

The Chair called the regular meeting of the Board of Trustees to order at 1:00 p.m. on Wednesday, February 23, 2022. The meeting was held on the Jack Wilkinson Levy Campus

Members Present: William Edgar, Chair James D. Henningsen, Board Secretary  
Rusty Branson, Vice Chair  
Joyce Brancato

Members absent: Gabe Bullaro  
Bobbie Durrance

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.

Holland McGlashan, Provost of Levy Campus recognized Shelby Easton, SAB President, GED Honors Graduate, Mytavia Adkins, SAB Vice President, Amy Newell, GED Honors Graduate and Rikki Hawyard, GED Honors Graduate

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 January 23, 2022 District Board of Trustees

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:**

- Barnes, Jennifer L. – Financial Aid Scholarship Specialist – Financial Aid – 01/18/2022
- Davis, Glamel R. – Financial Aid Specialist I – Financial Aid – 01/18 /2022
- James, Katelyn B. – Dual Enrollment Coordinator – Enrollment Management – 02/01/ 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:

None this reporting period.

**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:

- O'Leary, James E.
- Watkins, Mckeisha M.

**CALL TO ORDER**

**PRESENT**

**ABSENT**

**RECOGNITION**

**PUBLIC COMMENT**

**CONSENT AGENDA**

**Minutes**

**Personnel Report**

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

Andrades, Phoenix K.	Malloy, Breana L.	Patel, Krishma R.
Daccache, Samantha Joe	Rivera, Amanda C.	Saint-Surin, Immacula
Fetela, Bryan Matthew	Risen, Julia	Smith, Robert L.
Harris, Ashley L.	Rose, Jason 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:

Becker, Nathan A.	Moody, Lindsey A.	Shah, Perie G.
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**Notification of engagement in outside employment or extra college activities:**

Clinton, Jamie W.

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

None this reporting period.

**Resignations:**

Pruitt, Ryan D. – Trades Technician – Facilities – February 11, 2022  
 Smith, Robert L. – Trades Specialist – Appleton Museum of Art – February 15, 2022  
 Tankersley, Mark L. – Programmer Analyst I – Information Technology – February 02, 2022

**Separation Due to Internal Transfer – No Break In Service:**

Barnes, Jennifer L. – Financial Aid Specialist I – Financial Aid – January 17, 2022  
 James, Katelyn B. – Dual Enrollment Coordinator Trainee – Enrollment Management  
 – January 31, 2022

**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:**

None this reporting period.

**Separation from the College due to Leave of Absence:**

None this reporting period.

**Separation from the College – Other:**

Riley, Darrell G. – Faculty – Humanities & Social Sciences – December 07, 2021

**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:

Barnett, Donna K. – Enrollment Services Technician – Enrollment Services  
 Bryan, Danielle D. – Staff Assistant III – Humanities & Social Sciences  
 Garratt, Amy D. – Staff Assistant IV – Public Service – Criminal Justice Institute  
 Hollis, Denea T. – Assistant Director – Enrollment Services/Assistant Registrar  
 – Enrollment Services  
 Russo, Michele L. – Accounting Specialist III – Financial Operations

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 \$59,171.85.

The Board was asked to approved curriculum changes and recommended by the Curriculum Committee and approved by the President.

The Board was asked to approve the Vintage Farms Barn New Rate Structure to be effective March 1, 2022 that has been approved by the President.

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

The Board was asked to approve the Aquatic Center Lease Termination/ Move Out Checklist signed by the President after written notification was received from CSF Aquatics to exercise its Termination Option. After discussion, motion was made by Trustee Branson and seconded by Trustee Brancato and unanimously passed. The Board approved the Aquatic Lease Termination/Move Out Checklist.

The Board was asked to approve Amendment Number 5, Building 6 Health Science Remodel; Guaranteed Maximum Price with Ausley Construction Company, LLC. A motion was made by Trustee Brancato and seconded by Trustee Branson. After discussion, motion carried unanimously to approve the Building 6 Health Science Remodel GMP.

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 period ending in January for the comparative fiscal years 20/21 to 21/22. The report included information about general college operations (Fund 1). The Chair acknowledged receipt of the reports on behalf of the Board.

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 including an extension through May of 2023.

Mr. Prince, Vice President of Administration and Finance, provided an update on Internal Controls and Fraud Update including occupational fraud, how it is detected, detection and prevention of fraud and a fraud risk assessment. Mr. Prince also reviewed fraud reporting, reporting procedure and continuous monitoring of processes and internal controls.

**Property  
Donation/Dispositions**

**Curriculum Changes**

**Vintage Farm New Rate  
Structure**

**Approval of Consent  
Agenda**

**OTHER BUSINESS**

**Aquatic Center Lease  
Termination/Move Out  
Checklist**

**Building 6 Health Science  
Remodel GMP**

**ACKNOWLEDGE  
RECEIPT**

**Financial Information-  
Monthly Financial  
Summary Report**

**FOR INFORMATION  
ONLY**

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

**Internal Controls and  
Fraud Update**

Holland McGlashan, Levy Campus Provost presented a 2022 update of the Levy Campus including adult education, welding program, dual enrollment, recruitment, outreach, student life, projects and goals.

**Levy Campus Update**

Dr. Henningsen presented a legislative update including the status of the House and Senate budgets. Initial budgets have been approved by both chambers, with final budgets due by the end of session. Currently, the Senate budget includes a PECO appropriation of \$13.6 million for the new nursing building. The House budget includes \$187,500 allocation for the CF Vintage Farm. A discussion of bills included SB974 on possible sovereign immunity increases, HB703 on public records exemption for university and college president applications, HB1515 which would allow the Florida College System to contract with the Department of Corrections to teach classes to inmates, and SPB7044 which would require all universities and colleges to change accreditation agencies.

**Legislative Update**

There were no Trustee comments at this time.

**BOARD  
CHAIR/TRUSTEE  
COMMENTS**

Dr. Henningsen presented highlights from the President’s report including 7 students from CF being recognized for the 2022 All-Florida Academic Team, COVID 19 update, Apprenticeship Update, Night At the Farm, CF Family Campaign, Citrus County Hospital Board, Black Male Enrichment Conference, Cross Country Team addition to CF and the Community Perception Survey.

**PRESIDENT’S REPORT**

**Next Board Meeting.** Our next meeting will be held **Wednesday, March 23, 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 asked for a motion to adjourn. Motion by Trustee Branson, seconded by Trustee Brancato and unanimously passed the meeting adjourned at 2:07 pm.

**ADJOURNMENT**

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William Edgar, Chair

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James D. Henningsen, Secretary