Outreach Specialist will provide individual sessions for career counseling, preparation for entry into training programs, research into course work and testing. An individualized session is arranged for candidates to develop their own action plan. Santa Fe College will serve 360 candidates over the three-year grant period. This is year three of the project with the possibility of an additional year-four funding renewal.

The amount of funds requested from the AARP Foundation is \$151,691, with \$126,694 in matching funds from non-federal grants and Santa Fe College for the third grant year. Total funding for the four-year project is approximately \$623,624.

Duration of this project is March 1, 2017, through February 28, 2018.

Operating budget impact: Funds from existing college budget.

Board Action(s) 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 (402.795).

CONSENT

District Board of Trustees
February 21, 2017

Agenda Item: 4.6

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

Carl D. Perkins, Career and Technical Education Postsecondary Programs, Section 132, 2016-2017 Roll Forward Funds

409.2137, 16-17

Perkins Postsecondary 132 Roll Forward funds will be used to enhance the original project serving career and technical students at Santa Fe College and the Bradford County School District. Increasing the current expense budget will provide consortium purchased services for Bradford County and recruitment activities for career and technical programs at Santa Fe College. Increasing the capital outlay budget will provide additional equipment for programmatic and instructional purposes for Career and Technical Education and Workforce Development programs.

The amount of funds requested from the State of Florida, Department of Education, Division of Career and Adult Education is \$21,155, 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(s) 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 (402.795).

CONSENT

District Board of Trustees
February 21, 2017

Agenda Item: 4.7

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

CoxCom, LLC – FloridaFlex Grant

409.2138, 16-17

The FloridaFlex Training Program is designed to meet the workforce skill needs of existing, new and expanding industries. The purpose of this project is to provide specialized and on-the-job training (including proprietary processes) for approximately 17 positions. These are full-time, permanent, highly-skilled, salaried positions with benefits. Training is customized for each job description and each experience level to ensure all new associates have the opportunity to succeed and grow. Santa Fe College will serve as the fiscal agent for CareerSource Florida and will provide no training. The Council for Economic Outreach facilitated development of this project with Santa Fe College.

The amount of funds requested from CareerSource Florida, is \$44,625, with no matching funds from Santa Fe College.

Duration of this project is October 25, 2016, through October 24, 2017.

Operating budget impact: None

Board Action(s) 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 (402.795).

C O N S E N T

District Board of Trustees
February 21, 2017

Agenda Item: 4.8

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

Report of Purchases for January 2017

202.633, 16-17

Below are the total amounts and a summary of purchases for the month of January 2017.

Purchasing	\$1,004,380.84
Risk Management Consortium	<u>\$0.00</u>
Total	<u>\$1,004,380.84</u>

<u>P.O. No.</u>	<u>Amount</u>	<u>Procurement</u>	<u>Vendor</u>	<u>Class of Item-Department</u>
Y64508 (Fund 1)	\$ 52,916.00	Exempt	Alertus Technologies, Inc.	Emergency Notification Speaker Array Information Technology
Y64555 (Fund 7)	\$ 92,000.00	Contract	Interior Exterior Building Supply	Direct Purchase – Metal Stud and Drywall Package Kirkpatrick Center IPS Expansion
Y64573 (Fund 1)	\$ 39,200.00	Exempt	Blue Koi, LLC	Curriculum Development and Instruction Business and Workforce
Y64577 (Fund 2)	\$ 165,000.00	Exempt	Nationwide Insurance	Quick Response Training Grant Business and Workforce
Y64578 (Fund 2)	\$ 42,500.00	Exempt	Cox Communications	Quick Response Training Grant Business and Workforce
Y64613 (Fund 1)	\$ 45,851.10	Exempt	IBM	Annual Software Maintenance Information Technology
Y64723 (Fund 7)	\$ 80,810.20	Exempt	Goldfield Telecom	Upgrade Core Network Switches Technology Infrastructure
	<u>\$ 518,277.30</u>			

Agenda Item 4.8
February 21, 2017
Page 2

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

Amount: \$32,220.25

Other Purchases \$0 - \$35,000.00
Number of purchase orders: 261

Amount: \$453,883.29

Board Action(s) Requested

Approval

Action: Approved. See item 4.1 (402.795).

C O N S E N T

District Board of Trustees
February 21, 2017

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 17-06

200.897, 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 January 24, 2017 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	3	\$19,231.67	\$19,231.67	\$0.00
TOTAL	<u>3</u>	<u>\$19,231.67</u>	<u>\$19,231.67</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(s) Requested

Approval

Action: Approved. See item 4.1 (402.795).

C O N S E N T

District Board of Trustees
February 21, 2017

Agenda Item: 4.10

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

Acceptance of Donations, 17-05

200.898, 16-17

PointEmblems has donated the items listed below to SF Police Department.

Qty	Description	Cost
100	Challenge Coins	<u>\$1,000.00</u>
	Total	<u><u>\$1,000.00</u></u>

Board Action(s) Requested

Approval

Action: Approved. See item 4.1 (402.795).

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

Approval of Project Priority List Report Based on the Board
Approved 2011 Five-Year Educational Plant Survey

412.1145, 16-17

The Project Priority List (PPL) is a compilation of board planned, survey-recommended projects for expenditure of capital outlay and debt service (CO&DS) funding. Prior to submission, board approval is requested of the attached Project Priority List Report based on the boards approved 2011-2016 Five Year Educational Plant Survey.

In accordance with the provisions of Section (9)(d), Article XII, State Constitution, relating to the order of priority for the expenditure of CO&DS funds, Santa Fe College certifies that the attached list of projects and the order of priority assigned are based on the College's current educational plant survey, dated July 19, 2011, conducted in accordance with Section 1013.31(1), Florida Statutes, the Florida Administrative Code, Section 6A-2.0010, State Requirements for Educational Facilities (SREF), and is consistent with the capital outlay needs of the college.

Board Action(s) Requested

Approval of Project Priority List

Discussion: Ms. Ginger Gibson, Vice President for Administrative Affairs and CFO, reviewed items 5.1 and 6.1 through 6.3 individually. She shared that recently she, Dr. Sasser, and Chair Lee met with the state auditors for an exit conference on financials ending June 30, 2016. The report was exemplary with no findings. Secondly, they conducted the entrance conference for the operational audit. Chair Lee praised the work of Ms. Gibson and her entire staff.

Action: Motion to approve items 5.1 through 6.3: Hudson

Second: Fletcher

Vote: Fletcher – yes, Hudson – yes, Lee – yes, Mallini – yes, McRae – 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 January 2017

201.817, 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 January 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	50,409,087	63.03	47,634,318	62.42
Expenditures	41,289,011	47.18	39,597,265	53.41

Board Action(s) Requested

Acceptance of report

Action: Approved. See item 5.1 (412.1145).

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

Budget Amendment #2, 2016-2017 Operating Budget, Current Unrestricted (Fund 1)

201.818, 16-17

The second amendment to the Fund 1 (Current Unrestricted) Operating Budget is submitted for approval. Approval is requested to transfer \$2,893,000 to the Plant Fund (Fund 7) to fund the following deferred maintenance projects:

- Andrews Center Window and Brick Paver Replacements
- Blount Center Roof and Second Floor Window Replacements
- Watson Center Dumpster Enclosure
- Replace Exterior Wood Doors NW Concourses
- Replace Store Front Doors Buildings B, F & U
- Repair Little School Preschool Portable Building
- Building Y (Library) First Floor Plumbing Repairs
- South Road Paving, Drainage, Sidewalk/Crosswalk Repairs and Improvements
- Reroof and Other General Repairs to the Concession Building at Fields
- Building D Dumpster Concrete and Drainage Repair/Replacement
- Remodel/Repair Interior Elevator Cabs in Buildings A, B, K, L, R
- Building R (Student Services) Stairwell Renovation for Lighting, Flooring, Handrails and Paint
- Building N Roof Replacement
- Zoo Reptile House HVAC System Replacement

Board Action(s) Requested

Approval of 2016-2017 Operating Budget Amendment #2 and Approval to add these projects to the 2016-2017 Unexpended Plant Fund (Fund 7) Budget

Action: Approved. See item 5.1 (412.1145).

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

Report of Investments, Quarter Ending December 31, 2016

201.819, 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 December	0.04%
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 December 31, 2016	0.90%
Interest earnings, quarter	\$ 18,484
Interest earnings, fiscal year to date	\$ 37,339

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 December 31, 2016	0.83%
Interest earnings, quarter	\$ 152,877
Interest earnings, fiscal year to date	\$ 361,394

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	1.76 years
Yield-to-maturity @ cost	1.12%
Earnings, quarter	\$ (28,185)
Earnings, fiscal year to date	\$ (32,119)

Interest Earnings Comparison:

Total interest earnings fiscal year to date 2016/2017	\$ 366,615
Total interest earnings fiscal year to date 2015/2016	\$ 256,845

Board Action(s) Requested

Approval of report

Action: Approved. See item 5.1 (412.1145).

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

Amended College Calendar for 2017-2018

414.73, 16-17

Corrections were needed to the 2017-2018 College Calendar previously approved at the October 18, 2016, board of trustees meeting. The corrections herein include:

- A 12:00 p.m. graduation on December 7, 2017, was added
- The 3:00 p.m. graduation on May 3, 2018, was changed to 12:00 p.m.
- Summer A Graduation Processing was indicated on June 29, 2018
- D terms for fall and spring were added

Board Action(s) Requested

Approval

Action: Motion to approve item 7.1: Fletcher

Second: Woody

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

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

Clinical Affiliation Agreement with Legerity d/b/a Palm Garden
Rehab for Physical Therapist Assistant

408.2299, 16-17

The agreement with Legerity, a company contracted to provide physical therapy to patients at Palm Garden in Gainesville, FL, will allow students in the *Physical Therapist Assistant* Program to participate in clinical training with Legerity staff at Palm Garden and their other local rehab and in-patient facilities. The agreement is for one (1) year, with automatic annual renewal. It may be canceled by either party with sixty (60) days written notice. Any cancellation is effective at the end of a current academic semester.

Board Action(s) Requested

Approval

Action: Motion to approve items 8.1 through 8.7: Woody
Second: Mallini
Vote: Fletcher – yes, Hudson – yes, Lee – yes, Mallini – yes, McRae – yes, Woody – yes

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

Nonexclusive Student Affiliation Agreement with Starke HMA, LLC
d/b/a Shands Starke Critical Access for: Emergency Medical
Technician and Paramedic

408.2300, 16-17

The agreement with Shands Starke Critical Access in Starke, FL will allow students in the *Emergency Medical Technician* and *Paramedic* Programs to participate in clinical training in the Emergency Department. The agreement is for two (2) years and may be canceled by either party with thirty (30) days written notice. Any cancellation is effective at the end of a current academic semester.

Board Action(s) Requested

Approval

Action: Approved. See item 8.1 (408.2299).

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

Extension to Student Affiliation Agreement with Munroe HMA
Hospital, LLC d/b/a Munroe Regional Medical Center

408.2301, 16-17

An extension to the agreement with Munroe Regional Medical Center in Ocala, FL, signed in 2000, will allow students in the Allied Health programs to continue to train at this site as we complete the renewal process with this general acute care facility, managed by Community Health Systems, Inc. for the individual programs within the Allied Health discipline.

Board Action(s) Requested

Approval

Action: Approved. See item 8.1 (408.2299).

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

Memorandum of Understanding for Government Entity Access to Driver and Vehicle Information Database System (DAVID) for Institute of Public Safety

408.2302, 16-17

This Memorandum of Understanding (MOU) with the Florida Department of Highway Safety and Motor Vehicles will provide IPS with direct access to the State's Driver and Vehicle Information Database (DAVID) system. Obtaining information from DAVID is an important component of background investigations that must be conducted prior to admitting law enforcement and EMS students. This agreement is similar to the agreements for the Registrar's Office and the Santa Fe College Police Department.

Board Action(s) Requested

Approval

Action: Approved. See item 8.1 (408.2299).

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

Ukraine: USG Public Diplomacy Grant – Combating Corruption through Higher Education: The Contribution of Colleges and Universities

409.2139, 16-17

The purpose of this project is to celebrate 25 years of bilateral relations between the United States and Ukraine and to develop, strengthen, and expand the U.S.-Ukraine relationship over the next 25 years. Santa Fe College will partner with Ukraine's Ministry of Education and Science, Poltava National Technical University, and Poltava Oil and Gas College to organize and publicize a three-day workshop that will address the systemic problem of corruption that currently discourages Western countries from doing business in Ukraine and interferes with the country's economic development and democracy. This conference will explore how community colleges in the United States have created and enforced an anti-corruption culture and practices through curricular and extra-curricular activities. The grant will pay to have 5 SF representatives travel to Ukraine and lead this conference. To ensure representation from all parts of Ukraine, travel costs for 35 of Ukraine's higher education leaders will be covered. Invitations also will be sent to regional leaders through the Ministry of Education and Science.

The amount of funds requested from the U.S. Department of State, U.S. Embassy in Kyiv, is \$25,000, with matching funds of \$19,841 from Santa Fe College.

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

Operating budget impact: Funds from existing college budget.

Board Action(s) 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 8.1 (408.2299).

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

100,000 Strong in the Americas – Tech Challenge Grant

409.2140, 16-17

The purpose of this project is to create a study abroad program between Santa Fe College and the *Servicio Nacional de Aprendizaje* (SENA) center in Cartagena, Colombia. This project will promote study abroad, entrepreneurship, cybersecurity, and bilingualism among information technology (IT) students at our respective institutions. The project will develop a new virtual collaboration and conduct a new faculty and student exchange program that will advance the U.S. Department of State's goal of fostering region-wide prosperity through greater international exchange. Students will gain academic, personal and professional development as well as prepare them to meet the needs of the global job market.

The amount of funds requested from the Partners of the Americas Foundation and the U.S. Department of State (DOS) is \$25,000, with matching funds of \$59,942 from Santa Fe College.

Duration of this project is April 1, 2017, through March 31, 2018.

Operating budget impact: Funds from existing college budget.

Board Action(s) 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 8.1 (408.2299).

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

Peaceful Paths – Memorandum of Understanding – Collaborative
Community Partnership

409.2141, 16-17

The purpose of this project is for Santa Fe College (SF) to provide quarterly life skills classes at Peaceful Paths outreach offices to address a variety of topics from managing stress, interview skills, and professional networking. In addition, the Santa Fe College Displaced Homemakers Program (DHP) will offer individualized and group classes in job readiness skills, computer literacy and employment services at the SF Northwest Campus for survivors referred from the Campus project. This is year one of a three-year project.

The amount of funds requested from Peaceful Paths, Inc. for year one is \$6,000, with no matching funds from Santa Fe College. The total funding for this three-year project is \$18,000.

Duration of this project is March 1, 2017, through February 28, 2018.

Operating budget impact: None

Board Action(s) 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 8.1 (408.2299).

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

Reporting for the Santa Fe College Foundation, Trustee Mallini stated that the Women of Distinction luncheon is March 16 at the UF Hilton. Chair Lee added that this year's honorees are incredible women and encouraged everyone to attend. The Spring Arts Festival poster unveiling is March 21 at the Spring Arts House at 5:30 p.m. with the Festival on April 1-2. It was noted that this year there would be 220 artists participating with the highest number of new artists participating in the history of the event. In addition, the Athletics Hall of Fame Induction Ceremony is April 22 in the Fine Arts Hall from 10:30 a.m. to 1 p.m.