

The Chair called the regular meeting of the Board of Trustees to order at 3:00 p.m. on Wednesday, September 25, 2019 and asked that everyone stand to recite the Pledge of Allegiance. The meeting was held at the Hampton Center.

Members Present: Joyce Brancato, Chair  
 Bobby Durrance, Vice Chair  
 Rusty Branson  
 James D. Henningsen, Board Secretary  
 Robert Batsel, College Attorney

Members Absent: Bill Edgar

Jessica Kummerle, Robert Reynolds, Chris Knife, Vernon Lawter, Lois Brauckmuller, Rod McGinnes, Judy Menadier, Jason Steuber, Jillian Ramsammy, Ron Kielty, Joe Mazur, Berry Davis, Mark Paugh, Carol W. Smith, Jennifer Fryns, Stephanie Cortes, Allan Danuff, Tammi Viviano-Broderick, Steve Ash and Sherri Hinkle

The Chair reported that the meeting had been properly noticed, the agenda was available one week prior to the meeting and there was a quorum present.

The Chair asked if there was anyone in the audience that wished to address the Board. As there were no requests for public comment, the Chair moved to the next item on the agenda.

Dr. Henningsen recognized Dr. Jason Steuber as the new Director of the Appleton Museum.

The Chair presented the Consent Agenda for approval, which included the following items:

The minutes of the August 28, 2019 District Board of Trustees meeting.

**Recommend Board approval of the following:**

**Full -Time Positions:** That the record indicates that the following person(s) were authorized by the President to fill the following full-time position(s) by funding source:

**Operating Fund 1:**

Conway, Terrence L. – E-Learning Specialist – E-Learning – September 1, 2019  
 Davidson, Marie L. – Faculty – Equine Studies – August 16, 2019  
 Feliciano, Alexander – International Student Admissions and Advising Specialist – Admissions & Records – September 16, 2019

**Grants and Contracts – Fund 2:**

None this reporting period.

**Auxiliaries – Fund 3:**

None this reporting period.

**Reorganizations:**

**Business & Technology Effective July 1, 2019**

Chauncey, Arlene F. – Staff Assistant II – Business & Technology to Specialist – Perkins Grant – Business & Technology

**CALL TO ORDER**

**PRESENT**

**ABSENT**

**OTHERS IN ATTENDANCE**

**PUBLIC COMMENT**

**RECOGNITION**

**CONSENT AGENDA**

**Minutes**

**Personnel Report**

**Adjunct Instructors:** That the following persons be appointed to teach credit courses on a term-by-term basis as needed:

Arner, Joseph N.	Feehan, Richard J	Magamoll, Allison B.
Baumgardner, Lawrence	Guzman, Daniel D	Spivey, Brian D.
Carter-Eldridge, Carla A.	Koenig, Albert A.	Wetherington, Jason M.

**Instructors, Hourly – Non-Credit:** That the following persons be appointed to teach non-credit Continuing Education Criminal Justice, Public Service or Corporate Training courses on an as-needed basis:

Hord, Paul D.	Moreland, Ann M.
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**Temporary Part -Time Career Service: OPS**

Bork, Lauren	Forster, Ian R.	Murray, Christopher
Chauncey, Ethan G.	Licardo, Sherry L.	Sebastian, Miriam
Defrancisco, Dylan A.	Naymon, Sheila A.	Smith, Sherica S.
Diaz, Alisson J.	Moore, Kimberly L.	

**Temporary Part -Time Hourly:** That the record indicates that the following persons were authorized by the President to fill temporary positions to be paid an hourly rate of \$8.46:

Alagba, Racheal	Hernandez, Andrea	Patel, Divya B.
Bagnasco, Jennifer L.	Hess, Rebecca R.	Shinaberry, Alyssa D.
Booker, Ariyon M.	King, Chloe M.	Sigler, Rachel
Butler, Emily M.	Munoz Munoz, Ariadna Y.	Wengler, Jacob A.
Cortes Lopez, Rosedali		

**Notification of engagement in outside employment or extra college activities:**

None this reporting period.

**Retirements:** That the following individual(s) be approved for retirement:

None this reporting period.

**Resignations:**

Conway, Terrence L. – Staff Assistant III – E-Learning – August 31, 2019  
 Makoid, Clara – Assessment Specialist – Student Services – August 16, 2019  
 Peirano, Ashley E. – Coordinator- Benefits & Special Projects – Human Resources – September 4, 2019  
 Doty, Danielle D. – Manager – Community Relations – Marketing, Public & Community Relations – September 09, 2019

**Terminations.**

None this reporting period.

**Separation from the College due to end of temporary appointment:**

None this reporting period.

**Separation from the College due to end of grant funding:**

None this reporting period.

**Separation from the College due to Leave of Absence:**

None this reporting period.

**Separation from the College due to Elimination of Position:**

None this reporting period.

**Completion of 90-Day Observation Period:** The following employee(s) successfully completed the required 90-day observation period:

Clinton, Jamie W. – Data Analyst/Reporting Coordinator – Institutional Effectiveness  
 Harrison, Alicia M – Student Services Specialist – Enrollment Services – Citrus  
 Herbst, Teresa L. – Payroll Specialist - Payroll  
 Lee, Wanda – Manager – Testing and Assessment – Student Services  
 Pfeiffer, Victoria FA – Groundskeeper – Facilities

At the August meeting, the Curriculum Committee recommended several course and program modifications, a new program and new courses to the current curriculum, which the President has recommended for approval.

The Board was asked to ratify approval one (1) Appleton Museum of Art Loan.

Upon a motion by Rusty Branson, seconded by Bobby Durrance and unanimously carried, the Board approved the items on the Consent Agenda. Copies of all materials relating to this portion of the agenda are on file in the President's office.

Rod McGinnes, Associate Dean for Health Sciences presented an update on the Hampton Center. The dental program has a full student class for assisting and hygiene is being presented to the committee for approval as a new program. The physical therapy program is at capacity and students provide 120 free sessions each year and perform fall risk screenings in the community. Community programs include Youth Build which provides students with construction training for certification, vocational testing and rehab and tax preparation services. Community partnerships include SECO, Duke Energy, Ocala Electric and Liberation Ocala African American Council. Friday Talks are held on the campus the last Friday of each month and sponsored by the CEP. A partnership with the Marion County Health Department provides dental services to over two thousand patients per year.

Dr. Paugh, Vice President of Academic Affairs, presented the Board the Florida College System (FCS) 2019 Annual Textbook Affordability Report in accordance with Florida Statue 1004.085 that requires district boards of trustees of all Florida Colleges to report to the FCS Chancellor on an annual basis the factors that influenced the textbook and instructional materials selected to ensure maximum affordability. After discussion and upon a motion by Rusty Branson, seconded by Bobby Durrance and unanimously carried, the Board approved the FCS 2019 Annual Textbook Affordability Report.

Mr. Robert Batsel, Jr., College Counsel, presented the Board the proposed Marion County Hospital District Second Memorandum of Understanding representing a commitment of \$3,500,000 to support the Health Sciences Technology Education Center on the Ocala Campus and Dental Hygiene Program development. After discussion and upon a motion by Bobby Durance, seconded by Rusty Branson and unanimously carried, the Board approved the Second Memorandum of Understanding with the Marion County Hospital District and authorized the Board Chair to sign the agreement on behalf of the college.

**Curriculum Changes****Appleton Museum of Art Loan Agreement****Approval of Consent Agenda****PRESENTATION****Hampton Center Update****OTHER BUSINESS****Florida College System Annual Textbook Affordability Report****Marion County Hospital District Second Memorandum of Understanding**

Dr. Henningsen presented the following Board policies for a first reading and Equity Officer, Dr. Carol W. Smith, gave a brief summary:

- (1) 1.01 - Equal Access/Equal Opportunity
- (2) 1.03 – Discrimination, Harassment, and Related Misconduct

Upon discussion, the Chair accepted the policy for first reading and authorized advertisement of the required public hearing.

Mr. Mazur, Vice President of Administration and Finance, reviewed the highlights and variance analysis of the Monthly Financial Summary Report of revenues and expenses for the periods ended August 31st for the comparative fiscal years 2018-2019 and 2019-2020. The report included information about general college operations (Fund 1). After discussion, the Chair acknowledged receipt of the reports on behalf of the Board.

Mr. Mazur, Vice President of Administration and Finance, presented the College's unaudited Annual Financial Report (AFR) for the period ending June 30, 2019. A hardcopy and an executive summary was provided for the Board's review. Copies have been submitted to the Division of Florida Colleges as required by State Board of Education Rule. After discussion, the Chair acknowledged receipt of the report on behalf of the Board.

Dr. Jillian Ramsammy and Dr. Saul Reyes presented an update on preliminary fall enrollment and the five-year annual enrollment. Enrollment trends over the last 10 years have declined but are leveling. The five year trend in the Florida College System has declined sharply. Baccalaureate programs and student head count continue to increase. High school graduate enrollment has increased in Levy county, decreased in Citrus and leveled off in Marion. Fall enrollment is down a percent in both head count and full-time enrollment from last year. New programs include a September Start and February Start which are 12-week terms to assist students in completing enrollment to begin class.

Female students represent the majority at 63%, median age is 21 with 18-24 year olds representing over 50% and the dual enrollment population is 1,126 or 11%. Fall-to-fall headcount from 2018 to 2019 is the same for the A.A., A.S. and Baccalaureate programs. A two-pronged approach of marketing and admissions strategies is being implemented. On the marketing side, strategies include such things as focusing on the website, more radio and Facebook presence, and targeting of print ads. On the admissions side, strategies include customer relations management, high school and employer recruitment and process improvement.

Dr. Henningsen recognized Bobby Durrance for his ten years of service to the Board.

**Council of Presidents.** Jessica Kummerle, Governmental Relations Director, and I attended the AFC Council of Presidents meeting on Thursday, September 19, in Tallahassee. The presidents approved to support a bill to provide funding for the Florida College System Risk Management Consortium, due to losses caused by hurricanes. In addition, the council approved opposition to any bill that would permit concealed or open carry on college campuses as well as allowing school district career centers from offering an Associate's Degree in Nursing. There was also much discussion on the new funding formula model that was presented by **Florida Education Commissioner Richard Corcoran.**

## FIRST READING

### 1.01 – Equal Access/Equal Opportunity

### 1.03 – Discrimination, Harassment, and Related Misconduct

## ACKNOWLEDGE RECEIPT

### Financial Information – Monthly Financial Summary Report

### Annual Financial Report

## FOR INFORMATION ONLY

### Preliminary Fall Enrollment Report and Five-Year Annual Enrollment Report

## BOARD CHAIR/ TRUSTEE COMMENTS

## PRESIDENT'S REPORT

### Council of Presidents

**Legislative Update.** The State Board of education approved the Legislative Budget Request (LBR) for the Florida College System. A copy of the LBR is attached. They also approved the Florida College System Project Priority Methodology and the Public Education Capital Outlay (PECO) Project List. The CF Health Science Technology Education Center is currently ranked number 5 out of 57 projects in our system.

**Legislative Update**

In September, I presented at the Marion, Citrus and Levy Legislative Delegation Hearings. I updated the legislative delegation members on the college and system priorities for 2020 session. CF was the host for the Marion County Legislative Delegation Hearing with over 100 attendees held on September 10.

In September, **Jessica Kummerle** and I met with legislators and provided them with CF Advocate Awards for their dedication to the college during 2019 session, including **Senate President Bill Galvano**, **House Appropriations Chairman Travis Cummings**, **Representative Ralph Massullo** and **Representative Clovis Watson**. These members were not able to make the August 13<sup>th</sup> thank you reception at the Appleton. We also met with the Senate Higher Education Appropriations Chair, **Senator Kelli Stargel**.

**Citrus Campus Update.** CF will be the venue sponsor for the upcoming Citrus 2030 Vision Check event on Saturday, October 5 from 8:30 a.m. – 4:00 p.m. The event, open to the public, is a follow-up to the Citrus 2020 project originally launched in 1995. The 2030 vision check event will focus on ten separate focus groups, including groups exploring the future direction of education and economic development in the county. There is a \$15 cost to register for the event at [www.citrus2030.org](http://www.citrus2030.org). **Marc Shapot**, Maintenance Coordinator, and **Dr. Vernon Lawter**, Vice President of Regional Campuses, serve on the planning committee as the education representatives.

**Citrus Campus Update**

**Jack Wilkinson Levy Campus Update.** On September 12, CF sponsored the Nature Coast Business Development Council (NCBDC) annual goal setting workshop. NCBDC is the Levy County economic development organization which meets on alternating months on campus. More than 30 community guests participated in the workshop which featured a presentation by **Jeff Hendry**, Executive Director of the North Florida Economic Development Partnership. **Dr. Vernon Lawter** serves on the NCBDC Board of Directors.

**Jack Wilkinson Levy Campus Update**

**CEP Leadership Ocala/Marion to Visit Ocala Campus.** CF will welcome Class XXXIII of Leadership Ocala Marion (LOM) to the Ocala Campus on October 8 during their Education Day. Participants will visit the Health Sciences Simulation Center, learn about CF’s academic programs and more. LOM is a program of the Ocala/Marion County Chamber and Economic Partnership.

**CEP Leadership Ocala/Marion to Visit Ocala Campus**

**Shop Talk Breast Cancer Awareness Luncheon.** CF will host the Shop Talk Breast Cancer Awareness program on Wednesday, October 9, at 11:30 a.m. in the Ewers Century Center. The speakers will be **Dr. George Rossidis**, General Surgery and Advanced Laparoscopy with Ocala Health Surgical Group, and **Michelle Sawdon**, RN, a breast cancer nurse navigator with Ocala Health. RSVP at [www.CF.edu/ShopTalk](http://www.CF.edu/ShopTalk). The program is facilitated by CF Marketing and Public Relations in partnership with the Ocala Royal Dames for Cancer Research Inc. and Ocala Health.

**Shop Talk Breast Cancer Awareness Luncheon**

**Friday Talks Business Advancement Series.** The Friday Talks Business Advancement Series on September 27 will focus on “Understanding Nonverbal Communication,” with **Dr. Henri Benlolo**, Dean of Student Services. The monthly program is held at the Hampton Center in partnership with the CEP and begins at 8:30 a.m.

**Friday Talks Business Advancement Series**

**Hispanic Heritage Month Celebration.** In September, students in the Bachelor of Science in Early Childhood Education program worked with College Park Elementary to provide support and participation to the school’s Hispanic Heritage Month Celebration.

**Hispanic Heritage Month Celebration**

**StartSmart.** Guest speaker, **Rachel Richards**, author of *Money Honey*, presented as part of the student speaker series funded through the Title III supplemental grant, as part of the StartSmart initiative. She spoke to a crowd of 90 students, faculty and staff in the Dassance Auditorium on September 12, 2019.

**StartSmart**

**Foundation Update.** The 2019 CF Distinguished Service Award will recognize posthumously **Mrs. Mary Brent Kraus** at the December 13, 2019, graduation ceremony. Mrs. Kraus has been a loyal and ardent advocate, volunteer and supporter of the Appleton Museum of Art and the College of Central Florida. She had agreed to accept the honor prior to her unexpected passing. Her support was instrumental in helping create the state-of-the-art Nursing Simulation Center on the Ocala Campus, and the Daniel and Mary Brent Kraus ARTSpace at the Appleton. Nominations for Distinguished Alum are open on the website until October 31.

**Foundation Update**

**Florida Association of Chamber Professionals.** Associate Vice President **Dr. Jennifer Fryns** was selected as a member of a panel to present at the Florida Association of Chamber Professionals Annual Conference on September 18, along with **Dean Blinkhorn** of the Chamber and Economic Partnership (CEP), **Mark Vianello** of Marion County Public Schools, and **Cory Weaver** of CareerSource Citrus Levy Marion. The presentation was titled “Talent Development Tips on a Next-To-Nothing Budget (The “3 Es” Approach)” and reinforced the power of partnerships between the presenter’s organizations in producing a strong workforce development eco-system.

**Florida Association of Chamber Professionals**

**2019 Careers and College Expo.** The Careers and College Expos were recently held at the CF Ocala (Aug. 28) and Citrus (Sep. 9) campuses. The annual expo events are co-sponsored with our local school districts. More than 20 colleges and businesses were represented and 240 guests attended the Citrus event and over 1,300 students and parents attended the event at Ocala Campus.

**2019 Careers and College Expo**

**Student Life and Student Activity Board.** The CF’s Veterans Association was proud to announce a very successful 911 Remembrance event on September 11. There was a video playing, and flags and signs were placed that showed a timeline of events of that morning. In addition, they prepared a banner. **Betty Townsel**, Secretary of the association, estimated approximately 500 signatures on the banner including students and staff of CF, students and staff of the University of Florida, first responders, military personnel and the general public. This was a Veterans Association collaboration.

**Student Life and Student Activity Board**

**Student Life.** The Ocala SAB hosted the Welcome Back and Club Rush Event on August 28, with 510 student participants. (Last fall, 374 checked-in.) Thirty-nine clubs participated along with 5 employers, a local Kiwanis Club, the Marion County Supervisor of Elections (5 new voter applications and 9 election worker applications were submitted), and Campus USA.

**Student Life**

**Athletics.**

**Athletics**

**Volleyball.** Volleyball with a 12-3 record is currently ranked # 3 in the State and # 8 nationally and started conference play last night at Daytona State College.

**Men’s and Women’s Basketball.** Begin practicing on Tuesday, October 1 with the season opening on November 1st with men at St. Petersburg College and women at Florida Southwestern State College.

**Baseball and Softball.** Fall scrimmages have begun. Baseball has 40 participants trying-out for 26 spots on the roster and softball has a completed roster with 24 players.

**Other.** The 2018-2019 final athletic academic report has been filed with the FCSAA:  
Cumulative Success Rate (total number of 1st and 2nd year participants who successfully transferred and/or graduated divided by the total number or 1st year transfers and 2nd year participants) was 97%. The state average was 86.9%.  
Graduation Rate (total number of 2nd year participants who graduated) was 97% and the state average was 82.5%.

Total number of participants= 95

Total number of Academic All-Conference (3.00 GPA or higher)= 44

Total number of Academic All-State=31(3.30 GPA or higher)= 31

Total number of NJCAA All-Academic 1st Team (4.00 GPA)= 6

Total number of NJCAA All-Academic 2nd Team (3.80+ GPA)= 4

Total number of NJCAA All-Academic 3rd Team (3.60+ GPA)= 6

Total number of community service projects= 25

## Appleton.

Appleton

### Exhibits, Education and Events Update

#### ➤ Exhibits

- Through September 29

##### *Mobile Photography Exhibition*

An exhibition of approximately 450 photos collected during the 2019 “Mobile Photography Contest,” covering three categories: Landscapes, In the Museum, and My Kid Took That, with a special display for the top photo in each category.

- Through October 20

##### *Urban Chatter: Sharon Kerry-Harlan*

Using thread and sun-baked cloth, “the density of contemporary city living,” provides the inspiration for Kerry-Harlan’s “Urban Chatter” series. The figures and faces seem to meld abstraction, African sculptures and ritual masks among mid-century urban music references from the Harlem jazz scene.

- *Do Not Bleach: Stephanie Brown*

Through a series of mixed media installations, “Do Not Bleach” expresses and encourages melanin positivity, whether one is dark-skinned, light-skinned, or somewhere in between. The show also features a selfie interactive where visitors are encouraged to try on one of her signature “Do Not Bleach” T-shirts and take a photo.

- Through January 12

##### *Florida Impressions: Relief Prints by Leslie Peebles*

Leslie Peebles is an ardent environmentalist and naturalist who connects her audience to the flora and fauna of Florida. Our state’s vanishing wilderness, from the Everglades to Okefenokee Swamp, has become a big source of inspiration for Leslie’s work. Her primary medium is printmaking; woodcut and linocut relief print, letterpress and collagraph.

#### ➤ Education

- PACE Center for Girls visited on August 16 for a special workshop with artist Stephanie Brown, whose work is on view in “Do Not Bleach.” Two girls from PACE attended, along with two PACE staff members.
- 950 children and adults came through the Artspace in the month of July for art activities.

#### ➤ Events

- August 13 – Legislative Thank You Event  
Dr. Henningsen hosted a thank you reception at the Appleton Museum of Art. The Marion County legislative delegation members were presented with individual Appleton Advocate Awards, and a commemorative plaque honoring their support for restoring funding to the museum has been installed in the museum courtyard.
- August 24 – “Lost Springs” Film Showing  
Nearly 300 people attended this film showing, where artist Margaret Tolbert gave brief remarks before the film.

The next meeting will be held *Wednesday, October 30, 2019*, at 3 p.m. at the Ocala Campus.

There being no further business to come before the Board, a motion was made by Rusty Branson, seconded by Bobby Durrance to adjourn the meeting at 4:24 p.m.

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Joyce Brancato, Chair

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James D. Henningsen, Secretary

**Next Board Meeting**

**ADJOURNMENT**