

The Chair called the regular meeting of the Board of Trustees to order at 3:00 p.m. on Wednesday, December 1, 2021. The meeting was held at the Appleton Museum of Art.

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

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

CALL TO ORDER

PRESENT

ABSENT

OTHERS IN ATTENDANCE

Members Absent: Robert Durrance

Jillian Ramsammy, Chris Knife, Chuck Prince, Mark Paugh, Saul Reyes, Vernon Lawter, Ron Kielty, Jason Steuber, Jessica McClain, Lois Brauckmuller, Allan Danuff, Alton Austin, Berry Davis, Jennifer Fryns, Katie Hunt, Patricia Tomlinson, James Dickens, Colleen Harper, Jean Imes, Patti Conrad, Greg Blair, Bill McCall, Vanessa Scott, Victoria Billig, Bill Grant, Robert Reynolds, Linda Stickney 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 asked to allow a guest to make a few comments at the beginning of the meeting regarding Item 25 on the agenda. Dr. Henningsen introduced Bill Grant. Mr. Grant spoke briefly about the funds being donated to the Citrus Campus on behalf of the Citrus County Hospital District as well as the potential to name the campus after Senator Charles S. Dean, Sr.

GUEST COMMENT

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

The minutes of the October 27, 2021 District Board of Trustees meeting.

CONSENT AGENDA

Recommend Board approval of the following:

Minutes

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:

Personnel Report

Operating Fund 1:

- Aarness, Tara A. – Staff Assistant III – Communications – October 18, 2021
- Booker, Harveysha F. – Staff Assistant II – Educational Opportunity Center – November 01, 2021
- Bryan, Danielle D. – Staff Assistant III – Health Sciences – October 18, 2021
- Geistfeld, Philip M. – Coordinator – Educational Opportunity Center – Citrus Campus – November 16, 2021
- James, Katelyn B. – Dual Enrollment Coordinator – Trainee – Enrollment Services – October 18, 2021
- Kohlweiss, Lois A. – Staff Assistant III – Business and Technology – November 01, 2021
- Kruszewski, Connor D. – Facilities Worker – Facilities – Citrus Campus – October 18, 2021
- Pfriender, Cindy – Director – Accessibility & Counseling Services – Disability Services – December 01, 2021
- Rohrbacher, Anna Caitlin – Educational Advisor – Student Success – November 16, 2021
- Roskovich, Leslie – Educational Advisor – Student Success – December 01, 2021
- Ryan, Kelly L. – Coordinator – Visual & Performing Arts – October 18, 2021
- Smith, Jolene M. – Staff Assistant III – Mathematics – November 01, 2021
- Tolson, Karen L. – Educational Advisor – Student Success – November 16, 2021
- Viator, Kathy – Staff Assistant IV – Student Services – January 03, 2022
- Webber, Audriana A. – Admissions & School Relations Specialist – Admissions & Records – November 01, 2021
- Zimmer, Eric P. – Veterans Affairs Specialist – Financial Aid – November 01, 2021

Grants and Contracts – Fund 2:

None this reporting period.

Auxiliaries – Fund 3:

None this reporting period.

Reorganizations:

Enrollment Services

Barnett, Donna – From Staff Assistant IV – Enrollment Services to Enrollment Services Technician – Enrollment Services – November 01, 2021
Brown, Marissa A. – From Admissions & School Relations Specialist – Admissions & Records to Manager - Admissions & School Relations – Admissions and Records – 10/01/2021
Hollis, Denea – From Assistant Registrar – Admissions and Records to Assistant Director – Enrollment Services – November 01, 2021

Enrollment Services – Citrus Campus

Gross, Erina – From Financial Aid Specialist I to Financial Aid Specialist II – November 16, 2021

Equity Adjustment:

Gonsalves, Dawn – Chief Fiscal Officer – CF Foundation – August 16, 2021

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

Linton, Jr., Joseph Ray, Christopher A. Reeder, Chandler M.
Ranew, Madison L.

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:

Adams, Benjamin L. Manner, Briana L. Warner, Rae_Ann N.
Ayala, David M.

Temporary Part -Time Career Service: OPS

Irizarry-Carlo, Mabel Stepp, Andrea D. Vega Mendez, Janmanuel A.

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 \$10.00:

Ortiz, Victoria A.

Notification of engagement in outside employment or extra college activities:

Abshier, Nancy W.
Brown, Kirby A.
Carrigan, Matthew A.
Luffman, Jennifer W.
Toro-Clarke, Jose A.

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

Hirsch, Kelli F. – Staff Assistant IV – Student Services – December 31, 2021

Resignations:

Geistfeld, Philip M. – Disability Services Assessment & Accommodations Specialist – Disability Services – November 15, 2021
Glattli, Mary A. – PC/AV Technician – Information Technology – October 29, 2021
Hinkle, Sherri L. – Manager – Office of the President & Board Operations – Presidents Staff – December 01, 2021
James, Katelyn B. – Admissions Advisor – Admissions & Records – October 17, 2021
McClain, Jessica E. – Director – Governmental Relations & Special Assistant to the President – Presidents Staff – December 31, 2021
Rohrbacher, Anna Caitlin – First Year Success Specialist – Student Success – November 15, 2021
Smith, Jolene M. – Communications Center Assistant – October 31, 2021
Tolson, Karen L. – Educational Advisor – Perkins - Student Success – November 15, 2021
Viator, Kathy – Staff Assistant III – Student Support Services – December 31, 2021

Terminations:

Wright, Russell W. – Faculty – Business & Technology – October 27, 2021

Separation from the College due to end of temporary appointment:

Bryan, Danielle D. – TEMP – Staff Assistant III – Health Sciences – October 18, 2021

Separation from the College due to end of grant funding:

Kohlweiss, Lois A. – Staff Assistant III – Title III Grant – October 29, 2021

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:

Glattli, Mary A. – PC/AV Technician – Information Technology
Gonzalez, Gessica E. – Educational Advisor – Student Success
Griffis, Jason A. – PC/AV Technician – Information Technology
Hinkle, Sherri L. – Manager – Office of the President & Board Operations – Presidents Staff
Smith, Cheyenne A. – TEMP – Library Technician – Learning Resources Center

The Board was asked to approve the disposal of 40 items of surplus property valued at \$107,618.71 in accordance with applicable state law, State Board of Education rules, and Board policy.

The Board was asked to approve the curriculum changes approved by the Curriculum Committee at their November 18, 2021 meeting.

The Board was asked to approve the School Board of Citrus County Memorandum of Understanding for Emergency Medical Training Annual Renewal and give authorization to the Board Chair to sign the agreements on behalf of the College of Central Florida.

**Property
Donations/Dispositions**

Curriculum Changes

**The School Board of
Citrus County MOU
for Emergency
Medical Training –
Renewal**

The Board was asked to approve the Ambleside School of Ocala Inter-institutional Articulation Cooperative Agreement Annual Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

Ambleside School of Ocala Articulation Agreement – Renewal

The Board was asked to approve the Creekside Christian School Inter-institutional Articulation Cooperative Agreement Annual Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

Creekside Christian School Articulation Agreement – Renewal

The Board was asked to approve the First Assembly Christian School Inter-institutional Articulation Cooperative Agreement Annual 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 – Renewal

The Board was asked to approve the Gilchrist County School Board Inter-institutional Articulation Cooperative Agreement Annual Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

Gilchrist County School Board Articulation Agreement – Renewal

The Board was asked to approve the Inverness Christian Academy Inter-institutional Articulation Cooperative Agreement Annual Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

Inverness Christian Academy Articulation Agreement - Renewal

The Board was asked to approve the Ocala Christian Academy Inter-institutional Articulation Cooperative Agreement Annual Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

Ocala Christian Academy Articulation Agreement – Renewal

The Board was asked to approve the Palm Grove Academy Inter-institutional Articulation Cooperative Agreement Annual Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

Palm Grove Academy Articulation Agreement – Renewal

The Board was asked to approve the Redeemer Christian School Inter-institutional Articulation Cooperative Agreement Annual Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

Redeemer Christian School Articulation Agreement – Renewal

The Board was asked to approve the Riverside Christian School Inter-institutional Articulation Cooperative Agreement Annual Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

Riverside Christian School Articulation Agreement - Renewal

The Board was asked to approve the Seven Rivers Christian Inter-institutional Articulation Cooperative Agreement Annual Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

Seven Rivers Christian School Articulation Agreement - Renewal

The Board was asked to approve the Solid Rock Christian Inter-institutional Articulation Cooperative Agreement Annual Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

Solid Rock Christian Academy Articulation Agreement – Renewal

The Board was asked to approve the Souls Harbor Christian Academy Inter-institutional Articulation Cooperative Agreement Annual Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

Souls Harbor Christian Academy Articulation Agreement - Renewal

The Board was asked to approve the St. John Lutheran High School Inter-institutional Articulation Cooperative Agreement Annual Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

St. John Lutheran High School Articulation Agreement – Renewal

The Board was asked to approve the Trinity Catholic High School Inter-institutional Articulation Cooperative Agreement Annual Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

**Trinity High School
Articulation
Agreement - Renewal**

The Board was asked to approve the Village View Christian Academy Inter-institutional Articulation Cooperative Agreement Annual Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

**Village View Christian
Academy Articulation
Agreement - Renewal**

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.

**Approval of Consent
Agenda**

OTHER BUSINESS

The Board was asked to approve the Gracepointe Academy Inter-institutional Articulation Cooperative Agreement – New. After discussion, upon a motion by Rusty Branson, seconded by Joyce Brancato and unanimously carried, the Board approved the Gracepointe Academy Inter-institutional Articulation Cooperative Agreement – New.

**Gracepointe Academy
Articulation
Agreement - New**

The Board was asked to approve the Liberty Christian Preparatory Academy Inter-institutional Articulation Cooperative Agreement – New. After discussion, upon a motion by Joyce Brancato, seconded by Rusty Branson and unanimously carried, the Board approved the Liberty Christian Preparatory Academy Inter-institutional Articulation Cooperative Agreement – New.

**Liberty Christian
Preparatory Academy
Articulation
Agreement - New**

The Board was asked to approve the College of Central Florida Foundation, Inc. 2022 Financial Memorandum of Understanding. After discussion, upon a motion by Rusty Branson, seconded by Joyce Brancato and unanimously passed, the Board approved the College of Central Florida Foundation, Inc. 2022 Financial Memorandum of Understanding.

**College of Central
Florida Foundation,
Inc. 2022 Financial
Memorandum of
Understanding**

The Board was asked to approve the Hampton Dental Hygiene Remodel Construction GMP. After discussion, upon a motion by Joyce Brancato, seconded by Rusty Branson and unanimously passed, the Board approved the Hampton Dental Hygiene Remodel Construction GMP.

**Hampton Dental
Hygiene Remodel
Construction GMP**

The Board was asked to approve a recommendation to name the C4 Building of the Citrus Campus in honor of a gift to the Foundation. After discussion, upon a motion by Gabe Bullaro, seconded by Joyce Brancato and unanimously passed, the Board approved the naming the C4 Building at the Citrus Campus to the Charles S. Dean, Sr. Educational Center.

**Naming of C4
Building at Citrus
Campus**

The Board was asked to approve the budget priorities for the coming fiscal year which provide guidance for the budget process beginning in January. After discussion, upon a motion by Rusty Branson, seconded by Joyce Brancato and unanimously passed, the Board approved budget priorities for 2022-2023.

**Budget Priorities for
2022 - 2023**

**ACKNOWLEDGE
RECEIPT**

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 ending October 31 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.

**Financial Information
– Monthly Financial
Summary Report**

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. Vernon Lawter, Vice President for Regional Campuses, presented an Operational Update to the Board to include current national, state and local information on COVID-19 as well as the status of the vaccination incentive program.

Operational Update

Jessica McClain, Director of Government Relations and Special Assistant to the President gave an update on the legislative budget request for the CF Vintage Farm Campus in the amount of \$375,000. She also updated the District Board on the special session that occurred from November 15-17 regarding COVID-19 vaccine mandates.

Legislative Update

Dr. Jillian Ramsammy and the museum team gave an update on the Appleton Museum of Art including programs, outreach and facility upgrades. Dr. Ramsammy invited the Board of Trustees to view the current exhibitions. The Appleton Museum, Artspace and Store are open Tuesdays – Saturdays, 10 a.m. – 5 p.m. and Sundays, noon – 5 p.m. The museum will be closed on New Year’s Day. January 2022 events and exhibition sheets were made available.

**Appleton Museum of
Art Update**

Trustee Branson thanked Trustee Bullaro for his work with the Marion County Hospital Board.

**BOARD CHAIR/
TRUSTEE
COMMENTS**

Dr. Henningsen presented the President’s Report to the board which included updates on the Foosner Museum Donation and Horse Farms Forever Conservation 2021 Summit. The President also shared highlights from Regional Campuses, Administration and Finance, Academic Affairs, CF Foundation, Enrollment Management and Student Affairs, and Institutional Effectiveness and College Relations.

**PRESIDENT’S
REPORT**

Next Board Meeting. Our next meeting will be held **Wednesday, January 26, 2022 at 3 p.m.** at the Ocala Campus.

Next Board Meeting

There being no further business to come before the Board, Chair Bill Edgar declared the meeting adjourned at 4:24 pm.

ADJOURNMENT

William H. Edgar, Chair

James D. Henningsen, Secretary