

The Chair called the regular meeting of the Board of Trustees to order at 3:00 p.m. on Wednesday, August 23, 2023 and asked that everyone stand to recite the Pledge of Allegiance. The meeting was held on the Ocala Campus.

**CALL TO ORDER**

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

**PRESENT**

Members Absent: Rusty Branson, William Edgar

**ABSENT**

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. Jennifer Fryns, Vice President Workforce Development & Innovation and Dr. Tammi Viviano-Broderick, Vice President Institutional Effectiveness and College Relations and welcomed them to President’s Staff in their new roles.

**RECOGNITION**

Dr. Henningsen announced that the Marion County Board of County Commissioners invited the national champion CF Baseball team to a meeting and awarded a proclamation to the team. The proclamation is on display for the board meeting and will be housed in the athletics department.

Dr. Henningsen also announced that he, Dr. Lawter, Dr. Cortes and Mr. Knife attended the Citrus County Hospital Board meeting last Monday and that the board voted to grant \$5 million to the CF Foundation contingent on receiving matching state Linking Industry to Nursing Education (LINE) funding.

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

**PUBLIC COMMENT**

**CONSENT AGENDA**

The minutes of the June 28, 2023 District Board of Trustees

**Minutes**

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:**

- Adkin, Angie M. – TEMP to Regular Appointment – Faculty – Equine Studies – August 16, 2023
- Aldana, Suzanne L. – Executive Administrative Assistant – Administration and Finance – July 17, 2023
- Anderson, Lisa M. – Graphic Design and Social Media Coordinator – Appleton Museum of Art – August 16, 2023
- Anderson, Richard S. – Coordinator – Educational Opportunity Center – Levy – July 17, 2023
- Aubrey, Tamra J. – From 220 to 168 Workday – Faculty – Associate Degree Nursing – Health Sciences – August 16, 2023
- Begley, Mary Ann – Director – Institutional Research and Effectiveness /

Title IX Coordinator – September 01, 2023  
 Chevront, Samantha L. – TEMP to Regular Appointment – Faculty – Associate Degree Nursing – Health Sciences – August 16, 2023  
 Craft, Amanda M. – Student Services Specialist – Citrus – Student Affairs – July 17, 2023  
 Cortes, Stephanie M. – Associate Vice President – Health Sciences – July 01, 2023  
 Daccache, Samantha J. – Financial Aid Specialist I – Financial Aid – July 03, 2023  
 Diaz, Luis F. – First Year Success Specialist – Student Success – July 17, 2023  
 Eckenroth, Laura M. – Faculty – Simulation Coordinator – Health Sciences – August 16, 2023  
 Garcia, Edwin A. – Staff Assistant III – Learning Resources Center – August 16, 2023  
 Govantes, Justine H. – Reinstatement – Executive Administrative Assistant – Administration Staff – Citrus – September 01, 2023  
 Grinbergs, Iain A. – Faculty – Communications – August 16, 2023  
 Harding, Margaret T. – Faculty – Mathematics – August 16, 2023  
 Howard, Cheryl L. – Faculty – Associate Degree Nursing – Health Sciences – August 16, 2023  
 Hutchinson, Natasha L. – Financial Aid Specialist II – Financial Aid – June 19, 2023  
 James-Johnson, Tamara – Staff Assistant II – Educational Opportunity Center – July 03, 2023  
 Mitchell, Michelle L. – TEMP – Faculty – Associate Degree Nursing – Health Sciences – August 16, 2023  
 Moore, Caleb K. – Trades Specialist – HVAC / Preventive Maintenance – Facilities – July 03, 2023  
 Kudelka, Michelle C. – Librarian – Learning Resources Center – August 01, 2023  
 Montalvo, Emmanuel – Facilities Worker – Facilities – July 03, 2023  
 Ni, Boris V. – Faculty – Mathematics – August 16, 2023  
 Pittman, Deanna M. – Conference Services Specialist – Conference Services – August 16, 2023  
 Reick, Charles W. – Faculty – Respiratory Care Program – Health Sciences – August 16, 2023  
 Roberts, Alisa M. – Faculty – Communications – August 16, 2023  
 Robinson, Sandi A. – Faculty – Dental Hygiene – Health Sciences – August 16, 2023  
 Sanders, Barbara J. – TEMP to Regular Appointment – Faculty – Humanities and Social Sciences – August 16, 2023

**Grants and Contracts – Fund 2:**

None this reporting period.

**Auxiliaries – Fund 3:**

None this reporting period.

**Auxiliaries – Fund 7:**

None this reporting period.

**Reorganizations:**

**Effective July 1, 2023**

Cortes, Stephanie M. – Position Change from Dean – Health Sciences to Associate

Vice President – Health Sciences (new position)

Fryns, Jennifer L. – Position Change from Associate Vice President – Career and Professional Programs to Vice President – Workforce Development & Innovation (new position)

Prince, Jr., Charles A. – Equity Adjustment – Vice President – Administration and Finance

Knife, Christopher R. – Job Title Change from Vice President of Development and CEO of the CF Foundation to Vice President of Institutional Advancement and CEO of the CF Foundation (previously reported on the June Personnel Actions Report)

### **Effective August 1, 2023**

Viviano-Broderick, Tamara F. – Position Change from Dean – E-Learning and Academic Services to Vice President – Institutional Effectiveness and College Relations

Strigle, Joshton L. – Position Change from Director – E-Learning and Learning Support Center to Dean – E-Learning and Academic Services

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

Begley, Mary Ann	Kirschenpfad, Jamison T.	Rios Torres, Yeidilene
Castillon, Carli M.	Limanowski, Joseph J.	Robinson, Raphael R.
Coffey, LoryAnn P.	McDaniel, Justine M.	Whitaker, II, Donald L.
Garcia, Daniel D.	O'Meally, Phillip M.	Wilson, Felita Y.

**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:

Caponigro, Anthony J.	Counts, Melissa G.	LaFleur, Paul L.
Carbonaro, Jessica M.	Heyden, Janet F.	Williams, Terrell G.

### **Temporary Part -Time Professional:**

Goldman, Jackson B.	Kusmer, Maryann M.
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### **Temporary Part -Time Career Service: OPS**

Caquias, Miguel A.	Gandiongco, Dominique C.	McFarlane, Jonathan T.
Cooper, Jr., Jeffrey	Gibeau-Robberson, James R.	Smith, Camryn C.
Downs, Dajah J.	Llauro, John N.	Solomon, Angela M.
Easley, Aaliyah D.	Marin-Almodovar, Anisette	Yarbough, Kimbia 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:

Head, Danielle E.	Varner, Kinley C.
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### **Notification of engagement in outside employment or extra college activities:**

None this reporting period.

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

Menadier, Judy D. – Director – Institutional Research and Effectiveness – Institutional Effectiveness – August 31, 2023

**Resignations:**

Butscher, Alex J. – Accountant I – Financial Operations – July 28, 2023  
McGinnes, Lisa L. – Manager – Marketing & Public Relations – August 24, 2023

**Terminations:**

Shinaberry, Alyssa D. – Financial Aid Specialist II – Enrollment Services – Citrus – June 22, 2023

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

Begley, Mary Ann – Director – Compliance and Planning – August 31, 2023  
Cortes, Stephanie M. – Dean – Health Sciences – June 30, 2023  
Eckenroth, Laura M. – Faculty – Associate Degree Nursing – Health Sciences – August 15, 2023  
Garcia, Edwin A. – Staff Assistant V – Administration Staff – Citrus – August 15, 2023  
Hutchinson, Natasha L. – Financial Aid Specialist I – Financial Aid – June 15, 2023

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

None this reporting period.

**Separation from the college - Other:**

Greene, Larry B. – Grounds Supervisor – Facilities – July 13, 2023

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

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

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

**Sabbatical:** None this reporting period.

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

DeSensi, Christina R. – Staff Assistant I – Citrus – Administration Staff  
Elkins, Kerry M. – Museum Specialist – Appleton Museum of Art  
Huertas, Linda T. – Staff Assistant III – Business & Technology  
Moore, Kimberly L. – Manager – Visitor Services & Museum Store – Appleton Museum of Art

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 \$15,611.74

**Property Donations  
/Dispositions**

The Board was asked to ratify approval of nine (9) 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 School Board of Citrus County Mid Florida Career Pathway Consortium 2023-2024 – renewal and gives authorization to the Board Chair and President to sign the agreement on behalf of the College of Central Florida.

**The School Board of Citrus County Mid Florida Career Pathway Consortium 2023-2024 - Renewal**

The Board was asked to approve the Gilchrist County School Board Articulation Agreement for College and Career Acceleration Agreements 2023-2024- Renewal and gives authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

**Gilchrist County School Board Articulation Agreement for College and Career Acceleration Agreement 2023-2024- Renewal**

The Board was asked to approve the Renewal Agreement: Condensed Curriculum International, Inc. and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

**Renewal Agreement Condensed Curriculum International Inc.**

The Chair presented the Consent Agenda for approval. Upon a motion by Trustee Torres, seconded 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.

**Approval of Consent Agenda**

Katie Hunt, Director of Facilities, gave a facilities presentation that included before and after pictures of Hampton Dental Hygiene Remodel, Allied Health Sciences Building Remodel, and Building 5 - Veterans Renovation. Updates were provided on the College Wide Master Plan Charette, Health Science Center for Nursing, continuing projects and some upcoming projects for 2023-2024 including the Criminal Justice Instructional Center, building 19 - EMS Remodel and Building 12 - Athletics Building Remodel.

**PRESENTATION**

**OTHER BUSINESS**

The Board was asked to approve the College of Central Florida Foundation, Inc, 2023 Financial Memorandum of Understanding addendum for specific changes in personnel funding. Upon a motion by Trustee Roberts, second by Trustee Torres and unanimously carried, the Board approved the College of Central Florida Foundation, Inc. 2023 Financial Memorandum of Understanding and gives authorization for the Board Chair to sign on behalf of the College of Central Florida.

**College of Central Florida Foundation, Inc. 2023 Financial Memorandum of Understanding**

The Board was asked to approve the Health Science Center for Nursing GMP for the attached Core & Shell/HVAC & Switchgear Early Release Package Guaranteed Maximum Price (GMP) as an Amendment to the existing Agreement between Owner and Construction Manager, for the construction of the Center for Nursing to manage appropriate lead times for materials and supplies. A motion by Trustee Durrance, seconded by Trustee Roberts, and unanimously carried the Board approved the Health Science Center for Nursing GMP.

**Health Science Center for Nursing GMP**

The Board was asked to approve the 2024 College of Central Florida Legislative Priorities draft for program expansion, property acquisition, renovations and operational funding. A motion by Trustee Stone, seconded by Trustee Torres and unanimously carried, the Board

**Legislative Priorities**

approved the 2024 College of Central Florida Legislative Priorities. A final copy will be sent to the trustees.

Chuck Prince, Vice President of Administration and Finance, reviewed the highlights and variance analysis of the Monthly Financial Summary Report of revenues and expenses for the periods ended July 31 for the comparative fiscal years 2021-2022 and 2022-2023. 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.

Chuck Prince, Vice President of Administration and Finance, provided an update on the Higher Education Emergency Relief Funds (HEERF) and requested removal of the report for future board meetings as the HEERF funds are depleted. The Chair acknowledged receipt of the report on behalf of the Board and approved this as the final HEERF notification.

President Henningsen updated the board on the legislative delegation meetings for Marion, Citrus and Levy counties. In addition, he provided information on the implementation of Senate Bill 266. Two CF faculty members, Dr. James Manley and Dr. Sara Satterfield, have been appointed by the state to the General Ed Core Review committee. At this time, the Director of Legislative Affairs position will remain unfilled and outside consultation will be used as needed.

There were no Trustee comments at this time.

Dr. Henningsen presented the President's Report to the board which included updates about the exCEPtionAl Mornings presentation labeled Partnering for Success, ACUE certification and training, SummerRise, Back-2-School bash and many other events on all of the campuses. as well as highlights from Academic Affairs, Marketing and Public Relations, the CF Foundation, Grant Department, Enrollment Management and Student Affairs, and the Appleton Museum of Art. Dr. Henningsen also shared an invitation for the groundbreaking ceremony scheduled for September 21 @ 10 am on the Ocala Campus.

**Next Board Meeting.** Our next meeting will be held **Wednesday, September 27, 2023 at 3 p.m.** at the Hampton Center.

There being no further business to come before the Board, Chair Brancato adjourned the meeting at 4:13 pm.

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Joyce Brancato, Chair

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James D. Henningsen, Secretary

**ACKNOWLEDGE  
RECEIPT**

**Financial Information-  
Monthly Financial  
Summary Report**

**FOR INFORMATION  
ONLY**

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

**Legislative Update**

**BOARD  
CHAIR/TRUSTEE  
COMMENTS**

**PRESIDENT'S  
REPORT**

**Next Board Meeting**

**ADJOURNMENT**