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**College of Central Florida  
Meeting of the District Board of Trustees  
Wednesday, September 24, 2025  
3:00 pm  
Hampton Center**

**A G E N D A**

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**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

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**PUBLIC COMMENT**

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**MEETING MINUTES**

1. Adoption of Minutes
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**CONSENT AGENDA**

**Routine Business**

2. Personnel Actions
3. Property Donations/Dispositions

**Agreements, Contracts, Leases**

4. Health Care Affiliation & Internship Agreements
  5. DLR Group- Criminal Justice Institute- Change Order No. 1
  6. President's Contract Addendum
- 

**OTHER BUSINESS**

**For Approval**

7. Textbook Affordability Report 2024-2025
8. Spending Plan for Fund Balance

**Acknowledge Receipt**

- 9. Financial Information – Monthly Financial Summary Report
- 10. Annual Financial Report (AFR)

**For Information Only**

- 11. Hampton Center Updates

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**BOARD CHAIR/TRUSTEE REMARKS**

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**PRESIDENT’S REPORT**

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**ADJOURNMENT**

**COLLEGE OF CENTRAL FLORIDA**

1

**AGENDA ITEM NUMBER**

FOR BOARD MEETING SCHEDULED: September 24, 2025

SUBJECT: Minutes of the August 27, 2025 Meeting

INITIATOR: Dr. James D. Henningsen,  
President

DATE: September 17, 2025

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**OBJECTIVE AND PERTINENT FACTS:**

The college requests approval of the August 27, 2025 minutes of the meeting of the District Board of Trustees.

**RECOMMENDATION/ACTION REQUESTED:**

That the Board approve the minutes of the meeting of the District Board of Trustees held August 27, 2025.

Board of Trustees Meeting Minutes	August 27, 2025
<p>The Chair called the regular meeting of the Board of Trustees to order at 3:00 p.m. on Wednesday, August 27, 2025 and asked that everyone stand to recite the Pledge of Allegiance. The meeting was held on the Ocala Campus</p>	<p><b>CALL TO ORDER</b></p>
<p>Members Present: Charlie Stone – Chair      Joyce Brancato – Vice Chair  Rusty Branson      Bobby Durrance  William Edgar      Fred Roberts, Jr.  Jose Juarez      James Henningsen, Board Secretary</p>	<p><b>PRESENT</b></p>
<p>Members Absent: None</p>	<p><b>ABSENT</b></p>
<p>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.</p>	
<p>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.</p>	<p><b>PUBLIC COMMENT</b></p>
<p>Dr. Henningsen introduced Marjorie McGee, Director of Student Life who introduced the 2025-2026 Student Activity Board. Marissa Brown, Manager of Admissions and School Relations, Advisor of the CF Ambassadors introduced the 2025-2026 Student Ambassadors. The students commented on the programs they are attending and some thanked the BOT for their commitment to CF and the students.</p>	<p><b>RECOGNITIONS</b></p>
<p>Dr. Henningsen recognized Trustee Jose Juarez who was appointed last week by Governor DeSantis.</p>	
<p>Dr. Henningsen recognized Trustee Durrance and thanked him for his commitment to CF for serving as Chair for 2024-2025.</p>	
<p>Dr. Henningsen recognized Dr. Saul Reyes, Vice President of Enrollment Management and Student Affairs as he will be leaving CF to take on the role of President at Walters State Community College in Morristown, TN. CF is thankful for the 10 years of service from Dr. Reyes and wishes him continued success.</p>	
<p>The Chair asked for any corrections or updates to the minutes of the June 25, 2025 District Board of Trustees meeting. Hearing none, upon a motion by Trustee Branson second by Trustee Brancato and unanimously carried, the Board approved the June 26, 2025 meeting minutes as presented and authorized the Chair and President to sign on behalf of the Board.</p>	<p><b>MINUTES</b></p>
<p><b><u>Recommend Board approval of the following:</u></b></p>	<p><b>CONSENT AGENDA</b></p>
<p><b><u>Full -Time Positions:</u></b> 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:</p>	<p><b>Personnel Report</b></p>
<p><b><u>Operating Fund 1:</u></b></p> <p>Altamirano, Trysten B. – Faculty – Associate Degree Nursing 220 Day – Health Sciences – August 18, 2025  Beckham, Quincy D. – Director – Student Accounts – Financial Operations – August 01, 2025</p>	

Bunge, Claudia V. – TEMP – Faculty – Mathematics – Academic Affair – August 18, 2025

Eades, Charles W. – Dean – Criminal Justice and Public Service – August 04, 2025

Edgecombe, Lisa T. – Faculty – Associate Degree Nursing 220 Day – Health Sciences – August 18, 2025

Encarnacion, Paula Y. – Public Safety Lieutenant – Public Safety – July 16, 2025

Girod, Frank J. – Manager – Facility Operations – Facilities and Plant Operations – July 16, 2025

Hack, Ana K. – Faculty – Program Manager – Respiratory Care – Health Sciences – August 18, 2025

Haven, III, John S. – Faculty – Accounting Technology – Business, Technology & Agricultural Sciences – August 18, 2025

Kane, Elissa M. – Faculty – Communications, Citrus – Instructional Service – Citrus – August 18, 2025

Lovelady, Janet E. – Faculty – Associate Degree Nursing 168 Day – Health Sciences – August 18, 2025

Marlow, Darran Wade – TEMP – Faculty – Biological Sciences – Academic Affairs – August 18, 2025

McCadden, Dennine J. – Faculty – Associate Degree Nursing 168 Day – Health Sciences – August 18, 2025

McClellan, Amber R. – Staff Assistant III – Childcare – July 16, 2025

McNally, Shelby L. – Coordinator – Enrollment and Student Services – Regional Campuses – July 16, 2025

McConnaughey, Jessica S. – TEMP – Faculty – Dental Hygiene – Health Sciences – August 18, 2025

Meridith, Tania M. – Faculty – Associate Degree Nursing 168 Day – Health Sciences – August 18, 2025

Montalvo, Emmanuel – Trades Technician – Facilities and Plant Operations – July 16, 2025

O'Connor, Tennille I. – Faculty – Nursing 220 Day – Health Sciences – August 18, 2025

Perkins, Tracy – Faculty – Communications- Speech – Academic Affairs – August 18, 2025

Randall, Jacquelyn J. – Faculty – Clinical Coordinator – Respiratory Care – Health Sciences – August 18, 2025

Robinson, Renae K. – Dean – Teacher Education – August 04, 2025

Sepulveda, Thelma L. – Faculty – Associate Degree Nursing 168 Day – Health Sciences – August 18, 2025

Smith, Maya D. – TEMP – Faculty – Communications – Academic Affairs – August 18, 2025

Tank, Brandon M. – From TEMP to Regular Appointment – Faculty – Communications – August 18, 2025

Van Brunt, Haven E. – CF Lab School Preschool Teacher – Child Care – July 01, 2025

Walker, Christina E. – Student Services Specialist, Citrus – Student Affairs – Citrus – July 01, 2025

White, David K. – Faculty – Humanities & Social Sciences – Academic Affairs – August 18, 2025

White, Heather A. – TEMP – Faculty – Mathematics – Academic Affairs – August 18, 2025

**Grants and Contracts – Fund 2:**

Hines Adams, Teri L. – Transition Specialist / Instructor – Instructional Services –  
Levy – June 16, 2025

Rodriguez-Merlo, Luz A. – Transfer Specialist Coordinator – Student Services –  
July 16, 2025

Walker, Richard C. – Head Coach – Softball – Athletics – August 04, 2025

**Auxiliaries – Fund 3:** None this reporting period.

**Reorganizations:** None this reporting period.

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

Cook, Allan C.	Solomon, Sequita	Vann, William J.
Goodman, Timothy 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:

Amigliore, Anthony J.	Greenberg, Julie B.	Muniz, Andrew M.
Angle, Austin J.	Harvey, Gregory A.	Quiroz, Luis A.
Baker, Dana G.	Howell, Vanessa C.	Santiago, Deirdre M.
Banta, Jacob	Khan, Mohamed N.	Smith, Bethany
Boyer, Joshua T.	Kopolovits, Jessica	Stencel, Christopher M.
Breedlove, Breena	Lewis, Christopher E.	Turner, Deborah A.
Cassidy, Brian P.	Long, Adam J.	Wemhoener-Cuite, Patrick JM
Collop, Joshua C.	Martin, Calla E.	Witkus, Samantha F.
Gaudette Holmes, Sandra M.		

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

Austin, Meghan N.	Graham, Lisa	Raymundo, Rosdelyn I.
Brooks, Deirdre M.	McConnaughey, Nicholas D.	Richards, Taina
Cret Lockwood, Melissa	McCoy, Taliyah	Stein, Bradley J.
De Lima Oliveira, Ana Rebeca	McCoy, Toriana Garst, Megan E.	Williams, Tony

**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 \$15.00:

Guerrier, Celianne HL	Morris, John H.	Nguyen, Kha Le
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**Notification of engagement in outside employment or extra college activities:**

Wells, Shannon L.  
Bustamante, Iris B.

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

Knight, Lynn P. – Learning Support Specialist, Citrus – Instructional Services Citrus – August 31, 2025  
McRae, Karen B. – Faculty – Mathematics – Instructional Services Citrus – August 15, 2025

**Resignations:**

Clegg, Steven D. – Public Safety Lieutenant – Public Safety – July 25, 2025  
Martinez, Eva J. – Director – Student Accounts – Financial Operations – June 25, 2025  
Mayer, Justin R. – Manager – Facility Operations & Construction Projects – Facilities and Plant Operations – August 15, 2025  
McGinnes, Rodney S. – Associate Dean – Health Sciences – August 22, 2025  
Reyes, Saul – Vice President – Enrollment Management & Student Affairs – August 31, 2025

**Terminations:** None this reporting period.**Separation due to Internal Transfer – No Break in Service:**

Beckham, Quincy D. – Business Accounts Coordinator – Financial Operations – July 31, 2025  
Girod, Frank J. – Trades Specialist – Carpenter – Facilities and Plant Operations – July 15, 2025  
Hack, Ana K. – Faculty – Clinical Coordinator – Respiratory Care – Health Sciences – August 15, 2025  
Kane, Elissa M. – TEMP – Faculty – Communications – Academic Affairs – August 15, 2025  
Meridith, Tania M. – Faculty – Associate Degree Nursing 220 Day – Health Sciences – August 15, 2025  
Montalvo, Emmanuel – Facilities Worker – Facilities and Plant Operations – July 15, 2025  
O'Connor, Tennille I. – Faculty – Associate Degree Nursing 168 Day – Health Sciences – August 15, 2025  
Robinson, Renae K. – Faculty – Teacher Education – July 31, 2025  
Sepulveda, Thelma L. – Faculty – Associate Degree Nursing 220 Day – Health Sciences – August 15, 2025  
Tank, Brandon M. – TEMP – Faculty – Communications – August 15, 2025

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

Garst, Megan E. – TEMP – Head Coach – Softball – Athletics – July 31, 2025  
Vann, William J. – TEMP – Faculty – Mathematics – Academic Affairs – August 15, 2025

**Separation from the College due to end of grant funding:** None this reporting period.**Separation from the College due to End of Contract:**

Robinson, Sandi A. – Faculty – Dental Hygiene – Health Sciences – August 15, 2025

**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:

Citara Jr., John W. – Trades Technician – Facilities & Plant Operations  
 Cooper, Kimberly A. – Educational Advisor – Student Affairs - Levy  
 Grim, Mikalia C. – Marketing Photographer / Videographer – Marketing, Public & Community Relations  
 Hightower, Lydia E. – Public Safety Assistant – Public Safety  
 Hunton, Mark L. – Public Safety Lieutenant – Public Safety  
 James, Katelyn B. – International Student Admissions and Advising Specialist – Admissions and Student Recruitment  
 Lopez, Leonardo O. – Facilities Worker – Facilities & Grounds - Citrus  
 Matos Camacho, Mayori – Manager – Admissions and International Students – Admissions and Student Recruitment  
 McCarter, Jeffrey J. – Mail Courier – CF Printing & Postal Services  
 Pietek, Daria M. – Plant & Property Fund Accountant – Financial Operations  
 Rodriguez Velazquez, Lyssel M. – Coordinator – Payroll Services – Financial Operations  
 Sandford, Sarah – Dual Enrollment Coordinator – Admissions and Student Recruitment  
 Skelly, Krystle L. – Manager – Instructional Services – Levy

The Board was asked to approve the disposal of property in accordance with applicable state law, State Board of Education and Board Policy in the amount of \$133,426.00.

**Property Donations  
/Dispositions**

The Board was asked to ratify approval of six (6) Health Care Affiliation & Internship Agreements and gives authorization to the Board Chair and/or President to sign the agreements on behalf of the College of Central Florida.

**Health Care Affiliation &  
Internship Agreements**

The Board was asked to approve the Building Bridges Academy Articulation Agreement 2025-2026 - Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

**Building Bridges  
Academy Articulation  
Agreement 2025-2026 -  
Renewal**

The Board was asked to approve the Citrus County School Board – Mid Florida Career Pathway Consortium - Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

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

The Board was asked to approve the Direct Connect to UCF – Renewal and give authorization to the Board Chair and President to sign the agreement on behalf of the College of Central Florida at a meeting to be held at UCF in December 2025.

**Direct Connect to UCF –  
Renewal**

The Board was asked to approve the Dixie County School Board Articulation Agreement 2025-2026 - Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

**Dixie County School  
Board Articulation  
Agreement 2025-2026-  
Renewal**

The Board was asked to approve the First Assembly Christian School Articulation Agreement 2025-2026 - Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

**First Assembly Christian  
School Articulation  
Agreement 2025-2026 –  
Renewal**



Board of Trustees Meeting Minutes	August 27, 2025
The Board was asked to approve the First Place Academy Articulation Agreement 2025-2026 - Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	<b>First Place Academy Articulation Agreement 2025-2026—Renewal</b>
The Board was asked to approve the Gilchrist County School Board Articulation Agreement 2025-2026 - Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	<b>Gilchrist County School Board Articulation Agreement 2025-2026 – Renewal</b>
The Board was asked to approve the Inverness Christian Academy Articulation Agreement 2025-2026 - Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	<b>Inverness Christian Academy Articulation Agreement 2025-2026 – Renewal</b>
The Board was asked to approve the Levy County School Board – Mid Florida Career Pathway Consortium - Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	<b>Levy County School Board - Mid Florida Career Pathway Consortium – Renewal</b>
The Board was asked to approve the Marion Technical College – Mid Florida Career Pathway Consortium - Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	<b>Marion Technical College – Mid Florida Career Pathway Consortium – Renewal</b>
The Board was asked to approve the Redeemer Christian School Articulation Agreement 2025-2026 - Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	<b>Redeemer Christian School Articulation Agreement 2025-2026 – Renewal</b>
The Board was asked to approve the Riverside Christian Academy Articulation Agreement 2025-2026 - Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	<b>Riverside Christian School Articulation Agreement 2025-2026 – Renewal</b>
The Board was asked to approve the Solid Rock Christian Academy Articulation Agreement 2025-2026 - Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	<b>Solid Rock Christian Academy Agreement 2025-2026 – Renewal</b>
The Board was asked to approve the Souls Harbor Christian School Articulation Agreement 2025-2026 - Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	<b>Souls Harbor Christian Academy Articulation Agreement 2025-2026 – Renewal</b>
The Board was asked to approve the St. John Lutheran Articulation Agreement 2025-2026 - Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	<b>St. John Lutheran School Articulation Agreement 2025-2026- Renewal</b>
The Board was asked to approve the Sumter County School Board Mid Florida Career Pathway Agreement - Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.	<b>Sumter County School Board – Mid Florida Career Pathway Consortium – Renewal</b>
The Chair presented the Consent Agenda for approval. Upon a motion by Trustee Brancato, second by Trustee 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.	<b>Approval of Consent Agenda</b>
	<b>OTHER BUSINESS</b>

Board of Trustees Meeting Minutes	August 27, 2025
<p>Mr. Prince, Vice President Administration and Finance presented the Kids Central Student Internship Placement Agreement 2025-2026 for approval. Upon a motion by Trustee Roberts, second by Trustee Edgar and unanimously carried, the Board approved the Kids Central Student Internship Placement Agreement 2025-2026 - New and gives authorization to the President to sign the agreement on behalf of the College of Central Florida.</p>	<p><b>Kids Central Student Internship Placement Agreement 2025-2026 – New</b></p>
<p>Mr. Prince, Vice President Administration and Finance presented the Pace Center for Girls Articulation Agreement 2025-2026 for approval. Upon a motion by Trustee Branson, second by Trustee Roberts and unanimously carried, the Board approved the Pace Center for Girls Articulation Agreement 2025-2026- New and gives authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.</p>	<p><b>Pace Center for Girls Articulation Agreement 2025-2026 – New</b></p>
<p>Mr. Prince, Vice President Administration and Finance presented the Agreement for Horse Boarding for approval. After a brief discussion on types of horses and selection process, upon a motion by Trustee Edgar, second by Trustee Brancato and unanimously carried, the Board approved the Agreement for Horse Boarding and gives authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.</p>	<p><b>Agreement for Horse Boarding</b></p>
<p>Mr. Prince, Vice President Administration and Finance presented the Marion County Health Department – Mobile Health Clinic MOU for approval. After a brief discussion of whom the clinic will serve, upon a motion by Trustee Branson, second by Trustee Durrance and unanimously carried, the Board approved the Marion County Health Department Mobile Health Clinic MOU and gives authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.</p>	<p><b>Marion County Health Department - Mobile Health Clinic MOU</b></p>
<p>Mr. Prince, Vice President Administration and Finance presented the Amended Annual Operating Budget 2025-2026 for approval. After discussion, upon a motion by Trustee Edgar, second by Trustee Durrance and unanimously carried, the Board approved the Amended Annual Operating Budget 2025-2026.</p>	<p><b>Amended Annual Operating Budget 2025-2026</b></p>
<p>Mr. Prince, Vice President Administration and Finance presented the Amended 2025-2026 Salary Schedule and Related Personnel Policies for approval. After discussion, upon a motion by Trustee Brancato, second by Trustee Durrance and unanimously carried, the Board approved the Amended 2025-2026 Salary Schedule and Related Personnel Policies.</p>	<p><b>Amended 2025-2026 Salary Schedule and Related Personnel Policies</b></p>
<p>Dr. Paugh, Vice President Academic Affairs presented the General Education Changes as recommended by the Curriculum Sub-Committee which was charged with the review of all general education course offerings in accordance with State Board of Education Rules. All changes maintain compliance and will be effective for the 2026-2027 school year. Upon a motion by Trustee Branson, second by Trustee Roberts, and unanimously carried, the Board approved the General Education Changes and authorizes the President and Chair to sign on behalf of the College and to submit to the state for approval.</p>	<p><b>General Education Changes</b></p>
<p>Dr. Henningsen presented the Board Calendar Meeting Dates for 2025-2026 to change the date of the October 22, 2025 meeting to October 29, 2025. Upon a motion by Trustee Durrance, second by Trustee Edgar, the Board approves the change of the October BOT meeting to October 29, 2025. All notices on the website and calendars should be updated to reflect this change.</p>	<p><b>Board Calendar Change - 2025-2026</b></p>
<p>The Board was asked to approve the 2026 College of Central Florida Legislative Priorities for Agricultural Sciences Classroom Building for the remaining state funding, Operational Funding for Expansion of Critical Workforce Programs and Acquisition of</p>	<p><b>Legislative Priorities</b></p>

Board of Trustees Meeting Minutes	August 27, 2025
<p>Land/Facilities. After discussion, a motion by Trustee Branson, second by Trustee Edgar and unanimously carried, the Board approved the 2026 College of Central Florida Legislative Priorities.</p>	
<p>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 June/July 2025 for the comparative fiscal years 2023-2024/ 2024-2025 respectively. The report also included additional financial information about all operating funds at the college. Trustee Edgar asked for a year-to-year comparison on the year-at-a-glance pie charts. The Chair acknowledged receipt of the reports on behalf of the Board.</p>	<p><b>ACKNOWLEDGE RECEIPT</b></p> <p><b>Financial Information- Monthly Financial Summary Report</b></p>
<p>Dr. Saul Reyes, Vice President of Enrollment Management and Student Affairs updated the Board with the current status of the Jenzebar One Implementation overall project status report. Currently, CF is in the middle of the Test and Train phase with Financial Aid being awarded through the new J1 system. The team has worked long and hard to get to this point and doing a great job. The Chair acknowledged the update on behalf of the Board.</p>	<p><b>FOR INFORMATION ONLY</b></p> <p><b>J1 Implementation Update</b></p>
<p>Dr. Tammi Viviano-Broderick updated the Board on the Accreditation Reaffirmation and QEP. Melissa Schuck, Faculty- Communications and Amy Osborne, Faculty – Business &amp; Technology, presented Take the Reins, the new QEP focused on preparing students in communication, critical thinking, professionalism and AI technology skills for better workforce/transfer readiness.</p>	<p><b>Accreditation Reaffirmation and QEP Update</b></p>
<p>Chuck Prince, Vice President of Administration and Finance reviewed the DOGE requests that have been received. The Chair acknowledged the update on behalf of the Board.</p>	<p><b>DOGE Request Updates</b></p>
<p>Chair Stone thanked the Board for the opportunity to serve as chair for the 2025-2026 school year.</p>	<p><b>BOARD CHAIR/TRUSTEE COMMENTS</b></p>
<p>Dr. Henningsen presented the President’s Report to the board which included updates about the College’s role with the Florida Chamber Technology and Innovation Summit, visits to CF from Chancellor O’Farrell and Senior Chancellor Richey, increase in fall enrollment numbers and other good news of the college.</p>	<p><b>PRESIDENT’S REPORT</b></p>
<p><b><u>Next Board Meeting.</u></b> Our next meeting will be held <b>Wednesday, September 24, 2025 at the Hampton Center</b></p>	<p><b>Next Board Meeting</b></p>
<p>There being no further business to come before the Board, Chair Stone adjourned the meeting at 4:35 pm.</p>	<p><b>ADJOURNMENT</b></p>
<p>_____ Charlie Stone, Chair</p>	<p>_____ James D. Henningsen, Secretary</p>

# **COLLEGE OF CENTRAL FLORIDA**

**2**

## **AGENDA ITEM NUMBER**

FOR BOARD MEETING SCHEDULED: September 24, 2025

SUBJECT: Personnel Actions

INITIATOR: Jennifer Klepfer  
Director of Human Resources

THROUGH: Charles A. Prince  
Vice President, Administration & Finance

DATE: September 17, 2025

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### **OBJECTIVE AND PERTINENT FACTS:**

The College routinely requests that the District Board approves personnel actions.

### **RECOMMENDATION/ACTION REQUESTED:**

That the Board approves the personnel actions as noted in report.

## **PERSONNEL ACTIONS**

*FOR THE SEPTEMBER 24, 2025 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:**

Dinkelo Jr, Stuart D. – Financial Aid Specialist II – Citrus – September 16, 2025  
Ross, Craig A. – Trades Specialist – Carpenter – Facilities and Plant Operations – September 16, 2025  
Sandfort, Donna H. – Chief Fiscal Officer – CF Foundation – September 16, 2025  
Vallance, Benjamin K. – Associate Vice President – Information Technology – October 01, 2025

#### **Grants and Contracts – Fund 2:**

None this reporting period.

#### **Auxiliaries – Fund 3:**

None this reporting period.

### **Reorganizations:**

None this reporting period.

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

Athanason, Kosumo M.	Jones, June B.	Panneflek, Juan P.
Eblan, Phyllis A.	LaMarca-Frankel, Connie	Walker, Jason S.
Goehring, Joseph M.	Murdoch, Margaret M.	Wanamaker, Wayne 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:

Bloom, Nelson J.	Guzman Meredith, Elena	Rosario, Jenna E.
Candelario Montijo, Andrea M.	Larrisey, Jennifer L.	Tew, Thomas D.
Cooksey, Chris T.	Marcum, Karla J.	Thompson, Tiffany D.
Dobbs, Joshua A.	Murray, Brianna M.	Williams, Carl F.
Demirovic, Kari M.	Roland, Heather L.	

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

Chapman-Jack, Louise LE  
DeGraw, Jassiah W.  
Hall, Aterrick J.

Niles, Charles A.  
Maldonado, Jhon  
Malloy, J Maryann

Valdes, Victoria R.  
Zatko, Annette 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 \$15.00:

Amey, Michael J.  
Baker, Logan M.  
Davis, Reese KB  
Dixon, Dillon R.

Graham, Lamarcus Q.  
Lynch, Chance K.  
Martinez, Jessica M.  
Patterson, Cianna A.

Ridgway, Chris P.  
Thompson, Reahana J.  
Yang, Annie

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

Haven, III, John S.  
Moore-Ambrosia, Jennifer M.  
White, David K.

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

Tyler, Elvie N. – Coordinator Resource Development – CF Foundation – September 30, 2025

**Resignations:**

Bensch, Susan L. – Marketing & Public Relations Specialist – Marketing, Public & Community Relations – August 22, 2025  
McClellan, Amber R. – Staff Assistant III – Childcare – September 11, 2025  
Reyes, Sharon L. – Executive Administrative Assistant – CF Foundation – September 30, 2025  
Velez, Zuevalisse I. – Staff Assistant IV – Academic Advising and First Year Success – September 5, 2025

**Terminations:**

None this reporting period.

**Separation due to Internal Transfer – No Break in Service:**

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 End of Contract:**

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.

**Separation from the College - Other:**

Smith, Maya – Faculty – Communications – 8/15/2025 – Offer Acceptance Withdrawn

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

Cook Woller, Tanisha D. – Educational Advisor – Academic Advising & First Year Success  
Cousino, Jeffrey M. – PC/AV Technician – Information Technology  
Gomez, Stephanie G. – Staff Assistant III – Dental Hygiene – Health Sciences  
Gonzalez-Vazquez, Griselle E. – Staff Assistant III - Mathematics  
Johnson, Nichelle R. – Accounting Specialist III – Financial Operations  
Miller, Stuart L. – PC/AV Technician – Information Technology  
Shotwell, Jan D. – Business Manager – Athletics  
Tranor, Robert W. – Grounds Specialist – Vintage Farm – Facilities and Plant Operations

## **COLLEGE OF CENTRAL FLORIDA**

**3**

### **AGENDA ITEM NUMBER**

FOR BOARD MEETING SCHEDULED: September 24, 2025

SUBJECT: Property Donations/Dispositions

INITIATOR: Charles A. Prince  
Vice President of Administration & Finance

DATE: September 17, 2025

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#### **OBJECTIVE AND PERTINENT FACTS:**

By law, the Board is required to account for all property. Periodically, donations and dispositions are brought to the Board for recording and, subsequently, entered into our property records as required. This report covers donations and dispositions received by the College. Appropriate letters of appreciation have been or will be sent on behalf of the Trustees.

#### **RECOMMENDATION/ACTION REQUESTED:**

##### **DISPOSITIONS**

That the District Board of Trustees approves the disposition of all surplus property in accordance with the applicable state law, State Board of Education Rules, and CF Board Rules, including disposition of property, **capitalized** and **not capitalized**, which has been declared surplus. Disposition may include public auction, cannibalization, or other methods as deemed appropriate.

SEE ATTACHED LISTING: **2**

Total: **\$12,408.92**



Fri Sep 12 2025  
Page 1  
08:11  
CFdispose2

College of Central Florida  
ASSET DISPOSALS REPORT

School Tag Disposal # Date	Acquired Description Price	Dept. Respon.	Acquired Disposal Date	Code
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0000007723	SWITCH, 3550	CS	11/12/2003	PBA
2,556.80				
0000010566	TOPDRESSER 2500, TORO	GROU	09/14/2011	PBA
9,852.12				
=====				
=====				
2 Records for a Total				
12,408.92				

# **COLLEGE OF CENTRAL FLORIDA**

**4**

## **AGENDA ITEM NUMBER**

FOR BOARD MEETING SCHEDULED: September 24, 2025

SUBJECT: Health Care Affiliation & Internship Agreements

INITIATOR: Charles A. Prince  
Vice President of Administration & Finance

DATE: September 17, 2025

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### **OBJECTIVE AND PERTINENT FACTS:**

#### **HEALTH CARE AGENCY AFFILIATION & INTERNSHIP AGREEMENTS**

The President or his designee has signed the following Health Care Agency Affiliation and Internship Agreement(s), as authorized by the District Board of Trustees. These agreement(s) provide the facilities necessary for students enrolled in health-related programs at the College of Central Florida to obtain clinical and internship experience. The name of the agency and approval date is noted below:

<b>HEALTH CARE AGENCY</b>	<b>DATE OF SIGNATURE</b>
Citrus Surgery Center	08/27/25
Concierge Home Care	08/27/25

### **RECOMMENDATION/ACTION REQUESTED:**

That the District Board of Trustees ratify approval of the Health Care Agency Affiliation and Internship Agreement(s).

## ~~~~~HEALTH CARE AGENCY AFFILIATION AGREEMENT~~~~~

*AGREEMENT* entered into this 1 day of July, 2025, by and between THE DISTRICT BOARD OF TRUSTEES OF COLLEGE OF CENTRAL FLORIDA, hereinafter referred to as the COLLEGE, and SCA HEALTH CITRUS SURGERY CENTER, hereinafter referred to as the HEALTH CARE AGENCY.

### WITNESSETH:

**WHEREAS**, student surgical technologists ("Student(s)") are key members of the surgical team working under the direct supervision of the surgeon, certified surgical technologist ("CST"), circulating nurse, and other surgical team members. Except as limited herein, the Students shall perform all the duties of the CST in the first and/or second scrub roles.

**WHEREAS**, the COLLEGE desires that its Students enrolled in its health-related programs as affiliated with the HEALTH CARE AGENCY obtain clinical experience at the HEALTH CARE AGENCY; and

**WHEREAS**, the HEALTH CARE AGENCY is offering to provide the necessary facilities for said clinical experience in recognition of the need to educate health-related personnel.

**NOW, THEREFORE**, for and in consideration of the promises and the mutual covenants and agreements herein contained, the parties hereto agree as follows:

1. The education of the Student shall be the only objective of the program. The HEALTH CARE AGENCY retains responsibility for the patient's/client's care.
2. Both parties agree not to discriminate against any Student in any manner whatsoever on account of race, color, ethnicity, religion, gender, pregnancy, age, marital status, national origin, genetic information, or disability provided that such disability does not prevent satisfactory performance.
3. The HEALTH CARE AGENCY agrees to accept COLLEGE Students as determined by mutual consultation and, as practical, to make facilities available to the COLLEGE at no charge in order to provide necessary clinical experiences. The COLLEGE shall be responsible for the classroom instructional curriculum, maintenance of permanent records, all educational experiences and evaluation of programs through an employed instructor.
4. The HEALTH CARE AGENCY agrees to provide within its facilities adequate education space and the use of ancillary facilities as well as all necessary utilities for those facilities, the selection of the facilities to be subject to the prior approval of the COLLEGE.

5. The HEALTH CARE AGENCY agrees to make available emergency room treatment, when such facilities exist, for injuries incurred by Students while in the HEALTH CARE AGENCY for clinical experience. Treatment will be at Student's expense. The COLLEGE shall select practical educational experiences based upon the needs of the Students to meet objectives of the program, recognizing a patient's/client's right to refuse Student care.
6. The COLLEGE shall select practical educational experiences based upon the needs of the Students to meet objectives of the program, recognizing a patient's/client's right to refuse Student care.
7. Students are participating in the clinical environment as Student learners and are working under the direct supervision of the surgeon, CST, circulating nurse, and other surgical team members. Students may also provide patient care (transporting, moving, and positioning patients) under direct supervision. Students are not to answer outside calls for the facility or schedule surgical procedures. Students may perform duties within the Sterile Processing Department, under direct supervision, as needed. Students may pull supplies and instrumentation for future cases. A Student may not operate radiologic equipment.
8. The COLLEGE shall, at its discretion, appoint a Program Director and clinical instructors as required for a given program. The HEALTH CARE AGENCY shall assure COLLEGE personnel access to the appropriate clinical areas to perform instruction and evaluation of program and Students.
9. At the discretion of the HEALTH CARE AGENCY or the COLLEGE, any Student unacceptable to either the HEALTH CARE AGENCY or to the COLLEGE for reasons of health, performance or any other reasonable and legally permissible cause, shall be withdrawn from the HEALTH CARE AGENCY.
10. All services rendered by Students under this agreement for the HEALTH CARE AGENCY, employees and patients shall be uncompensated and shall be deemed to be given in consideration for instruction and educational experiences. Neither Students nor COLLEGE employees shall be considered to be agents or employees of the HEALTH CARE AGENCY.
11. The COLLEGE acquires professional liability insurance coverage in the College's name with amounts of \$200,000 per person / \$300,000 per occurrence for Students enrolled in health-related programs. The COLLEGE shall provide, upon request, HEALTH CARE AGENCY with a certificate of insurance evidencing that this coverage has been obtained.
12. The HEALTH CARE AGENCY, when requested and mutually agreed upon, will assist in the responsibility for the direct guidance and supervision of the Students while on the premises of the HEALTH CARE AGENCY and will cooperate in evaluating Student performance. The qualifications of the HEALTH CARE AGENCY staff participating in the supervision of the Students shall be subject to review and approval by the COLLEGE.
13. The HEALTH CARE AGENCY will recommend, subject to COLLEGE approval, certain agency employees to serve as clinical preceptors and assist Students as requested by the COLLEGE. The COLLEGE Program Director will advise the clinical preceptors regarding course content, objectives, Student evaluation criteria and procedures. Clinical preceptors

will collaborate with the Program Director in regard to Student supervision during the course of the program.

14. The terms of this agreement shall be for the period July 1, 2025, through June 30, 2026, and shall automatically renew each year thereafter except that either party may terminate this agreement by giving sixty (60) days written notice (registered mail) to the other party. Current Students scheduled or currently participating in clinical rotations at the HEALTH CARE AGENCY will be given the opportunity complete their clinical assignment.
15. The person executing this contract on behalf of the HEALTH CARE AGENCY specifically warrants and represents to the COLLEGE that the person executing this agreement has authority to do so and to legally bind the HEALTH CARE AGENCY in regard to this agreement.
16. This agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all other negotiations (if any) made by and between the parties.
17. The provisions of this agreement may not be amended, supplemented, waived, or changed orally but only by a writing making specific reference to this agreement signed by the party as to whom enforcement or any such amendment, supplement, waiver or modification is sought.
18. All of the terms and provisions of this agreement, whether so expressed or not, shall be binding upon, inure to the benefit of, and be enforceable by the parties and their respective legal representatives, heirs, estates, successors and permitted assigns.
19. All notices, requests, consents and other communications required or permitted under this agreement shall be in writing (including faxed communication) and shall be (as elected by the person giving such notice) hand delivered by messenger or courier service, faxed, or mailed by Registered or Certified Mail (postage pre-paid), Return Receipt Requested, addressed to:

If to College:            Dean, Health Sciences  
                                 College of Central Florida  
                                 3001 SW College Road  
                                 Ocala, FL 34474  
                                 Fax Number: (352) 873-5889

If to Agency:            Citrus Surgery Center  
                                 Attn: Katie Rolph  
                                 110 N Lecanto Hwy  
                                 Lecanto, FL 34461  
                                 Fax: 352-527-1827

or to such other addresses as any party may designate by notice complying with the terms of this section. Each such notice shall be deemed delivered:

- (a) On the date delivered if by personal delivery,
  - (b) On the date faxed/emailed if by fax/email, and
  - (c) On the date upon which the Return Receipt is signed or delivery is refused or the notice is designated by the postal authorities as not delivered, as the case may be, if mailed.
19. This agreement and all transactions contemplated by this agreement shall be governed by, and construed and enforced in accordance with, the laws of the State of Florida without regard to principles of conflicts of laws.
20. If any legal action or other proceeding, including arbitration, is brought for the enforcement of this contract, or because of an alleged dispute, breach, default or misrepresentation in connection with any provisions of this contract, the successful or prevailing party or parties shall be entitled to recover reasonable attorney's fees, court costs and all expenses even if not taxable as court costs, incurred in that action or proceeding, in addition to any other relief to which such party or parties may be entitled. Notwithstanding the foregoing, the parties hereto do not in any way waive or limit their entitlements of sovereign immunity pursuant to Section 768.28, Florida Statutes.
21. This agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
22. All covenants, agreements, representations and warranties made herein or otherwise made in writing by any party pursuant hereto shall survive the execution and delivery of this agreement and the consummation of the transactions contemplated hereby.
23. No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power or remedy hereunder shall preclude any other or further exercise thereof.
24. Provisions contained in this agreement which are contrary to, prohibited by or invalid under applicable laws or regulations shall be deemed omitted from this document and shall not invalidate the remaining provisions thereof.
25. A failure to assert any rights or remedies available to a party under the terms of this agreement, or a waiver of the right to remedies available to a party by a course of dealing or otherwise shall not be deemed to be a waiver of any other right or remedy under this agreement, unless such waiver of such right or remedy is contained in a writing signed by the party alleged to have waived his other rights or remedies.
26. CONFIDENTIALITY
- a) The parties each acknowledge that they are familiar with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) generally and, more specifically, with the HIPAA provisions regarding protected health information (PHI) and the privacy rule.

- b) Although HIPAA excludes volunteers and trainees from the definition of a “business associate”, by expressly including them in the definition of a health care provider’s “workforce,” the parties intend that PHI be protected by COLLEGE OF CENTRAL FLORIDA (CF) faculty and Students.
- c) CF agrees to acquaint all Students and faculty with the applicable HIPAA requirements of privacy prior to the Students participating in a clinical experience with HEALTH CARE AGENCY (HCA).
- d) CF agrees to maintain the confidentiality of any PHI provided to it by HCA in accordance with all applicable Federal, State and local laws and regulations.
- e) CF represents and warrants that PHI will be used and disclosed solely as necessary for the instructional program that is the subject of the clinical agreement, and HCA relies upon such representation and warranty in providing the PHI.
- f) CF represents and warrants that it will not use, disclose, release, reveal, show, sell, rent, lease, loan, publish, or otherwise grant access to PHI in any manner that is prohibited by law or regulation, or in any manner that would be a violation of any law or regulation if it were to have been done by HCA.
- g) CF represents and warrants that if it uses, discloses, releases, reveals, shows, sells, rents, leases, loans, publishes, or otherwise grants access to PHI or any element of PHI, it will do so only in the minimum amount and to the minimum number of individuals necessary to achieve the purpose of the instructional/clinical program.
- h) CF agrees to establish appropriate administrative, technical, and physical safeguards to protect the confidentiality of PHI that it receives from HCA, and to prevent individuals not involved in the instructional/clinical program from using or accessing the PHI.
- i) CF agrees that it will immediately report to HCA any use or disclosure of PHI received from HCA that is not authorized by or otherwise constitutes a violation of this Agreement.
- j) If it becomes necessary for CF to share PHI that has been disclosed to it by HCA with any person or any entity who is not an employee of HCA, then CF agrees to cause such person or entity to enter into a written agreement in which the person or entity agrees to abide by all of the terms to which HCA is subject under this Agreement with respect to the PHI.
- k) CF understands that HCA is subject to state and federal laws governing the confidentiality of the PHI. CF agrees to abide by all such laws, whether or not fully articulated herein, and to keep the PHI in the same manner and subject to the same standards as is required of HCA.

27. PUBLIC RECORDS. The Health Care Agency shall comply with all applicable provisions of the Florida Public Records Act, Chapter 119, Florida Statutes. Specifically, the Health Care Agency shall:


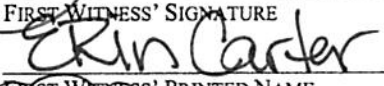
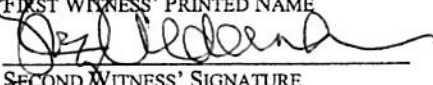
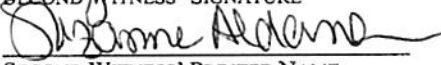
- a) Keep and maintain public records required by the College to perform the service.

- b) Upon request from the College's custodian of public records, provide the College with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the College.
- d) Upon completion of the contract, transfer, at no cost, to the College all public records in possession of the contractor or keep and maintain public records required by the public agency to perform the service. If the Health Care Agency transfers all public records to the College upon completion of the contract, the Health Care Agency shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Health Care Agency keeps and maintains public records upon completion of the contract, the Health Care Agency shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the College, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the College.
- e) **IF HEALTH CARE AGENCY HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE HEALTH CARE AGENCY'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE COLLEGE'S CUSTODIAN OF RECORDS AT: CHARLES PRINCE, VICE PRESIDENT OF ADMINISTRATION AND FINANCE, AT (352) 873-5823, [PRINCECH@CF.EDU](mailto:PRINCECH@CF.EDU) OR IN PERSON AT 3001 SW COLLEGE ROAD, OCALA, FLORIDA 34474-4415.**



The undersigned hereby approve this Affiliation Agreement.

Witnesses:

  
\_\_\_\_\_  
FIRST WITNESS' SIGNATURE  
  
\_\_\_\_\_  
FIRST WITNESS' PRINTED NAME  
  
\_\_\_\_\_  
SECOND WITNESS' SIGNATURE  
  
\_\_\_\_\_  
SECOND WITNESS' PRINTED NAME

**DISTRICT BOARD OF TRUSTEE OF THE  
COLLEGE OF CENTRAL FLORIDA**

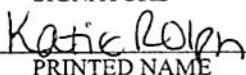
By:   
\_\_\_\_\_  
James D. Henningsen, President


Date:   
\_\_\_\_\_

**SCA HEALTH, CITRUS SURGERY CENTER**

  
\_\_\_\_\_  
FIRST WITNESS' SIGNATURE  
  
\_\_\_\_\_  
FIRST WITNESS' PRINTED NAME  
  
\_\_\_\_\_  
SECOND WITNESS' SIGNATURE  
  
\_\_\_\_\_  
SECOND WITNESS' PRINTED NAME

By:   
\_\_\_\_\_  
SIGNATURE

  
\_\_\_\_\_  
PRINTED NAME

Title:   
\_\_\_\_\_

Date:   
\_\_\_\_\_

College of Central Florida offers equal access and opportunity in employment, admissions and educational activities. The college will not discriminate on the basis of race, color, ethnicity, religion, sex, age, marital status, national origin, genetic information, veteran status or disability status and any other factors prohibited under applicable federal, state, and local civil rights laws and regulations in its employment practices or in the admission and treatment of students. Recognizing that sexual harassment constitutes discrimination on the basis of sex and violates this policy statement, the college will not tolerate such conduct. The Title IX Coordinator has been designated to handle inquiries regarding nondiscrimination policies and can be contacted at the Ocala Campus, 3001 S.W. College Road, at 352-291-4410 or [Compliance@cf.edu](mailto:Compliance@cf.edu).

## CLINICAL AFFILIATION AGREEMENT

**THIS CLINICAL AFFILIATION AGREEMENT** (the "**Agreement**") is entered into this 20th day of August, 2025 ("**Effective Date**") by and between **CHC of Ocala, LLC**, D/B/A Concierge Home Care ("**Concierge Home Care**") and The District Board of Trustees of College of Central Florida ("**School**"). Each of CONCIERGE HOME CARE and School may be referred to herein as a "**Party**", and collectively the "**Parties**".

### BACKGROUND

The School desires its students (each a "**Student**", and collectively the "**Students**") enrolled in the following programs: Clinical Practice ("**Programs**") participate in supervised practical learning and clinical experiences ("**Clinical**") at CONCIERGE HOME CARE sites listed in Exhibit A.

### AGREEMENT

The Term of this Agreement begins on the Effective Date and will continue for one (1) year (the "**Initial Term**"). Unless a Party gives written notice to the other Party ninety (90) days before the end of the Initial Term or any Renewal Term (as defined herein), this Agreement will renew automatically from year to year (each such year to year renewal term, a "**Renewal Term**"). Notwithstanding the foregoing, either Party may terminate this Agreement upon ninety (90) days' notice to the other party. Subject to Section D.2, Students who are participating in a Clinical at the time of termination will be allowed to complete their Clinical under the terms and conditions of this Agreement.

#### **A. SCHOOL RESPONSIBILITIES:**

1. The School is responsible for the educational experience of Students in theoretical background, basic skill, professional ethics, attitude and behavior. School will only assign Students to CONCIERGE HOME CARE who have completed prerequisite course work. The School represents and warrants that School's faculty members are appropriately certified and/or licensed and have the experience required by law, regulation and rules of approval and/or accreditation.
2. The School will maintain professional liability and commercial general liability insurance for School's operations, which shall include coverage for acts or omissions of School's students, with limits as follows: general liability of at least One Million Dollars (\$1,000,000) per occurrence or claim and Two Million Dollars (\$2,000,000) in the aggregate and professional liability of at least One Million Dollars (\$1,000,000) per each claim and Three Million Dollars (\$3,000,000) in the aggregate. Upon request, the School will provide to CONCIERGE HOME CARE certificates of insurance evidencing such coverage and the School will provide CONCIERGE HOME CARE at least thirty (30) days advance written notice of any cancellation or non-renewal. School shall maintain workers' compensation insurance as required under applicable law. Upon request, the School will provide evidence of workers' compensation insurance for any School employee at a CONCIERGE HOME CARE location pursuant to this Agreement. Where workers' compensation or other obligation for payment of benefits may arise, this Agreement will neither expand nor diminish such obligation.
3. A School faculty member will coordinate the Clinical with CONCIERGE HOME CARE, including the assignment of Students participating in the Clinical.
4. As required by CONCIERGE HOME CARE, the School will provide evidence that the Student has met all applicable requirements of CPR certification, hepatitis B vaccination, TB Mantoux test, Varicella

and MMR immunity, Td/Diphtheria prevention, COVID-19 vaccination, and/or compliance with state or federal regulations or OSHA requirements for prevention of transmission of bloodborne pathogens and TB. The School will provide proof of compliance to any site-specific requirements if required by CONCIERGE HOME CARE.

5. The School will provide proof that each Student and clinical instructor who will have contact with patients as part of the Clinical has undergone a Level 2 criminal background check and drug screen as part of their enrollment or hiring process. The School will provide CONCIERGE HOME CARE a copy of such.

6. As required by CONCIERGE HOME CARE, Students and faculty shall maintain comprehensive healthcare insurance during the Clinical.

7. The School will notify each Student prior to the Student's arrival at CONCIERGE HOME CARE, and the School shall ensure, that the Student is responsible for:

- (a) Following the policies, standards, and practices of CONCIERGE HOME CARE.
- (b) Obtaining medical care at Student's own expense for any injuries sustained as a direct or indirect result of Student's affiliation with CONCIERGE HOME CARE.
- (c) Student's transportation and living arrangements.
- (d) Reporting to CONCIERGE HOME CARE on time and following all established rules and regulations during the regularly scheduled operating hours of CONCIERGE HOME CARE.
- (e) Conforming to the standards and practices established by the School while functioning at CONCIERGE HOME CARE.
- (f) Obtaining prior written approval of CONCIERGE HOME CARE and the School before publishing any material relating to the Clinical, the clinical learning experience, or CONCIERGE HOME CARE.
- (g) Meeting the personal, ethical and professional standards required of CONCIERGE HOME CARE and consistent with the applicable professional Code of Ethics and the applicable standards of the Joint Commission and other applicable healthcare accrediting agencies.

9. The School will be responsible for coordinating Clinical placements.

## **B. CONCIERGE HOME CARE RESPONSIBILITIES:**

1. Subject to the provisions of Section C.2 of this Agreement, CONCIERGE HOME CARE agrees to provide reasonably appropriate space, personnel and resources at designated sites to the School for Clinical experiences for Students.

2. CONCIERGE HOME CARE will maintain professional liability and general liability insurance for itself and its employees, which covers CONCIERGE HOME CARE's operations at all sites where services are performed, with limits as follows: general liability of at least One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) in the aggregate and professional liability of at least One Million Dollars (\$1,000,000) per each claim and Three Million Dollars (\$3,000,000) in the aggregate. CONCIERGE HOME CARE shall maintain workers' compensation insurance for its employees in accordance with applicable law. CONCIERGE HOME CARE will provide to the School certificates of

insurance evidencing such coverage upon School's reasonable requests, and CONCIERGE HOME CARE will endeavor to provide the School at least thirty (30) days advance written notice of any cancellation or non-renewal.

3. CONCIERGE HOME CARE will not allow Students to replace CONCIERGE HOME CARE staff and will not allow Students to render service except as identified in the jointly planned Clinical experience. A member of the staff of CONCIERGE HOME CARE will supervise contact between a Student and a patient, and CONCIERGE HOME CARE will be responsible for all patient care at all times.

4. If required for a Clinical depending on the Program and as approved by CONCIERGE HOME CARE, a suitably experienced and qualified licensed professional employee or contractor of CONCIERGE HOME CARE will be appointed as a preceptor to administer the Clinical at CONCIERGE HOME CARE ("Preceptor"). CONCIERGE HOME CARE will identify potential Preceptors who meet the School's standards and applicable governmental or accrediting body criteria, who will be subject to the approval of the School. Subject to Section C. 6. (as to internal or external investigations), School shall have the right to require that a Student no longer be placed with a particular Preceptor. The Preceptor(s) will work with the School. CONCIERGE HOME CARE will provide the professional and academic credentials of Preceptor(s) to the School in writing as reasonably requested by the School.

5. CONCIERGE HOME CARE will provide the Student(s) and the School an orientation to CONCIERGE HOME CARE, including, without limitation, its rules, regulations, administrative policies, standards and practices and appropriate OSHA training relevant to the Clinical.

6. CONCIERGE HOME CARE will allow representatives of the School and/or agencies responsible for approval of the facilities for Clinicals or accreditation of the applicable Program(s) curriculum to tour the Clinical facilities at such times as determined by CONCIERGE HOME CARE.

### **C. JOINT RESPONSIBILITIES:**

1. The School, its faculty, staff, students, and other personnel, and CONCIERGE HOME CARE and its employees will comply with all applicable state and federal laws, rules and regulations regarding the confidentiality of patient information, patient privacy, data privacy, and data security, including but not limited to, the applicable provisions of the Administrative Simplification section of the Health Insurance Portability and Accountability Act of 1996, codified at 42 U.S.C. § 1320 through d-8, as may be modified, supplemented and amended from time to time ("HIPAA"), and the requirements of any regulations promulgated thereunder, including, without limitation, the federal privacy regulations as contained in 45 C.F.R. Parts 160 and 164, and the federal security standards as contained in 45 C.F.R. Parts 160, 162 and 164 (which are known as the HIPAA Privacy and Security Rules, pursuant to the Health Information Technology for Economic and Clinical Health Act, or "HITECH"). The School will inform Students of their obligation to comply with all applicable state and federal laws, rules and regulations regarding the confidentiality of patient information, patient privacy, data privacy, and data security including but not limited to, HIPAA. School will inform Students that they are required to comply with all CONCIERGE HOME CARE policies and procedures, and all policies and procedures applicable to any applicable CONCIERGE HOME CARE site, regarding the confidentiality of patient information, patient privacy, data privacy, data security, and the use of all such information. The School, its faculty, students, and other personnel shall comply with all CONCIERGE HOME CARE policies and procedures, and all policies and procedures applicable to CONCIERGE HOME CARE, regarding confidentiality of patient information, patient privacy, data privacy, data security and the use of all such information. The Parties will notify one another if there are any known breaches of this Section C.1.



2. Both Parties agree that Students training with CONCIERGE HOME CARE under this Agreement will have the status of Students in training and will not be considered employees of CONCIERGE HOME CARE. CONCIERGE HOME CARE will not pay, or be responsible for any salary, compensation or benefits for, Students in relation to the Clinical.
3. The School and CONCIERGE HOME CARE will mutually agree to start dates, end dates, and length of the Clinical for each Student.
4. The Parties will mutually agree periodically during the term of this Agreement on the number of Students eligible to participate in the Clinical; provided however, CONCIERGE HOME CARE may reduce the number of Students eligible to participate in the Clinical program at any time with prior notice to the School and reasonably adequate time for the School to reassign the Student(s) to another clinical site.
5. The School and CONCIERGE HOME CARE will jointly evaluate the Clinical learning experiences of the Students, and their respective staffs will communicate regularly for the purpose of reviewing and evaluating current clinical experiences being offered to Students.
6. School shall be notified by CONCIERGE HOME CARE of any internal or external allegations or reports of misconduct pertaining to a Student's experience during the course of the Clinical (pertaining to CONCIERGE HOME CARE premises or CONCIERGE HOME CARE's operations), including but not limited to sexual harassment complaints and ethics investigations. In the instance a Student notifies the School of sexual misconduct by a Preceptor or any other agent or employee of CONCIERGE HOME CARE, or another Student in the program, pursuant to Title IX of the Education Amendments of 1972 ("Title IX"), the School will investigate and the Parties will make reasonable efforts to cooperate with the investigation. The Parties agree to meet and confer regarding any investigations pertaining to any Student(s), Preceptor(s), agents, or employees of CONCIERGE HOME CARE.
7. The School and CONCIERGE HOME CARE shall comply with the Americans with Disabilities Act of 1990, as amended by the ADA Amendments Act of 2008 ("ADA"), which became effective as of January 1, 2009, Section 504 of the Rehabilitation Act of 1973 ("Section 504"), and Title IX, and shall cooperate to ensure that applicable Student(s) receive reasonable accommodations.

**D. REMOVAL OF STUDENTS:**

1. The School may remove a Student at any time from the Clinical for behavior or conduct that the School deems to be a threat to, or an act or omission detrimental to, the health or welfare of CONCIERGE HOME CARE's patients, staff members, visitors or to CONCIERGE HOME CARE's operations. The School will immediately notify CONCIERGE HOME CARE of such removal in writing.
2. CONCIERGE HOME CARE may immediately remove any Student participating in the Clinical from CONCIERGE HOME CARE's premises for behavior or conduct that CONCIERGE HOME CARE deems to be a threat to, or an act or omission detrimental to, the health or welfare of CONCIERGE HOME CARE's patients, staff members, visitors, and/or CONCIERGE HOME CARE's operations. CONCIERGE HOME CARE will notify the School in writing of its actions as soon as reasonably practicable. If CONCIERGE HOME CARE desires to remove a Student for any other reason, CONCIERGE HOME CARE will notify the School in writing of the reasons for the removal and will consult with the School, provided, CONCIERGE HOME CARE retains the right to terminate a student's participation in the Clinical at any time. Notwithstanding the foregoing, CONCIERGE HOME CARE may not remove a Student in conflict with Section C.7 (regarding compliance with the ADA and Section 504) or in conflict with F.6 (regarding compliance with non-discrimination laws).

#### **E. INDEMNITY AND LIABILITY LIMITATIONS**

1. The School agrees to indemnify CONCIERGE HOME CARE, its employees, agents, and other personnel (the "**CONCIERGE HOME CARE Indemnitees**") for sums CONCIERGE HOME CARE Indemnitees become legally obligated to pay as damages, expenses, or otherwise (including reasonable defense costs) for bodily injury, property damage, any cause of action, or claim to the extent caused by the School or the School's employees', students', or agents' negligent acts or omissions or misconduct. This obligation shall be limited to a maximum amount of the applicable sovereign immunity limits of liability prescribed in Florida Statute 768.28, and the School will have no further obligation to defend, indemnify, or hold harmless CONCIERGE HOME CARE in the event said limits are paid or otherwise exhausted. Nothing herein is to be considered a waiver of any sovereign immunity defenses under Florida Statute 768.28.

2. CONCIERGE HOME CARE agrees to indemnify the School for sums the School becomes legally obligated to pay as damages or expenses (including reasonable defense costs) for bodily injury or property damage to the extent caused by CONCIERGE HOME CARE's negligent acts or omissions or misconduct in performance of CONCIERGE HOME CARE's responsibilities under this Agreement. CONCIERGE HOME CARE shall have no obligation to indemnify the School for any damages or expenses the School incurs arising out of the School's, or its employees', students', or agents', negligent acts or omissions.

3. NOTWITHSTANDING ANYTHING IN THIS AGREEMENT TO THE CONTRARY, CONCIERGE HOME CARE SHALL NOT BE LIABLE TO SCHOOL OR ANY THIRD PARTY FOR SPECIAL, INDIRECT, CONSEQUENTIAL, PUNITIVE OR EXEMPLARY DAMAGES SUFFERED BY SUCH PARTY RESULTING FROM OR ARISING OUT OF THIS AGREEMENT OR THE BREACH THEREOF OR UNDER ANY OTHER THEORY OF LIABILITY, WHETHER TORT, NEGLIGENCE, STRICT LIABILITY, BREACH OF CONTRACT, WARRANTY, INDEMNITY OR OTHERWISE, INCLUDING INCREASED COST OF OPERATIONS, LOSS OF PROFIT OR REVENUE, OR BUSINESS INTERRUPTIONS; PROVIDED HOWEVER, THAT THE FOREGOING LIMITATION SHALL NOT APPLY TO ANY DAMAGE CLAIM ASSERTED BY OR AWARDED TO A THIRD PARTY FOR WHICH A PARTY WOULD OTHERWISE BE LIABLE UNDER ANY INDEMNIFICATION PROVISION SET FORTH HEREIN.

4. EXCEPT AS EXPRESSLY SET FORTH IN THIS AGREEMENT, THE CLINICAL IS PROVIDED ON AN "AS IS" BASIS, WITHOUT WARRANTIES OR CONDITIONS OF ANY KIND, EITHER EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

#### **F. ADDITIONAL TERMS:**

1. Assignment. This Agreement may not be assigned or otherwise transferred by either Party without the prior written consent of the other Party, which consent shall not be unreasonably withheld or delayed; provided, however, that CONCIERGE HOME CARE may, without such consent, assign this Agreement and any of its rights or obligations hereunder to its affiliates or in connection with the transfer or sale of all or substantially all of the portion of its business to which this Agreement relates, or in the event of its merger or consolidation or change in control or similar transaction.

2. Entire Agreement. This Agreement supersedes any and all other agreements, either oral or written, between the Parties hereto with respect to the subject matter hereof. No changes or modifications of this Agreement will be valid unless the same is in writing and signed by the Parties. No waiver of any provisions of this Agreement will be valid unless in writing and signed by the Parties.

3. Counterparts. This Agreement may be executed in one or more counterparts, each of which will be deemed to be an original, but all of which together will constitute one and the same instrument.
4. No Third-Party Beneficiaries. This Agreement will inure exclusively to the benefit of and be binding upon the Parties hereto and their respective successors, assigns, executors and legal representatives. Nothing in this Agreement, expressed or implied, is intended to confer on any person other than the Parties hereto or their respective successors and assigns any rights, remedies, obligations or liabilities under or by reason of this Agreement.
5. Severability. If any provision of this Agreement is held invalid or unenforceable, the remainder of this Agreement will continue valid and enforceable to the fullest extent permitted by law.
6. Non-Discrimination. The Parties will comply with any applicable federal, state or local laws, rules or regulations prohibiting discrimination. The Parties will not engage in unlawful discrimination or treatment because of race, color, religion, sex, national origin, military or veteran status, sexual orientation, or disability in the employment, training, or promotion of Students or personnel engaged in the performance of this Agreement.
7. Relationship of the Parties/Employment. CONCIERGE HOME CARE and School are independent contractors, and nothing contained in this Agreement will create the relationship of partnership, joint venture, agency, or employment between CONCIERGE HOME CARE and School or any of their employees, faculty, officers, agents, or contractors. No assigned Student or School faculty member under this agreement will in any way be considered an employee or agent of CONCIERGE HOME CARE, nor will any Student or faculty member be entitled to any fringe benefits, workers' compensation, disability benefits or other rights normally afforded to employees of CONCIERGE HOME CARE.
8. Governing Law; Venue. This Agreement and any claim or controversy hereunder shall be governed by and construed and enforced in accordance with the laws of the State of Florida, without regard to the conflict of laws provisions thereof. All actions and proceedings arising out of or related to this Agreement shall be brought in a court located in Marion County, Florida and no other location.
9. Disclosure Authorization. During the term of this Agreement, CONCIERGE HOME CARE authorizes School to disclose the existence of this Clinical Affiliation relationship to Students and prospective Students in advising, communications and marketing materials and discussions and to regulatory and accrediting authorities as needed.
10. Notice to Parties. Any notices under this Agreement will be in writing to the following addresses, or to such other address as either Party may specify in writing from time to time:

If to CONCIERGE HOME CARE:

4655 Salisbury Road, Suite 110  
Jacksonville, FL 32256

If to School:

District Board of Trustees of the College Central Florida  
c/o Office of the President  
3001 SW College Road  
Ocala, FL 34474

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed in their respective corporate names by duly authorized officers, all on the day and year first set forth above.

**CONCIERGE HOME CARE**

Signature: Charles P. Cruz

Printed Name: Charles Cruz

Title: Compliance Officer

Date: 8/20/2025

**SCHOOL**

Signature: 

Printed Name: JAMES D. HENDERSON

Title: PRESIDENT

Date: 8/27/25



## **EXHIBIT A**

### **CONCIERGE HOME CARE Site(s) for Clinicals, including but not limited to:**

2815 SE 17<sup>th</sup> St., Ocala, FL 34471

As mutually agreed by the Parties, any and all clinical site(s) of CONCIERGE HOME CARE with which CONCIERGE HOME CARE is affiliated, maintains control (directly or indirectly) and/or which CONCIERGE HOME CARE owns and operates, provided that CONCIERGE HOME CARE maintains the appropriate level of insurance coverages that cover CONCIERGE HOME CARE's operations at these sites, as set forth in B.2. above.

# **COLLEGE OF CENTRAL FLORIDA**

**5**

## **AGENDA ITEM NUMBER**

FOR BOARD MEETING SCHEDULED: September 24, 2025

SUBJECT: DLR Group – Criminal Justice Institute - Change Order No. 1

INITIATOR: Charles A. Prince  
Vice President of Administration & Finance

DATE: September 17, 2025

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### **OBJECTIVE AND PERTINENT FACTS:**

In accordance with the Change Order Resolution approved at the August 27, 2025 Board Meeting, we received approval from the Board Chair for the attached DLR Group change order on September 4, 2025.

The purpose of this change order is to allow DLR to extend the eight standard penetration test soil borings from 25' in depth to 50' below the existing site grade at the proposed building footprint.

### **RECOMMENDATION/ACTION REQUESTED:**

That the District Board of Trustees approve the agreement with DLR Group and authorize the Board Chair to sign.

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DLR Group inc.  
a Florida corporation  
301 East Pine Street, Suite 900  
Orlando, FL 32801

September 2, 2025

Katherine Hunt  
College of Central Florida  
Director of Facilities, Plant Operations  
Building 10, Plant Operations, Room 102  
3001 S.W. College Road, Ocala, FL 34474-4415

Re: Geotechnical Engineering Services for the College of Central Florida Criminal Justice Instructional Center

Dear Katie:

On behalf of DLR Group and our design team, I am pleased to offer this letter of proposal for additional geotechnical engineering services for the design of the Criminal Justice Instructional Center at the College of Central Florida. These services are managed under the direction of Kimley Horn.

**SCOPE OF WORK UNDERSTANDING:**

The eight standard penetrations test soil boring are proposed to extend from the 25ft in depth, previously agreed upon to 50ft in depth below the existing site grade at the proposed building footprint.

The geotechnical engineer will record the boring locations, recover soil samples and perform laboratory testing. Kimley Horn will direct the geotechnical engineer to prepare a report that presents findings, evaluations and recommendations to aid in the foundation design of the building.

**Additional Services Fee** \$7,150.00

Upon agreement of the fees and services requested for the execution of this project, it is our understanding that The College of Central Florida will incorporate the above-described information into an amendment to the Professional Services Agreement.

We look forward to working on this exciting project for The College of Central Florida.

Sincerely,  
DLR Group

Nicole Nichols, AIA  
Practice Leader & Principal-in-Charge  
Higher Education Leader

Proposal Accepted by:

9-4-2025

Date

ELEVATE *the*  
HUMAN EXPERIENCE  
THROUGH DESIGN

**Aldana, Suzanne**

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**From:** Carter, Erin  
**Sent:** Thursday, September 4, 2025 3:28 PM  
**To:** Aldana, Suzanne  
**Subject:** FW: EXTERNAL: Re: CF Criminal Justice Instructional Center - Geotech Boring Depth Increase - Add Service

Fyi

**Erin Carter | College of Central Florida**  
Manager of President's Office and Board Operations  
Founders Hall, 2<sup>nd</sup> Floor  
3001 S.W. College Road | Ocala, FL 34474-4415  
352-873-5835, ext. 1311 | Fax 352-873-5847  
[CarterE@cf.edu](mailto:CarterE@cf.edu) | [www.CF.edu](http://www.CF.edu)



Please Note: Due to Florida's very broad public records law, most written communications to or from college employees regarding college business are public records, available to the public and media upon request. Therefore, this email communication may be subject to public disclosure.

**From:** Henningsen, James D. <henningj@cf.edu>  
**Sent:** Thursday, September 4, 2025 3:27 PM  
**To:** Charlie Stone <cc5stone@embarqmail.com>  
**Cc:** Prince, Chuck <princech@cf.edu>; Carter, Erin <cartere@cf.edu>  
**Subject:** Re: EXTERNAL: Re: CF Criminal Justice Instructional Center - Geotech Boring Depth Increase - Add Service

Thank you sir. Your email works as approval. No signature needed.  
Jim

On Sep 4, 2025, at 3:06 PM, Charlie Stone <[cc5stone@embarqmail.com](mailto:cc5stone@embarqmail.com)> wrote:

**BEWARE OF SCAMS: This email originated from outside of the college. Do not click links, open attachments, or provide information to anyone who contacts you about this email.**

attachments, or share any personal information unless you have voice verified with the sender and know that the content is safe.

Ok I will approve it. Can I sign it next Wednesday?

Sent from my iPhone  
Charlie Stone

On Sep 4, 2025, at 1:20 PM, Henningsen, James D. <[henningj@cf.edu](mailto:henningj@cf.edu)> wrote:

Mr. Chairman,  
We have a small change order of \$7,150 for the new criminal justice center. Per previous board action this requires both of us to sign off on it. I am ok proceeding given the small cost and extra safety margin provided. Please let me know if you have any questions. This will require both of us to approve and then it is brought to board as update.  
Thanks  
Jim

Begin forwarded message:

**From:** "Prince, Chuck" <[princech@cf.edu](mailto:princech@cf.edu)>  
**Date:** September 4, 2025 at 12:28:22 PM EDT  
**To:** "Henningsen, James D." <[henningj@cf.edu](mailto:henningj@cf.edu)>  
**Cc:** "Carter, Erin" <[cartere@cf.edu](mailto:cartere@cf.edu)>  
**Subject:** FW: CF Criminal Justice Instructional Center - Geotech Boring Depth Increase - Add Service

In accordance with the resolution approved in the May DBOT meeting. I am forwarding this change order request to you for you to approve and provide to Trustee Stone. The justification for the additional work is listed in Katie's email below.

**From:** Hunt, Katherine <[huntk@cf.edu](mailto:huntk@cf.edu)>  
**Sent:** Thursday, September 4, 2025 9:16 AM  
**To:** Prince, Chuck <[princech@cf.edu](mailto:princech@cf.edu)>  
**Cc:** Aldana, Suzanne <[aldanas@cf.edu](mailto:aldanas@cf.edu)>; Hunt, Katherine <[huntk@cf.edu](mailto:huntk@cf.edu)>; Davis, Craig <[davisc@cf.edu](mailto:davisc@cf.edu)>  
**Subject:** FW: CF Criminal Justice Instructional Center - Geotech Boring Depth Increase - Add Service

Hi Chuck,



I have this additional services fee for DLR Group to add Geotechnical services for the CJJ project. The Engineer of record is requesting we increase the depth of the test borings from 25' to 50' at the proposed building location because of the historic depression activity on the west side of campus. Their initial testing showed no anomalies at the proposed building location so this is being done as a safety measure. The cost is \$7,150 and is under the threshold needed to go to the board for approval.

Thank you,

Katie

**Katie Hunt | College of Central Florida**  
Director of Facilities | Plant Operations  
Building 10, Plant Operations, Room 102  
3001 S.W. College Road | Ocala, FL 34474-4415  
352-854-2322, ext. 1729 | Fax 352-873-5812  
[huntk@cf.edu](mailto:huntk@cf.edu) | [www.CF.edu](http://www.CF.edu)

Please Note: Due to Florida's very broad public records law, most written communications to or from college employees regarding college business are public records, available to the public and media upon request. Therefore, this email communication may be subject to public disclosure.

**From:** Susan Pendergraft <[spendergraft@DLRGROUP.com](mailto:spendergraft@DLRGROUP.com)>  
**Sent:** Tuesday, September 2, 2025 3:05 PM  
**To:** Hunt, Katherine <[huntk@cf.edu](mailto:huntk@cf.edu)>  
**Subject:** EXTERNAL: CF Criminal Justice Instructional Center - Geotech Boring Depth Increase - Add Service

**BEWARE OF SCAMS: This email originated from outside of the college. Do not click on attachments, or share any personal information unless you have voice verified the sender and know that the content is safe.**

Katie,  
Please find the attached additional service request to increase the geotechnical boring depth from 25' to 50' under the proposed new CF Criminal Justice Instructional Center. Please advise on the next steps.  
Susan

**Susan Pendergraft, AIA, LEED AP**  
Senior Project Manager | Senior Associate  
[spendergraft@dlrgroup.com](mailto:spendergraft@dlrgroup.com)

**DLR Group**  
o: 407-648-1331 | d: 407-803-4925  
301 East Pine Street, Suite 900 Orlando, FL 32801  
[Annual Appointments Celebrate New Leaders](#)

***COLLEGE OF CENTRAL FLORIDA***

**6**

**AGENDA ITEM NUMBER**

FOR BOARD MEETING SCHEDULED: September 24, 2025

SUBJECT: President's Contract Addendum

INITIATOR: Dr. James D. Henningsen  
President

DATE: September 17, 2025

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**OBJECTIVE AND PERTINENT FACTS:**

The president's contract addendum is presented for action and has been reviewed by the college attorney.

**RECOMMENDATION/ACTION REQUESTED:**

That the District Board of Trustees approve the president's contract addendum.

**COLLEGE OF CENTRAL FLORIDA**

**7**

**AGENDA ITEM NUMBER**

FOR BOARD MEETING SCHEDULED: September 24, 2025

SUBJECT: Textbook Affordability Report 2024-2025

INITIATOR: Dr. Mark L. Paugh, Vice President for Academic Affairs

DATE: September 17, 2025

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**OBJECTIVE AND PERTINENT FACTS:**

In accordance with section (s.) 1004.085, Florida Statutes (F.S.), September 30 of each year, the district board of trustees of all Florida College System institutions are required to report to the Florida College System Chancellor, factors that influenced the textbook and instructional materials selected to ensure maximum affordability.

**RECOMMENDATION/ACTION REQUESTED:**

Requesting that the District Board of Trustees approve the report as presented.



# Textbook Affordability Report for College of Central Florida for Fall 2024 and Spring 2025

## ***Policies and Strategies***

1. Please provide a brief update on your institution's established policies that instructors or departments follow regarding providing adequate notice to bookstores on the adoption of required and recommended textbooks and instructional materials.

Textbook notification deadlines for bookstore orders are highlighted on the college's annual Academic Calendar, approximately 60 days in advance of instruction to allow for order processing. Deadlines are reviewed in advance in department and division meetings as well as staff assistant meetings.

2. Describe your institution's selection process for textbook and instructional materials for high-enrollment courses, defined as the top 10 courses with the highest course enrollments.

Before textbook adoption is finalized, the academic departments will collect and maintain written or electronic certifications from course instructors attesting that all textbooks and instructional items ordered will be used, particularly each item sold as part of a bundled package; the extent to which a new edition differs substantially from earlier versions; the value of changing to a new edition; and efforts were made to find less expensive alternatives. In addition, the departmental documentation will indicate whether desk copies of the new adoption will be made available at the Learning Resource Center's Reserve Desk, and the availability of free, equivalent or supplemental material through the Learning Resource Center or an online repository.

Additionally, for all A.A. and A.S. General Education Common Core Courses, a college wide department will choose one official textbook. The department may choose to use materials in addition to the official textbook or individual instructors may add materials in addition to the official textbook

3. Identify specific institutional policies or initiatives designed to reduce the cost of textbooks and instructional materials. Select all that apply.

- ☒ Adoption of Open Educational Resources (OER)
- ☒ Usage of digital textbooks and learning objects
- ☒ Textbook affordability committees
- ☒ Mechanisms to assist in buying, renting, selling, and sharing textbooks and instructional materials
- ☐ Program(s) with no textbook costs
- ☐ Faculty grants for development of textbooks
- ☒ Bulk textbook purchasing
- ☒ Offering students opt-in provisions for the purchase of materials
- ☐ Offering students opt-out provisions for the purchase of materials
- ☒ Consideration of the length of time that textbooks and instructional materials remain in use

☒ Course-wide adoption, specifically for high-enrollment general education courses

☐ Other (please specify): [Click or tap here to enter text.](#)

**Forty-Five (45) Day Posting Requirement**

4. Describe the policies implemented regarding the posting of textbook and instructional materials for at least 95% of all courses and course sections 45 days before the first day of class.

The College shall post on the website, as early as feasible, but not less than 45 days prior to the first day of class for each term, a list of textbooks required for courses offered at the College during the upcoming term. The posted list will include the International Standard Book Number (ISBN) for each required textbook or other identifying information to include, at minimum, all of the following: the title, all authors listed, publishers, edition number, copyright date, published date, and other relevant information necessary to identify the specific textbook or textbooks required for each course. Pursuant to Section 1004.085 (6), Florida Statutes, for those classes added after the forty-five (45) day notification deadline, the College shall post textbook information on the website immediately as such information becomes available.

5. Report the number and the total percentage of courses and course sections, including OER and no-cost\* sections, that were not able to meet the textbook and instructional materials posting deadline for the terms below. Please specify how many sections there were with and without reasonable exceptions.

Reporting Requirements	Fall 2024	Spring 2025
<i>Total Number of Course Sections</i>	<b>1,063</b>	<b>1,214</b>
<i>Number/Percentage of Course Sections Able to Meet 45-Day Deadline</i>	1,027/96.6%	1,185/97.6%
<i>Number/Percentage of Course Sections Not Able to Meet 45-Day Deadline <u>With</u> an Allowable Exception</i>	6/0.6%	167/13.7%
<i>Number/Percentage of Course Sections Not Able to Meet 45-Day Deadline <u>Without</u> an Allowable Exception</i>	36/3.4%	29/2.4%

\*A "No-Cost Section" could be a section that does not require textbooks or instructional materials or a section that utilizes no-cost OER.

**Searchable Textbooks and Instructional Materials List**

6. Indicate whether your institution made the list of textbooks and instructional materials searchable by the required components for this reporting cycle by answering Yes or No.

Required Components	Yes/No
<i>Course subject</i>	Yes
<i>Course number</i>	Yes
<i>Course title</i>	Yes
<i>Name of the instructor of the course</i>	Yes
<i>Title of each assigned textbook or instructional material</i>	Yes
<i>Each author of an assigned textbook or instructional material</i>	Yes

If any component of your institution's list was not searchable or missing a required component, please provide a brief explanation and identify activities to come into compliance.

[Click or tap here to enter text.](#)

**Downloadable Textbooks and Instructional Materials List**

7. Describe how your institution made the list of textbooks and instructional materials easily downloadable by current and prospective students.

CF created a web page in the Consumer Information section of our main college web site. This page is titled Textbook Affordability, <https://www.cf.edu/about-cf/cf-at-a-glance/consumer-information/textbook-affordability/>. It can also be found by doing a search for Textbook Affordability on the web site. On this page is a description and a listing of the searchable PDFs by academic year that are available. Clicking on each link will bring up the PDF for that year. Pressing Ctrl+F will allow the user to search by any term in the PDF.

**Icon for No-Cost OER and No-Textbook Course Sections**

8. Indicate how your institution implemented the use of an icon to indicate the status of course sections where no textbook is required or no-cost OER are used. Check all that apply.
- ☐ Through Zero Textbook Cost Indicator developed by the Florida Postsecondary Academic Library Network.
- ☐ Through the bookstore website (vendor or college-managed).
- ☒ Through the course registration system.
- ☐ Other (please specify): [Click or tap here to enter text.](#)

If your institution did not implement an icon, please provide a brief explanation and identify activities to come into compliance.

[Click or tap here to enter text.](#)

**General Education Core Course Syllabi Components and Forty-Five (45) Day Posting Requirement**

9. Indicate whether all general education core course syllabi included the required components for this reporting cycle by answering Yes or No.

Required Components	Yes/No
<i>Curriculum</i>	Yes
<i>Goals</i>	Yes
<i>Objectives</i>	Yes
<i>Student expectations of the course</i>	Yes
<i>How student performance will be measured</i>	Yes

If your institution's general education core course syllabi were missing a required component, please provide a brief explanation and identify activities to come into compliance.

[Click or tap here to enter text.](#)

10. Indicate whether your institution posted the course syllabi for at least 95% of the general education core course sections 45 days before the first day of class for this reporting cycle, with or without reasonable exceptions, by answering Yes or No.

Reasonable exceptions include:

- A faculty member has not yet been assigned to teach the course section before the forty-five (45) day notification deadline.
- The course section is added after the forty-five (45) day notification deadline.

Posting Requirements	Yes/No
<i>The syllabi for at least 95% of the general education core course sections <u>were posted</u> 45 days before the first day of classes this reporting cycle.</i>	Yes
<i>The syllabi for at least 95% of the general education core course sections <u>were not posted</u> 45 days before the first day of classes this reporting cycle; however, with reasonable exceptions, the college is in compliance.</i>	
<i>The syllabi for at least 95% of the general education core course sections <u>were not posted</u> 45 days before the first day of classes this reporting cycle.</i>	

If your institution did not meet the syllabi posting requirement for which a reasonable exception applies, please provide a brief explanation, and identify activities to come into compliance.

[Click or tap here to enter text.](#)

#### **Textbook and Instructional Materials List Five-Year (5) Posting Requirement**

11. Indicate whether your institution updated and posted the list of required and recommended textbooks for the preceding five (5) academic years by September 1, 2025, by answering Yes or No.

Preceding 5 Academic Years	Yes/No
<i>2019-20</i>	Yes
<i>2020-21</i>	Yes
<i>2021-22</i>	Yes
<i>2022-23</i>	Yes
<i>2023-24</i>	Yes

If your institution did not publish the textbooks and instructional materials list for all of the preceding five (5) academic years, please provide a brief explanation and identify activities to come into compliance.

Click or tap here to enter text.

12. Indicate whether the list of required and recommended textbooks for the preceding five (5) academic years included all of the required components by answering Yes or No.

Required Components	Yes/No
<i>Course subject</i>	Yes
<i>Course number</i>	Yes
<i>Course title</i>	Yes
<i>Name of the instructor of the course</i>	Yes
<i>Title of each assigned textbook or instructional material</i>	Yes
<i>Each author of an assigned textbook or instructional material</i>	Yes

If your institution did not include all of the required components, please provide a brief explanation and identify activities to come into compliance.

Click or tap here to enter text.

13. Please provide the URL where the five-year textbooks and instructional materials list(s) are posted.  
<https://www.cf.edu/about-cf/cf-at-a-glance/consumer-information/textbook-affordability/>

#### ***Financial Aid Policies That Promote Affordability***

14. Identify specific institutional financial aid policies or programs that promote affordability. Check all that apply.

- ☒ Targeted aid to students close to completing (including Last Mile)
- ☒ Targeted aid to students who were in need, but not eligible for Pell Grants
- ☒ Emergency student aid fund for students in emergency financial situations with unplanned costs

- ☒ Single online scholarship application management system for all institutional scholarships
- ☒ Partnerships with community-based organizations
- ☐ Other (please specify): [Click or tap here to enter text.](#)

***Other Affordability Strategies***

15. Provide any additional information about any innovative or new affordability strategies. Optional.  
[Click or tap here to enter text.](#)

**COLLEGE OF CENTRAL FLORIDA**

**8  
AGENDA ITEM NUMBER**

FOR BOARD MEETING SCHEDULED: September 24, 2025

SUBJECT: Spending Plan for Fund Balance

INITIATOR: Charles A. Prince  
Vice President of Administration & Finance

DATE: September 17, 2025

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**OBJECTIVE AND PERTINENT FACTS:**

In accordance with Florida Statute Section 1013.841 (2)(b) the College's Carryforward Spending Plan period ending June 30, 2025 will be provided for the Board's approval. Copies will be submitted to the State as required. The Carryforward Spending Plan is attached.

**RECOMMENDATION/ACTION REQUESTED:**

Requesting that the District Board of Trustees approve the Carryforward Spending Plan as presented and authorize the Board Chair to sign.



Line Item #	Carryforward Spending Plan Category	Specific Expenditure/Project Title	Carryforward Amount Budgeted for Expenditure During FY 2025-26	Project Timeline			Comments/Explanations	
				Total # Years of Expenditure per Project	Current Expenditure Year #	Estimated Completion Date (Fiscal Year)		
1.	(e) Operating expenditures	ERP system and implementation	6,430,866	7	2	29-30	Started implementation in 23-24	
2.	(e) Operating expenditures	Unfunded increase in State Group Health Insurance	2,500,000	N/A	N/A	N/A	Increased costs of employer contributions to SGHI	
3.	(g) Commitment to contingency reserve related to state declared emergency	Reserve required for state declared emergencies that may require fiscal stabilization	5,150,000	N/A	N/A	N/A	An appropriate fund balance is critical to protect the college against unforeseen events or emergencies. Best practice financial models presented by the Government Finance Officers Association (GFOA) suggest that an appropriate fund balance should be no less than 2 months (60 days) of operating expenditures. CF minimum required fund balance would only allow for 25 days of operating expenditures.	
4.	(b) Completion of renovation, repair or maintenance project	Various renovation and remodeling projects in various states of completion	5,000,000	3	1	27-28		Currently funded with local and CIF funds.
5.	(c) Completion of remodeling project	Various remodeling projects in various states of completion	2,000,000	3	2	26-27		Currently funded with local and CIF funds.
		Total as of July 1, 2025: *	\$ 21,080,866					
		Amount Requiring Spending Plan	\$ 21,080,866					

Charlie Stone, Chair  
District Board of Trustees

Date

**COLLEGE OF CENTRAL FLORIDA**

**9  
AGENDA ITEM NUMBER**

FOR BOARD MEETING SCHEDULED: September 24, 2025

SUBJECT: Monthly Financial Summary Report – August

INITIATOR: Charles A. Prince  
Vice President of Administration & Finance

DATE: September 17, 2025

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**OBJECTIVE AND PERTINENT FACTS:**

Each month the Board is provided with Monthly Financial Summary Report for all funds and additional information of general college operations (Fund 1) indicating major fiscal matters, including trends, revenue, and expense analysis. The Monthly Financial Summary Report is attached.

**RECOMMENDATION/ACTION REQUESTED:**

That the Board acknowledges the receipt of the Monthly Financial Summary Report and requests the report be filed with the Board meeting records.

# COLLEGE OF CENTRAL FLORIDA

August 2025 Financial Summary

Variance Notes

FY 2024-25 TO FY 2025-26

## **Revenues**

Line 1: Increase in student fees compared to this period last year.

Line 2: State Appropriations increased compared to this period last year.

Line 3: Decrease in other revenue and interest received compared to this period last year.

## **Expenses**

Line 6: Decrease in salary and wages compared to this period last year due to timing difference for instructional salaries.

Line 7: Increase in employee benefits compared to this period last year.

Line 9: Slight decrease of technology repair/maintenance annual contracts and insurance compared to this period last year.

Line 10: Increase in educational materials and data software compared to this period last year.

Line 11: Decrease in Scholarships and Other Expenses compared to this period last year.

Line 13: Increase in Capital Outlay expenses compared to this period last year.

**COLLEGE OF CENTRAL FLORIDA**  
**GENERAL COLLEGE OPERATIONS FUND 1**  
**MONTHLY FINANCIAL SUMMARY AS OF AUGUST 31, 2025**  
**FOR FISCAL YEARS 2025 AND 2026**

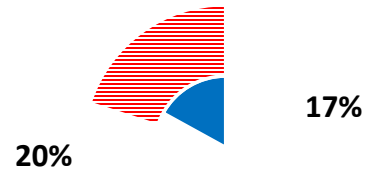
Reflecting Actual Results for 17% of the Fiscal Year

	<b>FY 2024-25 8/31/2024</b>	<b>FY 2025-26 8/31/2025</b>	<b>25/26 % Inc (Dec)</b>	<b>24/25 % Inc (Dec)</b>	<b>FY 2025-26 Budget</b>	<b>25/26 % of Budget Recognized</b>	<b>24/25 % of Budget Recognized</b>
<b>REVENUES</b>							
1 Student Fees	5,491,363	5,870,267	7%	9%	15,481,348	38%	40%
2 State Support	6,163,557	6,383,886	4%	0%	43,146,825	15%	14%
3 Other Revenue	584,018	568,013	-3%	17%	3,688,974	15%	30%
4 Transfer from Fund Balance	0	0	0%	0%	2,000,000	0%	0%
<b>5 TOTAL REVENUE</b>	<b>12,238,938</b>	<b>12,822,166</b>	<b>5%</b>	<b>5%</b>	<b>64,317,147</b>	<b>20%</b>	<b>21%</b>
<b>EXPENSES</b>							
<b>Personnel Expense</b>							
6 Salary and Wages	3,960,046	3,265,715	-18%	10%	32,091,472	10%	13%
7 Employee Benefits	1,193,142	1,298,276	9%	4%	11,543,652	11%	12%
8 Subtotal Personnel Expense	5,153,188	4,563,991	-11%	9%	43,635,124	10%	13%
<b>Current Expenses</b>							
9 Operating	1,854,476	1,851,175	0%	-4%	13,500,612	14%	17%
10 Supply & Material	624,998	696,599	11%	-12%	1,965,650	35%	34%
11 Scholarships & Other Exp	286,884	230,761	-20%	-28%	3,265,761	7%	17%
12 Subtotal Current Expense	2,766,358	2,778,535	0%	-10%	18,732,023	15%	19%
<b>13 Capital Outlay Expense</b>	<b>597,197</b>	<b>948,052</b>	<b>59%</b>	<b>-59%</b>	<b>1,950,000</b>	<b>49%</b>	<b>16%</b>
<b>14 TOTAL EXPENSES</b>	<b>8,516,743</b>	<b>8,290,578</b>	<b>-3%</b>	<b>-4%</b>	<b>64,317,147</b>	<b>13%</b>	<b>15%</b>
<b>15 Incr/Decr to Fund Balance</b>	<b>3,722,195</b>	<b>4,531,588</b>	<b>22%</b>	<b>34%</b>	<b>0</b>		

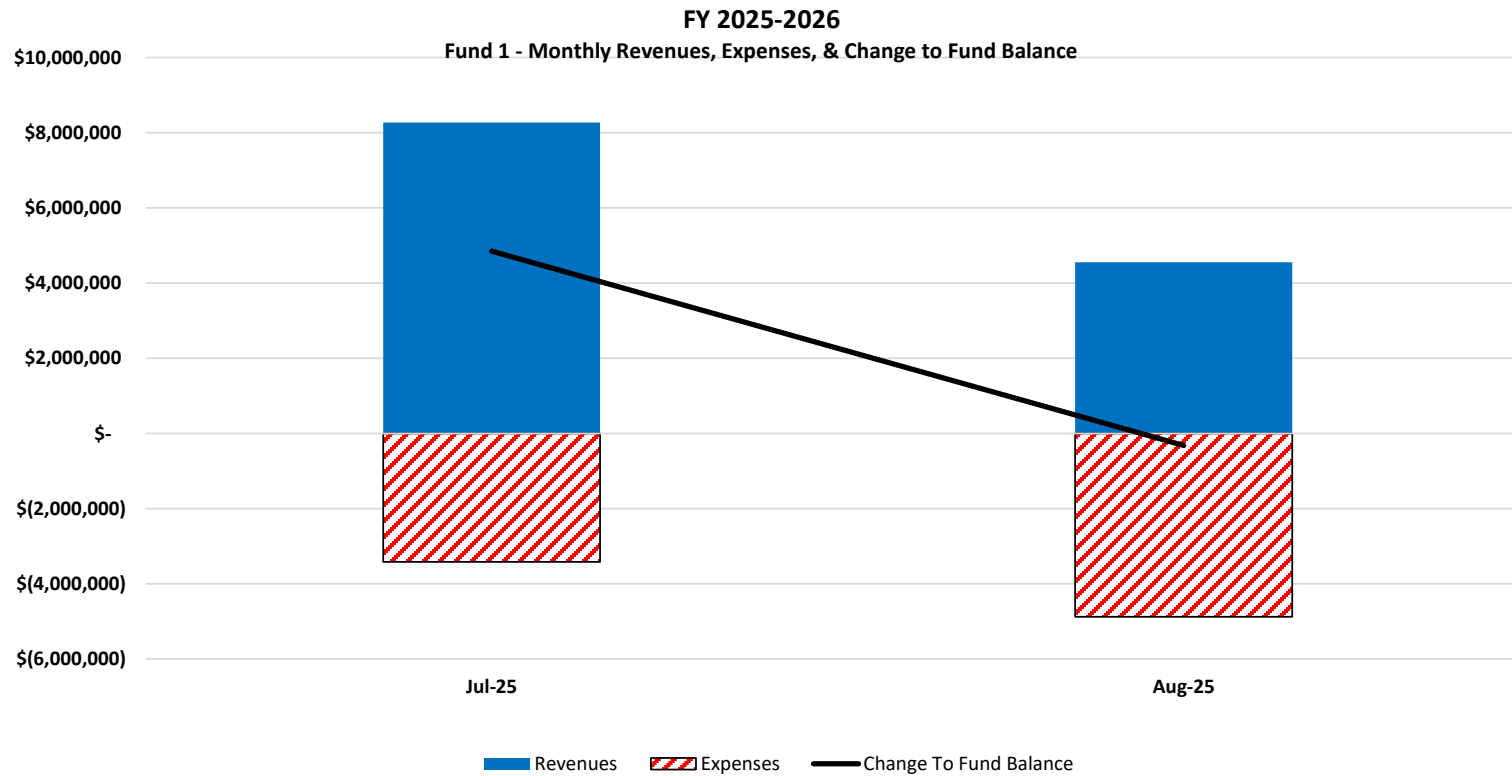
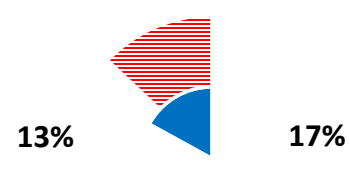
COLLEGE OF CENTRAL FLORIDA  
SCHEDULE OF ACCOUNTS  
Income Statement  
As of August 31, 2025

	CURRENT FUND UNRESTRICTED	CURRENT FUND RESTRICTED	AUXILIARY CURRENT	LOAN AND ENDOWMENTS	SCHOLARSHIP RESTRICTED	AGENCY FUND	UNEXPENDED PLANT	TOTAL
	Fund 1	Fund 2	Fund 3	Fund 4	Fund 5	Fund 6	Fund 7	
<b>Revenue:</b>								
Student Fees	5,870,267	432,889	-	-	248,631	-	820,515	7,372,302
State Support	6,383,886	-	-	-	-	-	5,100,041	11,483,927
Federal Support	11,308	-	-	-	3,793,301	218,020	-	4,022,629
Gifts, Grants	-	508,579	-	-	-	-	-	508,579
Sales and Service Department	124,138	42,090	62,608	-	-	-	-	228,836
Interest Earnings	409,757	-	-	-	-	-	1,235	410,992
Other Revenue	22,810	-	-	-	256	-	-	23,066
Non-Revenue Receipts (transfers)	-	263,948	-	-	-	-	-	263,948
<b>Total Revenue</b>	<b>12,822,166</b>	<b>1,247,505</b>	<b>62,608</b>	<b>-</b>	<b>4,042,189</b>	<b>218,020</b>	<b>5,921,791</b>	<b>24,314,279</b>
<b>Expenses:</b>								
Personnel Services	4,563,991	707,866	30,343	-	-	-	30,706	5,332,906
Current Expense	2,778,535	320,889	18,737	-	1,917,652	218,020	166,850	5,420,683
Capital Outlay	948,052	121,124	-	-	-	-	679,510	1,748,686
<b>Total Expenses</b>	<b>8,290,578</b>	<b>1,149,879</b>	<b>49,079</b>	<b>-</b>	<b>1,917,652</b>	<b>218,020</b>	<b>877,066</b>	<b>12,502,275</b>
<b>Net Change in Fund Balance</b>	<b>4,531,588</b>	<b>97,626</b>	<b>13,529</b>	<b>-</b>	<b>2,124,536</b>	<b>-</b>	<b>5,044,725</b>	<b>11,812,004</b>

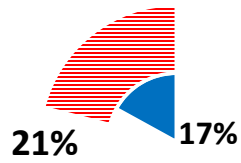
**Revenues**  
% of Budget vs % of Fiscal Year



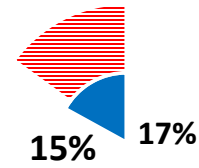
**Expenses**  
% of Budget vs % of Fiscal Year



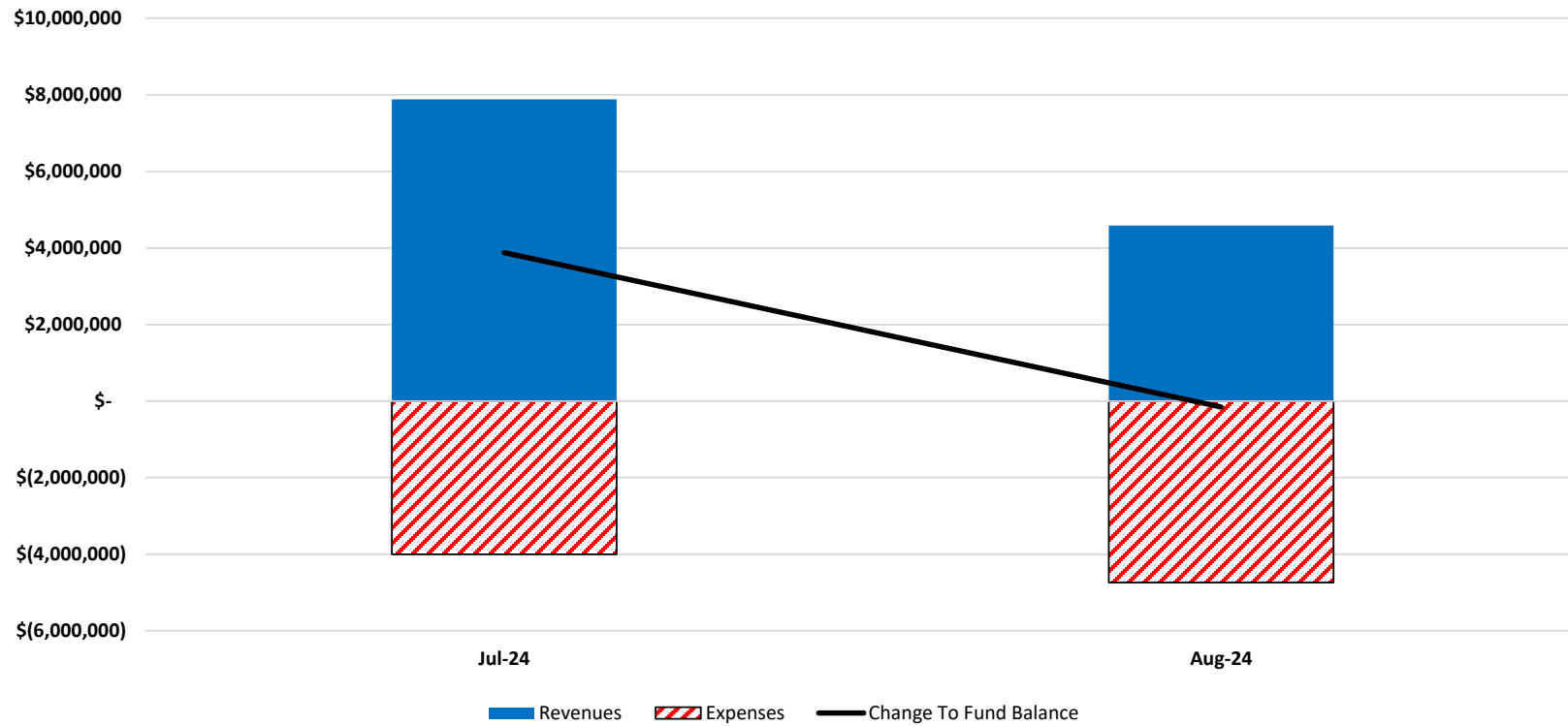
**Revenues**  
% of Budget vs % of Fiscal Year



**Expenses**  
% of Budget vs % of Fiscal Year



**FY 2024-2025**  
Fund 1 - Monthly Revenues, Expenses, & Change to Fund Balance



**COLLEGE OF CENTRAL FLORIDA**

**10**

**AGENDA ITEM NUMBER**

FOR BOARD MEETING SCHEDULED: September 24, 2025

SUBJECT: Annual Financial Report (AFR)

INITIATOR: Charles A. Prince  
Vice President of Administration & Finance

DATE: September 17, 2025

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**OBJECTIVE AND PERTINENT FACTS:**

The College's Annual Financial Report (AFR) for the period ending June 30, 2025 will be provided for the Board's review. Copies have been submitted to the Division of Florida Colleges as required by State Board of Education Rule. The Executive Summary is attached. The AFR will be available at the Board meeting.

**RECOMMENDATION/ACTION REQUESTED:**

That the District Board of Trustees acknowledges receipt of the AFR for the period ending June 30, 2025.



Executive Summary of 6/30/2025 Annual Financial Report

<b>College of Central Florida</b> <b>Condensed Statement of Net Position (Unaudited)</b> <b>At Fiscal Years End (in thousands)</b>			
	<u>6/30/2025</u>	<u>6/30/2024</u>	<u>Incr/(Decr)</u>
<b>Total Assets</b>	<u>\$ 206,818</u>	<u>\$ 205,734</u>	<u>\$ 1,084</u>
<b>Deferred Outflows of Resources</b>	<u>\$ 8,354</u>	<u>\$ 8,264</u>	<u>\$ 90</u>
<b>Total Liabilities</b>	<u>\$ 47,161</u>	<u>\$ 54,825</u>	<u>\$ (7,664)</u>
<b>Deferred Inflows of Resources</b>	<u>\$ 3,679</u>	<u>\$ 2,560</u>	<u>\$ 1,119</u>
<b>Net Position</b>			
Net Investment in Capital Assets	\$ 104,495	\$ 98,009	\$ 6,486
Restricted	56,139	53,097	3,042
Unrestricted	3,697	5,506	(1,809)
<b>Total Net Position</b>	<u>\$ 164,331</u>	<u>\$ 156,612</u>	<u>\$ 7,719</u>
<b>Change in Net Position</b>	<u>\$ 7,719</u>	<u>4.9%</u>	

(Please refer to pages 3-4 of the MD&A for summary discussion)

<b>College of Central Florida</b> <b>Condensed Statement of Revenues, Expenses, and Changes in Net Position (Unaudited)</b> <b>For Fiscal Years End (in thousands)</b>			
	<u>6/30/2025</u>	<u>6/30/2024</u>	<u>Incr/(Decr)</u>
Operating Revenues	\$ 23,592	\$ 14,487	\$ 9,105
Less, Operating Expenses	<u>89,602</u>	<u>79,160</u>	<u>10,442</u>
<b>Operating Income (Loss)</b>	<u>\$ (66,010)</u>	<u>\$ (64,673)</u>	<u>\$ (1,337)</u>
Net Nonoperating Revenues	<u>69,531</u>	<u>64,444</u>	<u>5,087</u>
<b>Income (Loss) Before Other Revenues, Expenses, Gains, or Losses</b>	<u>\$ 3,521</u>	<u>\$ (229)</u>	<u>\$ 3,750</u>
Other Revenues, Expenses, Gains, or Losses	<u>4,198</u>	<u>25,844</u>	<u>(21,646)</u>
<b>Net Increase (Decrease) in Net Position</b>	<u>\$ 7,719</u>	<u>\$ 25,615</u>	<u>\$ (17,896)</u>
<b>Net Position, Beginning of Year, as Restated</b>	<u>156,612</u>	<u>130,997</u>	<u>25,615</u>
<b>Net Position, End of Year</b>	<u>\$ 164,331</u>	<u>\$ 156,612</u>	<u>\$ 7,719</u>

(Please refer to pages 5-8 of the MD&A for summary discussion)

# Executive Summary of 6/30/2025 Annual Financial Report

<b>College of Central Florida</b> <b>Condensed Statement of Cash Flows (Unaudited)</b> <b>For Fiscal Years End (in thousands)</b>			
	<u>6/30/2025</u>	<u>6/30/2024</u>	<u>Incr/(Decr)</u>
<b>Cash Provided (Used) by:</b>			
Operating Activities	\$ (60,858)	\$ (46,490)	\$ (14,368)
Noncapital Financing Activities	67,172	62,659	4,513
Capital and Related Financing Activities	27	(1,758)	1,785
Investing Activities	<u>2,541</u>	<u>2,155</u>	<u>386</u>
<b>Net Incr (Decr) in Cash and Cash Equivalents</b>	<b>\$ 8,882</b>	<b>\$ 16,566</b>	<b>\$ (7,684)</b>
Cash and Cash Equivalents, Beginning of Year	<u>53,297</u>	<u>36,731</u>	<u>16,566</u>
<b>Cash and Cash Equivalents, End of Year</b>	<b><u>\$ 62,179</u></b>	<b><u>\$ 53,297</u></b>	<b><u>\$ 8,882</u></b>

(Please refer to pages 8-9 of the MD&A for summary discussion)

**COLLEGE OF CENTRAL FLORIDA**

**11**

**AGENDA ITEM NUMBER**

FOR BOARD MEETING SCHEDULED: September 24, 2025

SUBJECT: Hampton Center Update

INITIATOR: Dr. Stephanie Cortes  
Associate Vice President of Health Sciences

DATE: September 17, 2025

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**OBJECTIVE AND PERTINENT FACTS:**

Dr. Stephanie Cortes will provide a Hampton Center update.

**RECOMMENDATION/ACTION REQUESTED:**

For the Board's information only – No action needed.