

The Chair called the regular meeting of the Board of Trustees to order at 3:00 p.m. on Wednesday, October 27, 2021. The meeting was held at Vintage Farm.

Members Present: Bill Edgar, Chair  
Robert Durrance  
Joyce Brancato  
Gabe Bullaro  
James D. Henningsen, Board Secretary  
Robert Batsel, College Attorney

Members Absent: Rusty Branson

Chris Knife, Chuck Prince, Mark Paugh, Saul Reyes, Vernon Lawter, Ron Kielty, Jason Steuber, Jessica McClain, Lois Brauckmuller, Jillian Ramsammy, Allan Danuff, Alton Austin, Jason Steuber, Berry Davis, Pete Nicely, Rob Wolf, Matt Matthews, Jennifer Fryns, Raphel Robinson, Allan Danuff, Cheryl Crosby, Alton Austin, Tammi Viviano-Broderick, Marjorie McGee, and Sherri Hinkle

Dr. Henningsen recognized Student Activities Board (SAB) members Dominique Gandiongco, Maya Thomas, Jonathan McFarlane, Brooke Rusak, Tony Sinsay, Jeff Cooper, Jr., Aerial Hickman, and John Whitaker. Also recognized were Student Ambassadors Boyd, Krishma Patel, Iyonna Nichols, and Irene Lavdas.

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 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 September 22, 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:**

- Brown, Marissa A. – Manager – Admissions & School Relations Specialist – Admissions & Records – October 1, 2021
- Bruno, Leeroy S. – Academic Support Specialist – E-Learning – October 18, 2021
- Del Grosso, Joanne S. – Accounting Specialist III – Financial Operations – September 16, 2021
- Garratt, Amy D. – Staff Assistant IV – Public Service – Criminal Justice Institute – October 18, 2021
- Hutchinson, Natasha L. – Financial Aid Specialist I – Financial Aid – October 1, 2021
- Lagares, Blanca I. – Accountant I – Financial Operations – October 18, 2021
- Martinez Mercado, Cydnie – Staff Assistant I – Facilities – September 16, 2021
- Mcginnes, Lisa L. – Manager – Marketing & Public Relations – October 1, 2021
- Meier, James E. – Faculty – Humanities & Social Sciences – October 1, 2021
- Norberto-Whipple, Michelle E. – TEMP – Faculty – Teacher Education – January 03, 2022
- Tankersley, Mark L. – Programmer Analyst I – Information Technology – September 16, 2021

**Grants and Contracts – Fund 2:**

None this reporting period.

**CALL TO ORDER**

**PRESENT**

**ABSENT**

**OTHERS IN ATTENDANCE**

**RECOGNITION**

**PUBLIC COMMENT**

**CONSENT AGENDA**

**Minutes**

**Personnel Report**

**Auxiliaries – Fund 3:**

None this reporting period.

**Reorganizations:**

**Business & Technology – Effective October 1, 2021**

Chauncey, Arlene F. – From Specialist Perkins Grant to Computer Information Technology Specialist

Hays, Bonnie M. – From Coordinator – Recruitment & Retention to Manager – Work Readiness

**Plant Operations – Effective July 1, 2021**

Crosby, Michael L. – From Manager - Facility Operations & Construction Projects to Manager – Facility Operations

Sakowski, Mark E. – From Manager –Facility Operations to Manager – Plant Safety & Facility Operations

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

Cannon, Williams R.

Towns, Debora J.

Wiygul, Corrine F.

**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:

Aleman, Teresa M.

**Temporary Part -Time Career Service: OPS:**

Biggs, James L.

Owens, Parker B.

Watson, Kassandra L.

Boyd, Virginia B.

Schmidt, Donna M.

Witkovich, Isabella F.

Egan, Robert S.

Sewell, Herbert L.

Uhlenberg, Rebecca

Hallinan, Mary E.

**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:

Cooper, Jr., Jeffrey L.

Fagg, Deamber K.

Rodriguez Melendez, Deborah M.

Abraham, Catherine K.

Wells, Matthew N.

Spellman, Karl A.

Avila Guerrero, Maxima

King, Marissa L.

Greene, Patricia C.

Rivera Garcia, Guillermo J.

**Notification of engagement in outside employment or extra college activities:**

Lanzilla, David J.

Russo, Michele L.

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

None this reporting period.

**Resignations:**

Brown, Marissa A. –Admissions & School Relations Specialist – Admissions & Records – October 1, 2021  
Dick, Sage L. – Dual Enrollment Coordinator- Enrollment Management – September 29, 2021  
Hutchinson, Natasha L. – TEMP - Financial Aid Specialist I – Financial Aid – September 30, 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:**

Meier, James E. – Faculty Coordinator – Teaching Learning Education Institute – September 30, 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.

**Separation from the College - Other:**

Holleran, Jo-anne D. – Educational Advisor – Student Success – September 16, 2021

**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 \$15,580.91 in accordance with applicable state law, State Board of Education rules, and Board policy.

The Board was asked to ratify approval of five (5) Health Care Affiliation & Internship Agreements and gives authorization to the Board Chair to sign the agreements on behalf of the College of Central Florida.

The Board was asked to ratify approval of five (5) Agreement for Services of International Independent Contractors and gives authorization to the Board Chair to sign the agreements on behalf of the College of Central Florida.

The Board was asked to ratify approval of the Baycare Behavioral Health, Inc. d/b/a BayCare Life Management Agreement – Annual Renewal Amendment and gives authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

**Property  
Donations/Dispositions**

**Health Care Affiliation &  
Internship Agreements**

**Agreement for Services of  
International Independent  
Contractors**

**Baycare Behavioral  
Health, Inc. d/b/a  
BayCare Life  
Management Agreement –  
Annual Renewal  
Amendment**

**Levy County Firing Range**

The Board was asked to ratify approval of the Levy County Firing Range Use Agreement - Renewal and gives authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

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

The Chair presented the Consent Agenda for approval. Upon a motion by Joyce Brancato 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.

Dr. Mark Paugh, Vice President for Academic Affairs, presented an update on the Baccalaureate Program. The update included information on the three programs which conform to the 2 + 2 model; B.S. Early Childhood Education (approved 2011), B.A.S. Business and Organization Management (approved 2011), and B.S. Nursing (approved 2014). Additional information included the annual enrollments and graduates from 2012-2021.

The Board was asked to approve the Aquatic Center Lease Agreement – Amendment. Upon a motion by Bobby Durrance, seconded by Joyce Brancato and unanimously carried, the Board approved the Aquatic Center Lease Agreement – Amendment.

The Board was asked to approve the CSF Aquatics, LLC Student Internship Placement Agreement - New. Upon a motion by Bobby Durrance, seconded by Gabe Bullaro and unanimously carried, the Board approved the CSF Aquatics, LLC Student Internship Placement Agreement - New.

The Board was asked to approve the Mission (Vision) and Core Values of the College. Upon a motion by Gabe Bullaro, seconded by Joyce Brancato and unanimously carried, the Board approved the Mission (Vision) and Core Values of the College.

The Board was asked to approve the Petition for Employee Termination. Upon a motion by Gabe Bullaro, seconded by Joyce Brancato and unanimously carried, the Board approved the Petition for Employee Termination.

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 September 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.

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.

**Use Agreement – Renewal**

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

**Approval of Consent Agenda**

**PRESENTATION**

**Baccalaureate Program Update**

**OTHER BUSINESS**

**Aquatic Center Lease Agreement - Amendment**

**CSF Aquatics, LLC Student Internship Placement Agreement – New**

**Mission (Vision) and Core Values of the College**

**Petition for Employee Termination**

**ACKNOWLEDGE RECEIPT**

**Financial Information – Monthly Financial Summary Report**

**FOR INFORMATION ONLY**

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

**Resource Development Department Annual Report 2020-2021**

Dr. Jillian Ramsammy, Vice President for Institutional Effectiveness and College Relations, provided an update on the Resource Development Department Annual Report for 2020-2021.

**Fall 2021 Enrollment Update**

Dr. Saul Reyes, Vice President for Enrollment Management and Student Affairs, and Dr. Jillian Ramsammy, Vice President for Institutional Effectiveness and College Relations, presented an Annual and Fall 2021 Enrollment Update. The annual enrollment report from 2017 – 2021 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 as well as high school graduate trends. The fall 2021 update provided an enrollment comparison of 2020 to 2021 and fall demographics and percentage by degree. Other statistics included enrollment information by divisions, gender, type, race, and age. Fall admissions showed 2% applied, 9% were admitted, and 13% enrolled. The main strategies implemented to impact enrollment focused on marketing, admission, and retention.

**Operational Update**

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 vaccinations.

**BOARD CHAIR/  
TRUSTEE COMMENTS**

There were no trustee comments.

**PRESIDENT’S REPORT**

Dr. Henningsen presented the President’s Report to the board which included updates on Marion County Hospital District Support, Citrus Chamber Luncheon, and Marion County Legislative Delegation Hearing. 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.

**Next Board Meeting**

**Next Board Meeting.** Our next meeting will be held **Wednesday, December 1, 2021 at 3 p.m.** at the Appleton Museum of Art.

**ADJOURNMENT**

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

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William H. Edgar, Chair

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James D. Henningsen, Secretary