

The Vice-Chair called the regular meeting of the Board of Trustees to order at 3:00 p.m. on Wednesday, December 11, 2024 and asked that everyone stand to recite the Pledge of Allegiance. The meeting was held at the Appleton Museum.

CALL TO ORDER

Members Present: Charlie Stone, Vice-Chair
 Joyce Brancato Rusty Branson
 Bill Edgar Fred Roberts, Jr.
 James Henningsen, Board Secretary

PRESENT

Members Absent: Bobby Durrance

ABSENT

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

Dr. Henningsen introduced Rachel Cote, Director of Marketing and Public Relations to recognize Berry Davis, III. Berry having been with the college for 35 years, has been a pillar for the marketing department. In 2024 alone, he has taken and processed over 10,000 photos for the college. Mr. Davis thanked the Trustees, the President and the college for the wonderful 35 years of service where he was happy to go to work everyday and ask people to smile.

RECOGNITION

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

PUBLIC COMMENT

The Vice-Chair asked for any corrections or updates to the minutes of the October 30, 2024 District Board of Trustees meeting. Hearing none, upon a motion by Trustee Branson seconded by Trustee Brancato and unanimously carried, the Board approved the October 30, 2024 meeting minutes as presented and authorized the Vice-Chair and President to sign on behalf of the Board.

MINUTES**CONSENT AGENDA****CONSENT AGENDA**

Recommend Board approval of the following:

Personnel Report

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:

Cady, Jeanine A. – Manager – Printing & Postal Services – January 02, 2025
 Donahoo, Summer A. – Faculty – Associate Degree Nursing – Health Sciences – Citrus – November 01, 2024
 Herbst, Teresa L – Assistant Director – Human Resources – January 02, 2025
 Matos Camacho, Mayori – Manager – Admissions & International Students – Admissions & Student Recruitment – November 18, 2024
 Tackett, Joshua W. – Trades Specialist – HVAC – Plant Operations – November 01, 2024

Grants and Contracts – Fund 2:

Shotwell, Jan D. – Business Manager – Athletics – November 18, 2024

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:

Ausley, Avery L. Bunge, Claudia V. Gremanis, Diana

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:

Bernal, Juan M.	Gaffey, Tucker L.	McKinney, Justin R.
Blackburn, Lonnie D.	Grisales, Jaime A.	Reynolds, Nicole D.
Bowen, James E.	Huchro, Michael T.	Schmidt, Andrew D.
Boymer, Arick AK	Jackson, Jonathan S.	Spain, Jr., Alan James
Chamberlain, Paul L.	King, Mary Lynn	Trubelhorn, Christopher B.
Colombo, Jr., Joseph C.	Lynch, Charles A.	Trussell, Jeffery E.
Coffey, Anthony M.	Martin, Ryan A.	Quiroz Casian, Alexander O.
Froehlich, Tyler J.	McClain, David R.	

Temporary Part-Time Professional: None this reporting period.

Temporary Part -Time Career Service: OPS

Singletary, Ceaira N. Stroffolino, Michael J. Quinn, Joleigh R.

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:

Arenas, Yolaine	Graham, Lamarcus Q	Gregory, Sage G.
Deniyage, Amy Kay L.	Gregor, Annie K.	Kitende, Priscilla

Notification of engagement in outside employment or extra college activities:

Aldana, Suzanne L. Lanzilla, David

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

Altany, Sharon K. – Business Manager – Athletics – December 31, 2024
 Benlolo, Henri – Dean – Student Services – December 31, 2024
 Cipolla, Mary J. – Property & Plant Fund Accountant – December 31, 2024

Resignations:

Sorrentino, Lisandra DLC – Faculty – BSN – Health Sciences – December 17, 2024
 Tucker, Kytia S. – Accountant I – Financial Operations – November 01, 2024

Terminations:

Ortiz-Sanchez, Brenda E. – Instructional Assistant – Sciences – October 25, 2024
 Soller, Eian R. – Facilities Worker – Citrus – October 15, 2024

Separation due to Internal Transfer – No Break in Service:

Cady, Jeanine A. – Hampton Center Coordinator – Hampton – January 01, 2025
 Herbst, Teresa L. – Coordinator – Payroll Services – Financial Operations – January 01, 2025
 Matos Camacho, Mayori – Manager – International Students Admissions & Advising Specialist – Admissions & Student Recruitment – November 17, 2024
 Shotwell, Jan D. – Public Safety Assistant – Public Safety – November 17, 2024

Separation from the College due to end of Temporary Appointment:
 None this reporting period.

Separation from the College due to end of Grant Funding: None this reporting period.

Separation from the College due to Leave of Absence: None this reporting period.

Separation from the College due to Elimination of Position: None this reporting period.
 Separation from the College - Other:

Penegor, Clare – Faculty – Associate Degree Nursing – Health Sciences – November 8, 2024

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

Beckham, Quincy D. - Business Accounts Coordinator – Financial Operations

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 \$86,778.38.

Property Donations /Dispositions

The Board was asked to approve the Curriculum Changes as recommended by the curriculum committee and approved by the President.

Curriculum Changes

The Board was asked to ratify approval of three (3) Health Care Affiliation & Internship Agreements and give authorization to the Board Vice-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 license agreement with Citrus County SCORE - Renewal agreement and give authorization for the Vice-Chair to sign the agreement on behalf of the College of Central Florida.

License Agreement with Citrus County SCORE – Renewal

The Board was asked to approve the license agreement with Levy County SCORE - Renewal agreement and give authorization for the Vice-Chair to sign the agreement on behalf of the College of Central Florida.

License Agreement with Levy County SCORE – Renewal

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

The School Board of Citrus County- Mid Florida Career Pathway Consortium - Renewal

The Vice-Chair presented the Consent Agenda for approval. Upon a motion by Trustee Brancato, second by Trustee Edgar 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.

Approval of Consent Agenda

OTHER BUSINESS

Dr. Fryns, Vice President of Workforce Development and Innovation presented the A.S. degree in Paralegal Studies program for closure effective January 2025 as the program does not meet the needs of employers and does not satisfy the current education needs of students. The classes are still available under the A.S. Office Administration with legal specialization. After a brief discussion, upon a motion by Trustee Roberts, second by Trustee Edgar, and unanimously carried the A.S. degree in Paralegal Studies has been closed.

Academic Program Closure

Dr. Henningsen presented the budget priorities for the coming fiscal year which provide guidance for the budget process beginning in January. There are no changes recommended for 2025-2026 budget process. After discussion, upon a motion by Trustee Branson, second by Trustee Edgar, and unanimously passed, the Board approved Budget Priorities for 2025-2026.

Budget Priorities for 2025-2026

Mr. Prince, Vice President of Administration and Finance presented the College of Central Florida Foundation, Inc., 2025 Financial Memorandum of Understanding. The Foundation is a direct support organization of the College and is organized and operates exclusively to receive, hold, invest and administer property and to make expenditures to or for the benefit of the college. The memorandum certifies that college resources were used only for the purposes approved by the Board of Trustees. Upon a motion by Trustee Edgar, second by Trustee Brancato and unanimously carried, the Board approved the College of Central Florida Foundation Inc., 2025 Financial Memorandum of Understanding.

College of Central Florida Foundation, Inc., 2025 Financial Memorandum of Understanding

Mr. Prince, Vice President of Administration and Finance presented the Request for Qualification for Architectural and Engineering Services for the Criminal Justice Instructional Center. The recommendation for award is based on the vendor that provided the lowest, responsive and responsible bid to be in the best interest of the college upon completion. Based on the bids received, approval is requested to award RFQ 24-1 to DLR group. After a brief discussion on bid process, a motion by Trustee Branson, second by Trustee Roberts and unanimously carried, the Board approved the RFQ 24-1 A & E Services- Criminal Justice Instructional Center – Recommendation for Award.

RFQ 24-1 A & E Services- Criminal Justice Instructional Center- Recommendation for Award

Mr. Prince, Vice President of Administration and Finance presented the Request for Qualification 24-2 Construction Management at Risk Services – Criminal Justice Instructional Center – Recommendation for Award. The recommendation for award is based on the vendor that provided the lowest, responsive and responsible bid to be in the best interest of the college upon completion of the posting period. Based on the bids received, approval is requested to award RFQ 24-2 to Charles Perry Partners Inc., (CPPI). After a brief discussion, a motion by Trustee Edgar, second by Trustee Brancato and unanimously carried, the Board approved the RFQ 24-2 Construction Management at Risk Services – Criminal Justice Instructional Center – Recommendation for Award.

RFQ 24-2 Construction Management at Risk Services – Criminal Justice Instructional Center – Recommendation for Award**ACKNOWLEDGE RECEIPT**

The Vice-Chair acknowledged receipt of the Financial Information Monthly Financial Summary Report on behalf of the Board with no additional comments or questions from the Board.

Financial Information- Monthly Financial Summary Report

FOR INFORMATION ONLY

Dr. Viviano-Broderick, Vice President of Institutional Effectiveness and College Relations provided a timeline and update of the SACSCOC Accreditation Reaffirmation process including what is required in the compliance certification, quality enhancement plan and how the report is currently being reviewed by the consultant. The timeline also included future deadlines, completion and impact on our students.

SACSCOC Accreditation and Reaffirmation Update

Mr. Steuber, Director of the Appleton Museum provided an update of the growth in attendance and outreach of the Appleton Museum from 2019 to 2024, 2024 Statewide Leadership Award of the Florida Association of Museums (FAM) recognizing Victoria Billig, Assistant Director of Museum Operations, works of art and gifts to the museum. Mr. Steuber credits museums growth to the team’s diligence, attention to detail and personal yet professional contact. A presentation of an Ansel Adams rare photograph from the American Landscape Photography series titled *Frozen Lake and Cliffs*, Kaweah Gap, Sierra Nevada, California, 1932 was available for the Board to view. This photograph was a gift from a California collector. The Board and guests were invited to walk the museum after the meeting to view the current holiday display.

Appleton Update

There were no Trustee comments at this time.

BOARD VICE-CHAIR/TRUSTEE COMMENTS

Dr. Henningsen presented the President’s Report to the board with a focus on the newest rankings where CF was ranked 1st among Florida College System Institutions, 2nd among all state institutions, 4th in the state among all institutions and 35th nationally among all online colleges by Newsweek. Dr. Henningsen thanked everyone for their hard work, and diligence in 2024 and looking forward to 2025.

PRESIDENT’S REPORT

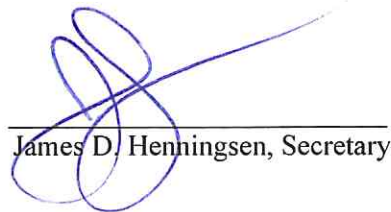
Next Board Meeting. Our next meeting will be held **Wednesday, January 22, 2025 at 3 p.m.** on the Ocala Campus.

Next Board Meeting

There being no further business to come before the Board, Vice-Chair Stone adjourned the meeting at 4:00 pm.

ADJOURNMENT


Charlie Stone, Vice- Chair


James D. Henningsen, Secretary


Bobby Durrance, Chair