

The Chair called the regular meeting of the Board of Trustees to order at 3:00 p.m. on Wednesday, August 25, 2021. The meeting was held on the Ocala Campus.

Members Present: Bill Edgar, Chair  
Rusty Branson, Vice Chair  
Robert Durrance  
Joyce Brancato  
Gabe Bullaro

James D. Henningsen, Board Secretary  
Robert Batsel, College Attorney

Members Absent: None

Chris Knife, Chuck Prince, Mark Paugh, Saul Reyes, Vernon Lawter, Robert Reynolds, Jennifer Fryns, Jessica McClain, Lois Brauckmuller, Jillian Ramsammy, Katie Hunt, Judy Menadier, Allan Danuff, Alton Austin, Mickey Guerinn, Jean Imes, Jason Steuber, Berry Davis, Frank Rasbury and Sherri Hinkle

General Counsel, Robert Batsel, provided an update on participation by a board member remotely due to a health emergency. Upon a motion by Chair Bill Edgar, seconded by Gabe Bullaro, the board approved member participation remotely due to a health emergency.

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.

Dr. Henningsen recognized Robert Durrance as outgoing Chair for the 2020-2021 year.

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

The minutes of the June 23, 2021 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:**

Abraham, Saley – TEMP – Faculty – Engineering – Business & Technology – August 16, 2021  
Ash, Jong Hyun – TEMP – Faculty – Communications – August 16, 2021  
Bryan, Danielle D. – Staff Assistant III – Humanities & Social Sciences – July 19, 2021  
Davidson, Marie L – Faculty – Equine Studies – August 16, 2021  
Dick, Sage L. – Dual Enrollment Coordinator – Enrollment Management – August 02, 2021  
Eckenroth, Laura M. – Faculty – Nursing (BSN) – Health Sciences – August 16, 2021  
Gonzalez, Gessica E. – Educational Advisor – Student Success – August 02, 2021  
Griffis, Jason A. – PC/AV Technician – Information Technology – August 02, 2021  
Guerin, Nelson J. – Manager – Public Safety (from Trainee Status to Regular Status) – June 01, 2021  
LaPointe, Mary Anne – Executive Administrative Assistant – Administration & Finance – August 16, 2021  
Luffman, Jennifer W. – Faculty – Dental Assisting – Health Sciences – August 16, 2021  
Matoba, Robert D. – Faculty – EMS – Health Sciences – August 16, 2021  
McKown, Jessica R. – Faculty – Clinical Coordinator Surgi-Tech – Health Sciences – August 16, 2021  
Puiia, Kim M. – Faculty – Nursing (ADN) – Health Sciences – August 16, 2021  
Sadler, Michael S. – Coordinator – Maintenance – Facilities – Citrus Campus – July 19, 2021  
Thibault, Jessyca A. – Student Activities Outreach Coordinator – Student Affairs – Citrus Campus

**CALL TO ORDER**

**PRESENT**

**ABSENT**

**OTHERS IN ATTENDANCE**

**RECOGNITION**

**PUBLIC COMMENT**

**CONSENT AGENDA**

**Minutes**

**Personnel Report**

– July 16, 2021

Whitehead, Sherie N. – Assistant Director – Financial Aid – August 16, 2021

**Grants and Contracts – Fund 2:**

None this reporting period.

**Auxiliaries – Fund 3:**

Smith, Elizabeth P. – Specialist II Food Services – Conference Services – August 02, 2021

**Auxiliaries – Fund 7:**

None this reporting period.

**Reorganizations:**

**Office of the President, Effective July 1, 2021**

Hinkle, Sherri L. – From Executive Administrative Assistant to the President to Manager – Office of President and Board Operations.

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

Arniella, Esteban D.	Enomoto, Masatoshi	Swanson, Emily K.
Atchison, Leontyne L.	Gibb, John C.	Thompson, Joshua B.
Currie, Brandy R.	Rodriguez Merlo, Kenia E.	

**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:

Bultron-Rodriguez, Cristina	Johnston, Hubert R.	Spinelli, Dominic J.
Callahan, Tamra J.	Medlin, Justin K.	Steffey, Tricia R.
Cumbest-Geer, Tonya D.	Richmond, Amanda J.	Thomas, Joshua R.
Dresher, Matthew T.	Rutter, Mark A.	Turbeville, James A.
Heinrich, Ryley J.		

**Temporary Part -Time Professional:**

Baron, Megan T.

**Temporary Part -Time Career Service: OPS:**

Bowman, David M.	Fahndrich, Kristin	Ruger, Stanley D.
Cassuto, Regina MA	Ford, John P.	Sebastian, Miriam
Chauncey, Ethan G.	Pistolese, Susan E.	Van Brunt, Haven E.
Demetropoulos, Grace A.		

**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 \$8.56:

Ahn, Isaac	Feza, Eden B.	Wilson, Debra O.
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**Notification of engagement in outside employment or extra college activities:**

None this reporting period.

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

Anthony, Frances C. – Accounting Specialist III – Financial Operations – July 31, 2021

Gesner, David E. – Faculty – EMS – Health Science – Date Change from August 15, 2021 to August 27, 2021

MacKenzie, Stephen H. – Faculty – Sciences – July 31, 2021

Murphy, Susan A. – Staff Assistant IV – Public Service – Criminal Justice Institute – September 30, 2021

**Resignations:**

Currie, Brandy R. – Faculty – Communications – August 10, 2021

James, Mikel J. – Coordinator – Educational Opportunity Center – August 13, 2021

LaPointe, Mary Anne – Staff Assistant IV – Purchasing – August 15, 2021

Martinez, Erika M. – Dual Enrollment Coordinator – Enrollment Management – July 1, 2021

Parada, Emily A. – Staff Assistant III – Communications & Sciences – July 15, 2021

Paugh, Joshua J. – Educational Advisor – Student Success – July 01, 2021

Pierazek, Phyllis A. – Coordinator – Visual & Performing Arts – June 30, 2021

Prigge, Jr, Roger G. – First Year Success Specialist – Student Success – July 31, 2021

Reed, Lillian – Financial Aid Specialist I – Financial Aid – July 22, 2021

Thibault, Jessyca A. – First Year Success Specialist – Student Success – July 15, 2021

Whitehead, Sherie N. – Accountant III – Financial Operations – August 15, 2021

**Terminations:**

Jenkins, Andrew C.– Faculty – Communications – June 14, 2021

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

None this reporting period.

**Separation from the college - Other:**

Davis, Tania A. – Programmer Analyst III – Information Technology – August 15, 2021

**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.

**Sabbatical:**

Rosen, Lee H. – Faculty – Humanities & Social Sciences – August 16, 2021 – Fall 2021 & Spring 2022

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

None this reporting period.

The Board was asked to approve the disposal of 37 items of surplus property valued at \$78,123.44 in accordance with applicable state law, State Board of Education rules, and Board policy.

The Board was asked to ratify approval of four (4) Health Care Affiliation & Internship Agreements and gives authorization to the Board Chair to sign the agreements on behalf of the College of Central Florida.

The Board was asked to ratify approval of eight (8) Agreement for Services of International Independent Contractors and gives authorization to the Board Chair to sign the agreements on behalf of the College of Central Florida.

The Board was asked to approve the renewal of an articulation agreement with the School Board of Lake County that addresses the use of articulated mechanisms for students in certain programs of study to gain real-world training and initiatives to enhance Career Pathways, Remediation and Teacher Preparation efforts at the post-secondary school level in Lake County Public Schools. The agreement is valid for the 2021-2022 school year.

The Board was asked to approve the renewal of the Master Workforce Services Contract #PY21-02. This “Master Contract” approach allows Citrus Levy Marion Regional Workforce Development Board, Inc. d/b/a CareerSource Citrus Levy Marion (formerly known as Workforce Connection) to more efficiently gain contract approval when working with board member agencies, such as CF. CareerSource Citrus, Levy, Marion will continue to use individual agreements to obligate funds for specific projects/training programs under this Master Agreement. This renewal will extend the Master Workforce Services Contract to June 30, 2022 with the option to extend this contract for a one-year period, four years total, contingent upon funding received by CareerSource Citrus Levy Marion and satisfactory performance by the college.

The Board was asked to approve the articulation agreement between the District Board of Trustees of College of Central Florida and Lockheed Martin to address the use of articulated mechanisms for students in certain programs of study to gain real-world training and initiatives to enhance Career Pathways, Remediation and Engineering Preparation efforts at the post-secondary school level.

The Board was asked to approve the renewal of an Inter-Institutional Agreement between the College of Central Florida and University of Central Florida for room and office use at the College for a period of three (3) years.

The Chair presented the Consent Agenda for approval. Upon a motion by Joyce Brancato, 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.

Katie Hunt, Director of Facilities, gave a facilities presentation to include an operational response to the pandemic. Updates were provided on the Levy welding lab renovation, Phase 3 of the Health Science Technology Center, Building 6 health science remodel, and the Hampton dental hygiene remodel. Information was provided on the Energy Performance Contract to include the west campus chiller plant in building 23, directional boring on the east campus virtual plant, and the building 3 exterior hardscape.

**Property  
Donations/Dispositions**

**Health Care Affiliation &  
Internship Agreements**

**Agreement for Services of  
International Independent  
Contractors**

**School Board of Lake  
County– Mid Florida  
Career Pathway  
Consortium - Renewal**

**Master Workforce  
Services Contract #PY21-  
02 between Citrus Levy  
Marion Regional  
Workforce Development  
Board, Inc. d/b/a  
CareerSource Citrus Levy  
Marion – Renewal**

**Lockheed Martin  
Articulation Agreement**

**University of Central  
Florida – Renewal**

**Approval of Consent  
Agenda**

**PRESENTATION**

**OTHER BUSINESS**

The Board was asked to approve the School Board of Alachua County Articulation Agreement for Internships Amendment. Upon a motion by Joyce Brancato, seconded by Gabe Bullaro and unanimously carried, the Board approved the School Board of Alachua County Articulation Agreement for Internships Amendment.

**School Board of Alachua County Articulation Agreement for Internships - Amendment**

The Board was asked to approve the Health Science Technology Center, Ocala Campus, Building 6, Health Science Remodel – Hunton Brady Architects, P.A. Proposal. Upon a motion by Bobby Durrance, seconded by Gabe Bullaro and unanimously carried, the Board approved the Health Science Technology Center, Ocala Campus, Building 6, Health Science Remodel – Hunton Brady Architects, P.A. Proposal.

**Health Science Technology Center, Ocala Campus, Building Health Science Remodel – Hunton Brady Architects, P.A. – Proposal**

The Board was asked to approve change orders #1 and #2 for Building 3 Exterior Hardscape – Tallen Builders. Upon a motion by Joyce Brancato, seconded by Bobby Durrance and unanimously carried, the Board approved change orders #1 and #2 for Building 3 Exterior Hardscape – Tallen Builders.

**Building 3 Exterior Hardscape – Tallen Builders Change Orders #1 and #2**

**ACKNOWLEDGE RECEIPT**

Chuck Prince, 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 July 31 for the comparative fiscal years 2020-2021 and 2021-2022. The report also included additional financial information about all operating funds at the college. The Chair acknowledged receipt of the reports on behalf of the Board.

**Financial Information – Monthly Financial Summary Report**

**FOR INFORMATION ONLY**

Chuck Prince, Vice President of Administration and Finance, provided an update on Higher Education Emergency Relief Funds (HEERF). The Chair acknowledged receipt of the report on behalf of the Board.

**Higher Education Emergency Relief Funds (HEERF)**

Dr. Vernon Lawter, Vice President, Regional Campuses, presented an Operational Update to the Board to include current national, state and local information on COVID-19 as well as the status of vaccinations.

**Operational Update**

Chuck Prince, Vice President of Administration and Finance provided an operational update. CF is offering a vaccination incentive of \$300 to full and part-time employees who receive one or both doses by October 31. Incentives are funded through HEERF funds. The board was asked to consider authorizing the President to sign change orders not to exceed 20% of the approved amount of the project prior to board approval. Any signed change orders would be presented to the board at the next meeting for ratification. The request will be brought as an agenda item for approval at the September meeting.

Dr. Saul Reyes, Vice President of Enrollment Management and Student Affairs provided a fall enrollment update that included highlights from state and national college enrollment. Despite a decrease in fall enrollment at CF, initiatives such as debt forgiveness, call campaigns, and other initiatives are being implemented. Additional strategies of recruiting and marketing are also underway.

**Enrollment Update**

Jessica McClain, Director, Government Relations and Special Assistant to the President, updated the board on the legislative priorities for the Florida College System Council of Presidents (COP) and also for the College. The COP is requesting \$60M for workforce education, \$39.8M for PECO Maintenance and Repairs and continued support for Performance Funding. The college is requesting support for the Phase 2 of the Plan B Health Science Technology Education Center. A

**Legislative Update**

one-story building, 35,000 sq. ft., focused on expanding our nursing program. The college is also looking into funding options for the Vintage Farm.

There were no trustee comments.

Dr. Henningsen presented the President's Report to the board which included updates on student welcome stations, regional campuses, the health sciences technology education center as well as highlights from Academic Affairs, Marketing and Public Relations, the CF Foundation, Diversity and Inclusion, Grant Department, Enrollment Management and Student Affairs, and the Appleton Museum of Art.

**Next Board Meeting.** Our next meeting will be held **Wednesday, September 22, 2021 at 3 p.m.** at the Hampton Center.

There being no further business to come before the Board, Chair Bobby Durrance declared the meeting adjourned at 4:24 pm.

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William H. Edgar, Chair

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James D. Henningsen, Secretary

**BOARD CHAIR/  
TRUSTEE COMMENTS**

**PRESIDENT'S REPORT**

**Next Board Meeting**

**ADJOURNMENT**