

The Chair called the regular meeting of the Board of Trustees to order at 3:00 p.m. on Wednesday, January 26, 2022. The meeting was held on the Ocala Campus.

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

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

Members Absent: None

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 informed the board that college staff requested to add two agenda items as they were not available until after the board packet was completed. The Chair requested for motion to add items 4A and 4B. Upon a motion by Trustee Brancato, seconded by Trustee Branson and unanimously carried, the Board approved the revised agenda.

Dr. Henningsen recognized Erin Carter, Manager of the President's Office and Board Operations. Amanda Camp, CF Financial Aid Specialist II for her service in several positions on the CF AFC Board over the years and her on-going involvement. Amanda was recognized with the AFC Un-Sung Hero Award. Dr. Henningsen also recognized Carol S. Smith, Executive Administrative Assistant, Student Affairs for the AFC 2021 Distinguished Service Award. Carol has served in numerous positions with AFC and had encouraged many others to actively participate.

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 December 1, 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:

Abshier, Nancy W. – Faculty – Business & Technology – (From 168 to 220 Day) – December 01, 2021

Ash, Jong H. – Faculty – Communications – January 03, 2022

Blackstock, IV, John E. – Temporary – PC/AV Technician – Information Technology – January 03, 2022

Carter, Erin D. – Manager – Office of the President & Board Operations – Presidents Staff – January 03, 2022

Clegg, Steven D. – Public Safety Lieutenant – Safety & Security – December 01, 2021

Cornille, Tracey R. – Faculty – Associate Degree Nursing – Health Sciences – January 03, 2022

Denis, Tony – Purchasing Agent & Risk Management – Purchasing – January 03, 2022

Griffis, Jason A. – PC/AV Technician – Information Technology – January 03, 2022

Gross, Erina – Financial Aid Specialist II – Enrollment Services – Citrus Campus – November 16, 2021

Harris, Dana M. – Faculty – Business Division – BAS Program – January 03, 2022

Matos Camacho, Mayori – First Year Success Specialist – Student Success – January 03, 2022

McCarroll, Nicole J. – Faculty – Clinical Coordinator – Radiologic Technology – Health

CALL TO ORDER

PRESENT

ABSENT

REVISED AGENDA

RECOGNITION

PUBLIC COMMENT

CONSENT AGENDA

Minutes

Personnel Report

Sciences – January 03, 2022

Peoples, Faith G. – Admissions Advisor – Admissions & Records – December 01, 2021

Velez, Fernando – Assessment Specialist – Student Services – December 01, 2021

Wilson, Felita Y. – First Year Success Specialist – Student Success – January 03, 2022

Grants and Contracts – Fund 2:

Worthman, Diana L. – Specialist – Perkins Grant – Business & Technology – January 16, 2022

Auxiliaries – Fund 3:

None this reporting period.

Reorganizations

Purchasing Department – Effective January 03, 2022

Denis, Tony – Purchasing Agent & Risk Management – Replaces Staff Assistant IV Position

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

Davis, Katie D.

Harrison, Morgan V.

Sasso, Joshua W.

Dzielak, Jennifer M.

Iordache, Adrian S.

Stephens, Jill B.

Grubbs, Jacob R.

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:

Blocker, Kelly M.

Fairchild, Megan S.

Sass, Deborah A.

Butler, Brandi L.

Hall, Loretta T.

Sprechman, Harrison R.

Colon, Arnaldo

Santerfeit, Dawn L.

Srour, David T.

Temporary Part -Time Career Service: OPS

Baird, Ian M.

Peloubet, Megan A.

Smith, Elizabeth P.

Holcomb, Delores A.

Smith, Catherine A.

Weins, Karen E.

Mitchell, Jeanette K.

Smith, Cheyenne 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:

Didato, Joseph S.

Falls, Grace A.

Latham, Aradia C.

Gibeau-Robberson, James R.

Notification of engagement in outside employment or extra college activities:

Capps, Kenneth B.

Marrero, Angelia L.

Sampson, Eric A.

Sciotto, Frances-Ann

Sims, Amira H.

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

Hoesterey, Jane F. – Faculty – Associate Degree Nursing – Health Sciences – February 04, 2022

Resignations:

King, Barbara G. – Faculty – Associate Degree Nursing – Health Sciences – January 03, 2022

Piper, Heath D. – Trades Specialist – HVAC/Preventative Maintenance – Facilities –

December 31, 2021

Schweighardt, Rebecca E. – Librarian – Learning Resources Center – January 14, 2022

Smith, Elizabeth P. – Specialist II – Food Services – Conference Services – December 31, 2021

Thibault, Jessyca A. – Student Activities Outreach Coordinator – Citrus Campus – January 03, 2022

Separation Due to Internal Transfer – No Break In Service:

Abshier, Nancy W. – Faculty – Business & Technology – (168 Day) – November 30, 2021
 Ash, Jong H. – Temporary – Faculty – Communications – January 03, 2022
 Blackstock, IV, John E. – Staff Assistant III – Learning Support Center – December 31, 2021
 Denis, Tony – Manager – CF Printing & Postal Services – December 31, 2021
 Griffis, Jason A. – Temporary – PC/AV Technician – Information Technology – December 31, 2021
 Gross, Erina – Financial Aid Specialist I – Enrollment Services – Citrus Campus – November 15, 2021
 McCarroll, Nicole J. – Temporary – Faculty – Clinical Coordinator – Radiologic Technology – Health Sciences – December 31, 2021
 Worthman, Diana L. – Conference Services Coordinator – Conference Services – January 15, 2022

Terminations:

Herrod, Virginia J. – Staff Assistant I – Administration Staff – Citrus Campus – December 15, 2021

Separation from the College due to end of temporary appointment:

Smith, Cheyenne A. – Temporary – Library Technician – Learning Resources Center – December 31, 2021

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:

Chavez, Rafael A. – Accounting Specialist III – Financial Operations
 Russo, Michele L. – Accounting Specialist III – Financial Operations
 Whitehead, Sherie N. – Assistant Director – Financial Aid /Veterans Affairs – Financial Aid

The Board was asked to approve the disposal of surplus property of 180 items totaling \$251,302.41 in accordance with applicable state law, State Board of Education rules and Board policy.

**Property
Donations/Dispositions**

The Board was asked to approve the continuing Health Care Affiliation & Internship Agreements with Leesburg Regional Medical Center, Inc. d/b/a UF Health Leesburg Hospital and The Villages Regional Hospital, d/b/a UF Health the Villages Hospital

**Health Care Affiliation &
Internship Agreements**

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

Marjorie McGee, M.Ed. Director of Student Life presented AFC 101 which included information on the mission of the AFC, strategic values, advocacy, what the AFC does and how it benefits the members and the College of CF.

PRESENTATION

The Board was asked to approve the Marion County Hospital District Restated Memorandum of Understanding for Health Sciences Program Expansion (Phase 1 – Gym Renovation). Mr. Prince, Vice President of Administration and Finance reviewed and explained the MOU. Upon a motion by Trustee Bullaro and seconded by Trustee Brancato and unanimously carried, the Board approved the MCHD Restated MOU for Health Sciences Program Expansion Phase 1 – Gym Renovation.

OTHER BUSINESS

MCHD Restated MOU for Health Sciences Program Expansion Phase 1- Gym Renovation

The Board was asked to approve the Marion County Hospital District Restated Memorandum of Understanding for Health Sciences Program Expansion (Phase 2- Health Science Center). Mr. Prince, Vice President of Administration and Finance reviewed and explained the MOU. Upon a motion by Trustee Bullaro and seconded by Trustee Branson and unanimously carried, the Board approved the MCHD Restated MOU for Health Sciences Program Expansion Phase 2 – Health Science Center.

MCHD Restated MOU for Health Sciences Program Expansion Phase 2 – Health Science Center

Mr. 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 months of November and December. The report included information about general college operations. 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, provided an update on the Higher Education Emergency Relief Funds (HEERF) including balances and projections for end of year.

FOR INFORMATION ONLY

Higher Education Emergency Relief Funds (HEERF)

Mr. Prince, Vice President of Administration and Finance, informed the Board of RFQ 19-1 Amendment No. 2 to the performance Contracting Agreement with Siemens Industry. Work includes the addition of Ocala Campus Building 4 Auditorium Lighting, Appleton Museum Bollard Site Lighting, Appleton Museum Parking Lot Post Top Lighting, and a credit for the use of College equipment.

RFQ 19-1 Energy Performance Contract Amendment No. 2

Mr. Prince, Vice President of Administration and Finance notified the Board for the Hampton Dental Hygiene Project of an additional services requests for a change of scope for expanded engineering requirements for equipment coordination that was approved by Dr. Henningsen for the amount of \$3,535.00.

Hampton Dental Hygiene Project Additional Services

Dr. Jillian Ramsammy, Vice President, IE and College Relations presented the Annual Scorecard for the 2019-2024 Strategic Plan including the ongoing impact of COVID-19 pandemic during 20-21 and the continued focus on actions implemented in 19-20. Overall, progress is being made on most of the goals with some falling short due to the pandemic. The level of activity and effort required to maintain established levels of institutional excellence warrants acknowledgement and the progress from last year was reviewed.

Annual Scorecard for the 2019-2024 Strategic Plan

Dr. Saul Reyes, Vice President, Enrollment Management and Student Affairs, presented an update on the Spring 2022 Enrollment. Overall, headcount is down 7%, but the decline is better than last year and other institutions in the state are reporting declines down as much as 14.7%. The update also included information on enrollment history, Spring enrollment comparison, FTE by division, and a demographic snapshot of gender, age and ethnicity.

Spring Enrollment Update

Dr. Henningsen provided an update on national, state, and local district COVID-19 numbers. Also included was information on availability of COVID-19 take home tests from the federal government for both staff and students. The OSHA Federal mandate was overturned the US Supreme court. The college course schedule is at pre-COVID-19 levels with no plans to alter strategy.

Operational Update

Dr Henningsen presented the Legislative update to the Board. The current session is going on now with a major focus on the nursing shortage. Copies of the Counsel of Presidents and CF legislative priorities were handed out and discussed as well as an article from the Council of Presidents on nursing.

Legislative Update

General Council Batsel and the board acknowledged Dr. Henningsen for 10 years of service at the college.

Board Chair/ Trustee Comments

Trustee Brancato acknowledged the tireless efforts by our two trustees, our council and our President to successfully obtain the two memorandums of understanding for the Health Science Programs. Many hours were given in order to bring these commitments to CF. Thank you for your time and talents on behalf of the college.

Dr Henningsen presented the President's Report to the board which included Fall Commencement, Fall Nursing Pinning Ceremony, Dr. Marking Luther King Jr. March and Day in the park, Employee Holiday Reception, and his personal appointment to Board of the Marion County Humane Society. The President also shared highlights from CF Foundation, Administration, Academic Affairs, Marketing and Public relations and the Appleton.

PRESIDENT'S REPORT

Next Board Meeting. Our next meeting will be held **Wednesday, February 23, 2022, at 1 p.m.** at the Jack Wilkson Levy Campus.

Next Board Meeting

There being no further business to come before the board, Chair Bill Edgar declared the meeting adjourned at 4:35 pm.

ADJOURNMENT

William Edgar, Chair

James D. Henningsen, Secretary