

The Chair called the regular meeting of the Board of Trustees to order at 3:00 p.m. on Wednesday, September 22, 2021. The meeting was held at the Hampton Center.

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

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

Members Absent: None

Chris Knife, Chuck Prince, Mark Paugh, Saul Reyes, Vernon Lawter, Robert Reynolds, Jason Griffis, Jessica McClain, Lois Brauckmuller, Jillian Ramsammy, Allan Danuff, Alton Austin, Jason Steuber, Berry Davis, Tammi Viviano-Broderick, Pete Nicely, Rod McGinnis, Frank Rasbury and Sherri Hinkle

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

Dr. Henningsen recognized Dr. Allan Danuff for 15 years of service as Advisor to the Kappa Nu Chapter of Phi Theta Kappa and presented Dr. Danuff with a pin from the PTK Honor Society. Additionally, the college has purchased an Alpha Courtyard Brick in honor of Dr. Danuff to be placed at the PTC Center for Excellence.

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

The minutes of the August 25, 2021 District Board of Trustees meeting.

Recommend Board approval of the following:

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

Operating Fund 1:

Anderson, Barbara J. – Associate Dean – Health Sciences – September 01, 2021
Chavez, Rafael A. – Accounting Specialist III – Financial Operations – September 01, 2021
Davis, Nona Lee – Faculty – Drama/Theatre – Visual & Performing Arts – August 16, 2021
Farooq, Vajiha – Coordinator – Industry Certification Testing – Student Services – August 16, 2021
Hoesterey, Jane F. – Faculty – Associate Degree Nursing – Health Sciences – 168 Day – August 16, 2021
Maurer, Sonya K. – Faculty – Radiography Program Manager – Health Sciences – August 16, 2021
McCarroll, Nicole J. – TEMP – Faculty – Clinical Coordinator/Radiography – Health Sciences – August 16, 2021
Russo, Michele L. – Accounting Specialist III – Financial Operations – September 01, 2021
Smith, Cheyenne A. – TEMP - Library Technician – Learning Resources Center – September 01, 2021
Zacke, Jerelyn S. – Faculty – Dental Hygiene Program Manager – Health Sciences – August 16, 2021

CALL TO ORDER

PRESENT

ABSENT

OTHERS IN ATTENDANC

RECOGNITION

PUBLIC COMMENT

CONSENT AGENDA

Minutes

Personnel Report

Grants and Contracts – Fund 2:

Dickins, James H. – Coordinator – Financial Services – Appleton Museum of Art – September 01, 2021
Lingle II, Michael L. – Head Coach – Softball – September 01, 2021 (Remove TEMP Status)

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:

Anderson, Barbara J. Kindy, Melissa A. Shepard, Jeremy S.
Griggs, Jennifer 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:

Heinrich, Ryley J. Jenkins, Kate L.

Temporary Part -Time Career Service: OPS:

Cook, Tanisha D. Richardson, Karen D. Serju, Jherell Jelani J.
Lyon, Amanda J. Sandre, Jean R. Sollazzo, Crystal A.
Marshall, Mercedes Eden

Temporary Part -Time Hourly: That the record indicates that the following persons were authorized by the President to fill temporary positions to be paid an hourly rate of \$8.56:

Arcenal, Jed E. McFarlane, Jonathan T. Riggs, Timothy D.
Gandiongco, Dominique C.

Notification of engagement in outside employment or extra college activities:

Moreno, Adalberto S.
Lewis-Vogel, Kimberly

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

None this reporting period.

Resignations:

Allen, Jameka D. – Staff Assistant III – Mathematics – September 10, 2021
Anderson, Barbara J. – Faculty – Associate Degree Nursing – Health Sciences – August 31, 2021
Bork, Lauren N. – Scholarship Technician – Financial Aid – September 13, 2021
Cumpton, Teri S. – Faculty – TEMP – Biological Sciences – August 13, 2021
Dickins, James H. – Accounting Specialist III – Financial Operations – August 31, 2021
Eichinger, John W. – Faculty – Radiography – Health Sciences – August 15, 2021

Farooq, Vajiha – Assessment Specialist – Student Services – August 15, 2021

Hoesterey, Jane F. – Faculty – Associate Degree Nursing – Health Sciences – 220 Day – August 16, 2021

Maurer, Sonya K. – Faculty – Clinical Coordinator/Radiography – Health Sciences – August 15, 2021

Zacke, Jerelyn S. – Faculty – Dental Assisting – Health Sciences – August 15, 2021

Terminations:

None this reporting period.

Separation from the College due to end of temporary appointment:

None this reporting period.

Separation from the College due to end of grant funding:

None this reporting period.

Separation from the College due to Leave of Absence:

None this reporting period.

Separation from the College due to Elimination of Position:

None this reporting period.

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

None this reporting period.

The Board was asked to approve the disposal of 14 items of surplus property valued at \$14,747.11 in accordance with applicable state law, State Board of Education rules, and Board policy.

The Board was asked to approve the renewal of the agreement with the School Board of Sumter County to implement the activities associated with the Career Pathways Program. The agreement is valid for the 2021-2022 school year.

The Chair presented the Consent Agenda for approval. Upon a motion by Joyce Brancato, seconded by Rusty Branson and unanimously carried, the Board approved the items on the Consent Agenda. Copies of all materials relating to this portion of the agenda are on file in the President's office.

Rod McGinnis, Associate Dean for Health Sciences gave a presentation on the Hampton Center. Currently, there are 14 new dental assisting students for 2021-2022 and the dental hygiene program is in the accreditation process with renovations planned and an expected completion date of July 2022. Community partnerships decreased due to COVID, but the Youth Build Program has returned. The Center continues to host the Friday Talks series, CEP's IMPACT for minority business owners and recently served as a voting precinct. In 2020, the clinic saw 1,520 patients with 2,705 visits, and provided 18,389 services.

The Board was asked to approve the Florida College System Annual Textbook Affordability Report. Upon a motion by Rusty Branson, seconded by Bobby Durrance and unanimously carried, the Board approved the Florida College System Annual Textbook Affordability Report.

**Property
Donations/Dispositions**

**School Board of Sumter
County–Career Pathways
Agreement- Renewal**

**Approval of Consent
Agenda**

PRESENTATION

**OTHER BUSINESS
Florida College System
Annual Textbook
Affordability Report**

The Board was asked to approve the Spending Plan for Fund Balance. Upon a motion by Joyce Brancato, seconded by Gabe Bullaro and unanimously carried, the Board approved the Spending Plan for Fund Balance.

Spending Plan for Fund Balance

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 August 30 for the comparative fiscal years 2020-2021 and 2021-2022. The report also included additional financial information about all operating funds at the college. The Chair acknowledged receipt of the reports on behalf of the Board.

ACKNOWLEDGE RECEIPT

Financial Information – Monthly Financial Summary Report

Mr. Prince, Vice President of Administration and Finance, presented the College’s unaudited Annual Financial Report (AFR) for the period ending June 30, 2021. An executive summary was provided for the Board’s review. Copies have been submitted to the Division of Florida Colleges as required by State Board of Education Rule. After discussion, the Chair acknowledged receipt of the report on behalf of the Board.

Annual Financial Report (AFR)

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

FOR INFORMATION ONLY

Higher Education Emergency Relief Funds (HEERF)

Dr. Mark Paugh, Vice President for Academic Affairs provided an academic affairs update. The update evaluated student success by department which is defined by a “C” or better in Arts and Sciences, Career and Professional, and Baccalaureate Programs. Rates for all three programs ranged from 70% to 95% for spring, summer, and fall of 2019, 2020, and 2021. During the pandemic, CF surveyed faculty and students to assess needs, provided technology and offered trainings. Additional support included department collaborations, hiring needed personnel, creation of a new instructional program “Live” Synchronous Online, expanded help desk hours, and increased simulations to replicate field experience for work force programs.

Academic Affairs Update

There were no trustee comments.

BOARD CHAIR/ TRUSTEE COMMENTS

Dr. Henningsen presented the President’s Report to the board which included updates on Relief Air to Fletcher Technical Community College in Louisiana, 2021 baccalaureate program review, and Health Sciences Technology Center Plan B. The President also shared highlights from Regional Campuses, Administration and Finance, Academic Affairs, Marketing and Public Relations, the CF Foundation, Enrollment Management and Student Affairs, and the Appleton Museum of Art.

PRESIDENT’S REPORT

Next Board Meeting. Our next meeting will be held **Wednesday, October 27, 2021 at 3 p.m.** at the Vintage Farm.

Next Board Meeting

There being no further business to come before the Board, Chair Bill Edgar declared the meeting adjourned at 4:28 pm.

ADJOURNMENT

William H. Edgar, Chair

James D. Henningsen, Secretary