

The Chair called the regular meeting of the Board of Trustees to order at 3:00 p.m. on Wednesday, December 7, 2022 and asked that everyone stand to recite the Pledge of Allegiance. The meeting was held at the Appleton Museum.

CALL TO ORDER

Members Present: Rusty Branson, Chair Joyce Brancato, Vice-Chair
 William Edgar Bobbie Durrance
 Charlie Stone Dr. Mike Torres
 James Henningsen, Board Secretary

PRESENT

Members Absent: Fred Roberts, Jr.

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 acknowledged the efforts of the College during the days after Hurricane Ian. Generators and fans were delivered to Daytona State College. Donations were quickly organized to coordinate with Florida Gateway College to help State College of Florida, Manatee-Sarasota. Additional donations were packed and added to the Marion County collection effort.

RECOGNITION

Dr. Lawter recognized the AFC team for the recent Awards of Excellence and introduced Alicia Harrison, Acting President of the AFC. Alicia informed the board of the success of the Marketing and Public Relations and Appleton Museum team who were awarded over 13 awards including the 2022 Chapter of the Year Award. The AFC team is a great advocacy group for the college with a robust participation.

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 October 5, 2022 District Board of Trustees meeting.

Minutes

Recommend Board Approval of the following:

Personnel Actions

Recommend Board approval of the following from November:

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:

- Allen-Fuerte, Jennifer M. – Foundation Accountant III – Foundation – October 01, 2022
- Chavez, Rafael A. – Accountant I – Financial Operations – October 17, 2022
- Cieri, Mario D. – Manager – Visual & Performing Arts Fine Arts Center – November 01, 2022
- Feketa, Joseph J. – Trades Specialist – Electrician – Facilities – November 01, 2022
- Shinaberry, Alyssa D. – Student Services Specialist – Student Affairs – Citrus – October 17, 2022

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:

Baumgardner, Jr., Lawrence E. Reeder, Chandler M.

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:

Chevront, Samantha L.	Lightle, John S.	Vazquez, Francisco
Gesner, David E.	Pegg, Brian E.	Vought, Emily J.

Temporary Part -Time Career Service: OPS

Bogges Coon, Stacey E.	Lutchman, Sharda K.	Riggs, Timothy D.
Hoey, Marcela M.	McCurdy, Colleene M.	Rivera, Amanda C.
Jeter, Bethany	Montalvo, Emmanuel	Rodriguez Polanco, Liudmila
Leaman, Christina J.	Ocasio, Evelyn	Smith, Owen K.
Leavitt, Jason G.	Overmyer, Martin R.	Trussell, John 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:

Bourgouin, Beverly	Metelus, Savannah A.	Slaughter, Andrew W.
Cobb, Mackenzie F.	Rosenberg, Joshua S.	Walcott, Ailyah A.
Kreidenweis, Edward M.	Simms, Sara Lyn_L.	

Notification of engagement in outside employment or extra college activities: None this reporting period.

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

Munden, Connie E. – Enrollment Specialist – Admissions & Records – December 31, 2022

Resignations: None this reporting period.

Terminations: None this reporting period.

Separation due to Internal Transfer – No Break in Service:

Chavez, Rafael A. – Accounting Specialist II – Financial Operations – October 15, 2022

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:

Garcia, Edwin A. – Staff Assistant IV – Citrus
 Harland, Amanda L. – Programmer Analyst I – Information Technology
 Patel, Ekta H. – Programmer Analyst II – Information Technology
 Rios Torres, Yeidilene – Librarian – Learning Resources Center
 York-Alcorn, Rebecca S. – Admissions & School Relations Specialist – Citrus

Recommend Board approval of the following for December:

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:

Bordsen, Scot A. – Trades Specialist – Electrician – Facilities – November 01, 2022

Chavez, Rafael A. – Accountant I – Financial Operations – October 16, 2022

Gross, Erina – Student Activities and Outreach Coordinator – Citrus – Student Affairs – November 01, 2022

McClellan, Amber R. – Staff Assistant III – CF Learning Lab School – November 16, 2022

Mulligan, Mark P. – PC/AV Technician – Information Technology – November 16, 2022

Preece, Ashlyn V. – E-Learning & Learning Support Specialist – E-Learning – November 16, 2022

Ruiz, Faithe L. – Library Director – Learning Resources Center – November 01, 2022

Grants and Contracts – Fund 2: None this reporting period.

Auxiliaries – Fund 3: None this reporting period.

Reorganizations:

CF Learning Lab School – Effective November 01, 2022

Hernandez, Julia J. – from Preschool Teacher II to CF Lab Preschool Teacher

Langston Wise, Linda A. – from Preschool Teacher I to CF Lab Preschool Teacher

Richardson, Jacqueline D. – from Preschool Teacher II to CF Lab Preschool Teacher

Rosemond, Farrah – from Preschool Teacher III to CF Lab Preschool Teacher

Pinder, Paula – from Preschool Teacher II to CF Lab Preschool Teacher

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

Carmichael, Madison D. Corbett, Stacie L. Olding, Ryan S.

Cayea, Andrew J.

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:

Mobley, Mark H. Witt, Samantha R.

Temporary Part -Time Career Service: OPS

Cobb, Robin A. Flowers, Adrian J. Karius, Hunter M.

David, Jeffry M. Foster, Wynter M. Ortiz, Christina L.

Eytcheson, Edward James, Ryan C.

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:

Adkins, Mytavia A. Smith, Harmon P. Williams, Landon N.

Smith, Camryn C.

Notification of engagement in outside employment or extra college activities:

Dickins, Michael C.

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

Pidherney, Marsha S. – Faculty – Equine Studies – December 31, 2022

Resignations:

Cobb, Brian S. – Mail Courier – CF Printing & Postal Services – November 03, 2022

Terminations:

Dickins, James H. – Coordinator – Finance Services – Appleton Museum of Art – October 28, 2022

Separation due to Internal Transfer – No Break in Service:

Chavez, Rafael A. – Accounting Specialist III – Financial Operations – October 15, 2022

Gross, Erina – Financial Aid Specialist II – Enrollment Services – Citrus – October 31, 2022

Ruiz, Faithe L. – Coordinator – Online Library Resources & Instruction – Learning Resources Center – October 31, 2022

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:

Cady, Jeanine A. – Hampton Center Coordinator – Hampton Center

Cook, Tanisha D. – Staff Assistant III – Mathematics

Mayer, Justin R. – Manager – Facility Operations and Construction Projects – Facilities

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 \$33,094.99.

**Property Donations
/Disposition**

At the October and November meetings, the Curriculum Committee recommended changes to the current curriculum, which the President has recommended for approval.

Curriculum Changes

The Board was asked to ratify approve of Health Care Affiliation & Internship Agreements and gives authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

**Health Care Affiliation and
Internship Agreements**

The Board was asked to approve of International Independent Contractor Agreements and gives authorization to the Board Chair to sign the agreements on behalf of the College of Central Florida.

**Agreement for Services of
international Independent
Contractors**

The Board was asked to approve the Levy County Firing Range Use Agreement – Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

**Levy County Firing Range
Use Agreement – Renewal**

The Board was asked to approve the License Agreement with Citrus & Levy County SCORE-Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

**License Agreement with
Citrus & Levy County
SCORE – Renewal**

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

**The School Board of Citrus
County Memorandum of
Understanding for
Emergency Medical
Training (EMT) – Renewal**

The Board was asked to approve the Sumter County School Board – Career Pathways Articulation Agreement – Renewal and give authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

Sumter County School Board – Career Pathways Articulation Agreement – Renewal

The Chair presented the Consent Agenda for approval. Upon a motion by Trustee Stone, seconded by Trustee Torres 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. Henningsen introduced Dr. Fryns to present *Partnering to Solve the Teacher Shortage*. Dr. Fryns presented the background of what grade areas are affected the most, what the current solutions have been and what changes the College is making to support teacher shortages in our service district.

Presentation

OTHER BUSINESS

The Board was asked to approve the College of Central Florida Foundation, Inc. 2023 Financial Memorandum of Understanding. After discussion, upon a motion by Trustee Stone, seconded by Joyce Brancato and unanimously passed, the Board approved the College of Central Florida Foundation, Inc. 2023 Financial Memorandum of Understanding.

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

The Board was asked to approve the Mission (Vision) and Core Values of the College. Upon a motion by Trustee Edgar, seconded by Trustee Stone and unanimously carried, the Board approved the Mission (Vision) and Core Values of the College.

Mission (Vision) and Core Values of the College

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 Trustee Stone, seconded by Trustee Torres and unanimously passed, the Board approved budget priorities for 2023-2024.

Budget Priorities for 2023-2024

The Board was asked to approve Curriculum Changes, New Program of Network Security including classes in Ethical Hacking and Foundations of Digital Forensics. After discussion, upon a motion by Trustee Brancato, seconded by Trustee Stone and unanimously passed, the Board approved the Curriculum Changes – New Program.

Curriculum Changes – New Program

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 September 2022 and October 2022 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.

Financial Information- Monthly Financial Summary Report

FOR INFORMATION ONLY

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.

Higher Education Emergency Relief Funds (HEERF)

Matt Matthews, Director, Resource Development and Accreditation provided an update on the Resource Development Department Annual Report for 2021-2022.

Resource Development Annual Report 2021-2022

Dr. Saul Reyes, Vice President for Enrollment Management and Student Affairs, presented an Annual and Fall 2022 Enrollment Update. The annual enrollment report from 2018 – 2022

Annual Enrollment History and Preliminary Fall

included full time enrollment trends for CF, the Florida College System, and by division as well as annual statistics for credit and non-credit students. Also provided were demographics by gender, age, and race. The fall 2022 update provided an enrollment comparison of 2021 to 2022 and fall demographics and percentage by degree. Other statistics included enrollment information by divisions, gender, type, race, and age.

Enrollment Report

Dr. Mary Ann Begley, Director, Diversity & Inclusion – Title IX Coordinator, updated the Board on the efforts of the College to cultivate an environment that values diversity, equity and inclusion free from discrimination and harassment. This past academic year was focused on implementing the diversity plan centered on removing barriers to student enrollment and employee retention and professional development. 2021-22 showed an increase in the number of reports to 25 with only 1 claim under review.

DEI-Title IX Update

Dr. Mark Paugh, Vice President Academic Affairs, updated the Board about new developments with Fleetforce Truck Driving School as a turnkey operation for a certificate program with possible growth to enrollment for other certificate programs. More information will be obtained about current programs and revisited.

Workforce Program Update

Jason Steuber, Director of the Appleton Museum of Art gave an update on the Appleton Museum of Art including programs, outreach and facility upgrades. Mr. Steuber introduced David Reutter, Museum Registrar who oversees the 25,000 pieces of art at the Appleton Museum. Mr. Reutter presented a painting contributed to Ely Lily from the Anthony Van Dyck School of Lady Lucy Percy, Countess of Carlisle with a brief overture of her history.

Appleton Museum of Art Update

There were no Trustee comments at this time.

BOARD CHAIR/TRUSTEE COMMENTS

Dr. Henningsen presented the President’s Report to the board which included recognition from the Association of Florida Colleges Awards of Excellence as 2022 Chapter of the Year, CF nursing program ranked #1 in the state of Florida, highlights from Academic Affairs, the CF Foundation, Marketing and Public Relations, Enrollment Management and Student Affairs, and the Appleton Museum of Art. Dr. Henningsen also included 2022 accolades for the great work the CF team has accomplished during the past year.

PRESIDENT’S REPORT

Next Board Meeting. Our next meeting will be held **Wednesday, January 25 at 3 p.m.** at the Ocala Campus.

Next Board Meeting

There being no further business to come before the Board, Chair Branson adjourned the meeting at 4:51pm.

ADJOURNMENT

Rusty Branson, Chair

James D. Henningsen, Secretary