

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

Members Present: Joyce Brancato, Chair Bobby Durrance, Vice-Chair
 Rusty Branson Dr. Mike Torres
 Fred Roberts, Jr. Charlie Stone
 James Henningsen, Board Secretary

Members Absent: William Edgar

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

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

The minutes of the September 27, 2023 District Board of Trustees.

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:

Barber, Charmaine N. – Assessment Specialist – Career Assessment Center – October 02, 2023
 Davis, Dana M. – Assessment Specialist – Levy Campus – October 02, 2023
 Der, Andrea M. – Faculty – Associate Degree Nursing – Health Sciences – September 16, 2023
 Fabian, Joyce E. – Project Director – Department of Labor Consortium – Health Sciences – October 02, 2023
 Hill, Cristy J. – Staff Assistant III – Humanities & Social Sciences – October 02, 2023
 Holloway, Shanna E. – Communications Center Specialist – Marketing & Public Relations – October 16, 2023

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:

Cooper, Levi J. Martin, Angela T. Wallet, Andrea P.
 Davis IV, Berry Soto Ortega, Joseph

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:

Blanchard, W. Marc Moore, Rondez D.

CALL TO ORDER

PRESENT

ABSENT

PUBLIC COMMENT

CONSENT AGENDA

Minutes

Personnel Actions

Temporary Part-Time Professional:

McMullen, Angela M. Saldi-Sacripanti, Cassandra M. Taylor, Lisa L.

Temporary Part -Time Career Service: OPS

Blaine III, Joseph H.	Garcia, Cassandra A.	Morris, Bentley C.
Bozman, Jacqueline J.	Gisonni, Kathleen P.	Palm, Ian John
Bunge, Claudia V.	Hatch, Jeanine J.	Sanchez Pina, Juanita
Chiulli, Jennifer L.	Heinrich, Frank L	Smith, Lucas T.
Dexter, Kayla E.	McGrath, Veronica Louise	Wilson, Daniel C.
Ellis, Sara M.		

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:

Ayala, Cinthya H.	Hager, Jonathan A.	Roldan, Luis J.
Blanchard, Deasia N.	Kirkland, Emerson J.	Slaughter, Andrew W.
Brown, Gregory T.	Mercer, Noah D.	Syfrett, Abileen L.
Bunch, Ethan N.	Phifer, Morgan M.	Vann, Gage L.
Dotson, Hannah R.	Rice, Anthony C.	Williams, Jr., Deontaye A.
Ferrer, Bethany L.		

Notification of engagement in outside employment or extra college activities: Longtin, Jason P.

Retirements: That the following individual(s) be approved for retirement: None this reporting period.

Resignations: None this reporting period.

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 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:

Craft, Amanda M. – Student Services Specialist – Student Affairs – Citrus

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 \$18,995.52 which has been declared as surplus. Disposition may include public auction, cannibalization or other methods as deemed appropriate.

**Property Donations
/Dispositions**

The Board was asked to ratify approval of five (5) Health Care Affiliation & Internship Agreements and gives authorization to the President to sign the agreements on behalf of the College of Central Florida.

Health Care Affiliation & Internship Agreements

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

International Independent Contractors

The Board was asked to approve the Levy County Firing Range Use Agreement – Renewal and give authorization for the Chair to sign the agreement on behalf of the College of Central Florida. The firing range at the Lowell Facility is used as when a secondary range is needed.

Levy County Firing Range Use Agreement- Renewal

The Board was asked to approve the renewal amendment with Behavioral Health Management Services, Inc, d/b/a BayCare Life Management and give authorization for the Chair to sign the agreement on behalf of the College of Central Florida. This agreement Renewal Amendment is to provide student assistance Program Services to our students.

Behavioral Health Management Services- Renewal

The Board was asked to approve the sponsorship agreement renewal with Campus USA for an additional 3-year term and give authorization for the Chair to sign on behalf of the College. This allows Campus USA to be recognized as the exclusive financial institution partner of the College and afforded certain sponsorship opportunities.

Sponsorship Agreement between Campus USA Credit Union and the CF Foundation – Renewal

The Board was asked to approve the State Officer Certification Examination Administration Agreement- Renewal establishing the terms and conditions under which the College will be authorized by the Florida Department of Law Enforcement to administer the State Officer Certification Examination to eligible applicants, and give authorization for the Chair to sign the agreement on behalf of the College.

State Officer Certification Examination Administration Agreement – Renewal

The Board was asked to approve the agreement for horse boarding, leasing space at the Vintage Farm Campus providing the facilities and opportunity necessary for students enrolled in equine-related programs at the College to obtain applies education experience and authorize the Chair to sign the agreement on behalf of the college.

Agreement for Horse Boarding

The Chair presented the Consent Agenda for approval. There was a brief discussion regarding the process of contracts and agreements and how they placed on the consent agenda. Dr. Henningsen stated that contracts and agreements that are placed on the consent agenda are generally renewals that have been vetted by the college’s business office and general counsel and had action taken on them at a previous board meeting under the “Other Business” section of the agenda. Upon a motion by Trustee Torres, seconded by Trustee Roberts 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

Dr. Saul Reyes, VP of Enrollment Management and Student Affairs presented an overview of the enrollment management, intercollegiate athletics and students development programs and services. He introduced his team to the board that included: Dr. Raphael Robinson responsible for admission and student recruitment; Jean Imes for financial aid; Dr. Alton Austin for enrollment services and registrar; Coach Marty Smith for athletics; Ms. Marjorie McGee for student life; Ms. Chenita Hart for academic advising; Ms. Wanda Lee for the testing center; Ms. Cindy Pfriender for disability services and counseling; Dr. Leonard Everett for the Educational Opportunity Center (EOC) grant program; Dr. Lisa Smith for Student Success Services grant program; and Dr. Henri Benlolo who is the dean of students. The team is responsible for all enrollment, intercollegiate athletics and student development programs and provides great service to our students.

PRESENTATION

Trustee Stone commented on the 2/3 of students that graduate with no student debt and asked if we tracked the remainder as to the cost of their debt. Dr. Reyes stated that we do not track the details of that information but loans taken by the students could include aid for rent, utilities, automotive, and other expenses that are allowed.

Prior to the adoption of the following board policies and pursuant to Florida Statutes, the Chair called a public hearing on the advertised policy of Student and Mandatory Fees Addendum and declared the Board to be in recess. There being no one from the public who wished to speak, the public hearing was closed, the regular board meeting was reopened, and Dr. Henningsen asked for approval of the following:

Student and Mandatory Fees Addendum, 2023-2024

As required by State Board of Education Rules and Florida Statutes 2023-2024 student and mandatory fees additions, changes, and deletions were properly noticed. There were no changes to the student tuition or standard fees but the stated individual course fees were due to the start of a new program. The addendum specifically refers to course fees for equipment and supplies for the new Dental Hygiene A.S. degree program that started this fall. The CF Foundation covered all course fees for all students for the fall semester. As there were no questions regarding the fees, upon a motion by Trustee Stone, seconded by Trustee Roberts, and unanimously carried, the Board approved the fee schedule addendum.

Dr. Henningsen presented the Mission (Vision) and Core Values of the college and asked the Board reaffirm its commitment to the same. Upon a motion by Trustee Branson, second by Trustee Stone, and unanimously carried, the Board approved the Mission (Vision) and Core Values of the College.

Mr. Prince, Vice President, Administration and Finance asked the Board to approve Gracepointe Academy Articulation Agreement for College and Career acceleration 2023-2024-New which addresses the use of dual enrollment for high school students and initiatives to enhance Career Pathways, Remediation and Teacher Preparation efforts at the secondary school level. The agreement is valid for the 2023-2024 school year. Upon a motion by Trustee Roberts, second by Trustee Torres, and unanimously carried, the Board approved the Gracepointe Academy Articulation Agreement for College and Career Acceleration 2023-2024.

Mr. Prince, Vice President, Administration and Finance presented the Educational Plant Survey – July 2023 for approval. In August of 2022, the BOT approved the 5-year educational plant survey. This plant survey updates the previously approved survey with the additions of building 42 and building 20 and also aligns with the capital improvement program approved by the BOT at the June 2023 meeting. Upon a motion by Trustee Branson, second by Trustee Stone and unanimously carried, the Board approved the Educational Plant Survey.

Mr. Prince, Vice President, Administration and Finance presented write offs for student accounts as authorized by the State Board of Education Rule 6A-14.078 and as stated in the college's student fee collection procedure. Upon a motion by Trustee Durrance, second by Trustee Stone, a brief discussion from Trustee Branson regarding collection and comparison to other colleges, the motion carried with a unanimous vote.

Mr. Prince, Vice President, Administration and Finance reviewed the highlights and variance analysis of the Monthly Financial Summary Report of revenues and expenses for the period ending September 2023 in for the comparative fiscal years 2022-2023 to 2023-2024. The report included information about general college operations, fund 1, fund 2, auxiliary funds, loan and endowments, scholarship and plant fund. The Chair acknowledged receipt of the reports on behalf of the Board.

PUBLIC HEARING

Student and Mandatory Fees Addendum 2023-2024

OTHER BUSINESS

Mission (Vision) and Core Values of the College

Gracepointe Academy Articulation Agreement for College and Career Acceleration 2023-2024-New

Educational Plant Survey – July 2023

Write Offs for Fiscal Year 2023-2023

ACKNOWLEDGE RECEIPT

Financial Information-Monthly Financial Summary Report

FOR INFORMATION ONLY

Dr. Viviano-Broderick, Vice President Institutional Effectiveness and College Relations introduced Matt Matthews director of resource development and accreditation. Mr. Mathews reviewed how the department locates, researches and applies for funds from federal, state and local grant opportunities. A total of 16 grants were submitted, 14 awarded, 1 declined and 1 just announced for this year. Grant highlights from 2022-2023 include the Florida Department of Education Pathways to Career Opportunities, NSF Central Florida Stem Alliance, US Department of Labor Strengthening Community Colleges, and Florida Department of Education LINE Grant totaling over \$11 million. Incredible effectiveness from this team for the college.

**Resource Development
Department Annual
Report 2022-2023**

Dr. Viviano-Broderick, Vice President of Institutional Effectiveness and College Relations shared the student enrollment trends at CF over the last 5 years, including fundable FTE (full-time equivalent), which showed a nearly 2% increase in 2022-23 after several years of decline; the 5-year FTE trend for the Florida College System, which remained down slightly; and CF FTE by lower and upper division over the last 5 years, with lower division showing a more than 2% increase last academic year. Dr. Reyes, VP Enrollment Management and Student Affairs shared a look at the current fall semester, including enrollment by division, with Arts & Sciences making up 63%; demographics, with females remaining at 63% and students of color up 3% to 40%, and dual enrollment at 17%; and FTE, up 4.4% over last fall.

**Student Enrollment
History Report**

Dr. Fryns, Vice President of Workforce and Innovation introduced Dr. Rob Wolf, Dean of Business, Workforce and Technology, Dr. Tavis Douglass, Agribusiness Program Manager and Interim Farm Manager, Ms. Marie Davidson, Equine Studies Program Manager. The presentation noted that the college is the only college in the FCS that features a working farm in a higher education campus setting allowing for hands-on learning. Programs for Equine include A.S. in Science and Farm Management Specialization, B.S. of Applied Science organizational Management Equine Studies Specialization, and certificates for Equine Assistant Manager and Equine Technician. Programs for Agribusiness include A.S. in Science Agribusiness, B.S. of Applied Science Organizational Management and certificate programs for Livestock Management and Landscaping and Horticulture. The enrollment increase over the past 5 years is 40% increase for agribusiness and 30% increase for equine studies. Florida Farm Bureau promoting Agriculture Certification (AEST) at CF with co-branding in every agricultural classroom in the state of Florida.

Vintage Farm Update

Dr. Henningsen presented the Operational update to share with the trustees. A press release regarding the Collegiate Academy and partnership with Marion County Public Schools to move dual enrollment to the college campus has been announced. Linking Industry to Nursing Education (LINE) funding does not have an application open at this time but are anticipating it soon so that we can apply for the \$5 million match. Rule development by the State Board of Education is currently underway regarding a new state rule for prohibited use of state funds based on a statutory change this past legislative session. The legislative priorities for COP and ROI informational pieces have been updated and distributed to the board. A major priority for the college system this session is another \$100 million investment for the funding model.

Operational Update

There were no Trustee comments at this time.

**BOARD
CHAIR/TRUSTEE
COMMENTS**

Dr. Henningsen presented the October 25 President's report including that a CF student won the American Welding Society Competition held on the Jack Wilkinson Levy Campus, attendance at the Levy County Stars Gala, faculty member Dr. Tenille O'Conner has accepted a three-year term on the HCA Citrus Hospital board, Dr Vernon Lawter as been appointed to the Board of Directors for Take Stock in Children, great Artificial Intelligence presentations with the Stearns Speaker series and also for faculty professional development day, PTK induction, the CF Theatre is presenting the Hound of the Baskervilles and more good work from all of the departments at the college.

PRESIDENT'S REPORT

Next Board Meeting. Our next meeting will be held **Wednesday, December 6, 2023 at 3 p.m.** at the Appleton Museum Campus.

Next Board Meeting

There being no further business to come before the Board, Chair Brancato adjourned the meeting at 4:22 pm.

ADJOURNMENT



Joyce Brancato, Chair



James D. Henningsen, Secretary