



DISTRICT BOARD OF TRUSTEES AGENDA

**DATE & TIME:
APRIL 13, 2023
5:00 PM-REGULAR MEETING**

**LOCATION:
FLORIDA GATEWAY COLLEGE
BOARD ROOM, ADMINISTRATION BLDG. 001
LAKE CITY, FL**



FLORIDA GATEWAY COLLEGE

MISSION STATEMENT

Approved by the Board of Trustees on June 16, 2022

The mission of Florida Gateway College is to provide superior instruction, nurture individual development, and enrich the diverse communities it serves through affordable, quality higher education programs and lifelong learning opportunities.

To achieve the Mission and perform the functions set forth in the Institutional Mission Statement, the College will pursue goals to: Serve, Enhance, and Grow

Goal 1 Success

Improve student persistence, retention, and learning through instructional excellence and exceptional support services.

Objectives:

1. Implement proactive advising strategies throughout all college units
2. Use innovation, technology, and best practices in instruction to provide rigorous and engaging learning experiences.
3. Expand transfer pathways by increasing program articulation agreements with higher education institutions.
4. Establish a comprehensive Career Center that helps students align educational and career goals and promotes job exploration and planning to prepare them for success in their chosen career.

Goal 2 Engagement

Promote economic development and community enrichment through business partnerships, service, and engagement

Objectives:

1. Engage students, faculty and staff in community service and service learning activities.
2. Provide client-focused, customized corporate training to enhance continuous employee growth and development
3. Culturally and intellectually enrich the community through diverse entertainment and cultural activities
4. Promote student engagement by providing opportunities to participate in student organizations, competitions, and campus life activities.

Goal 3 Academics and Lifelong Learning

Foster a culture of cradle to grave learning through formal, non-formal and informal education offerings that provide the foundation for lifelong learning.

Objectives:

1. Offer learning experiences that inspire students to obtain knowledge outside of the educational system and the motivation to continue learning throughout their lifespan.
2. Provide a general education core that gives students a broad, common foundation of knowledge, skills, and abilities to succeed within personal, social and career goals.
3. Provide instruction in a variety of delivery methods and flexible course schedules

Goal 4 Assessment, Accountability, and Improvement

Ensure college vitality and enhance college services through a culture of accountability and continuous improvement.

Objectives:

1. Institutionalize a system for planning, budgeting, and assessment to ensure decisions are data driven and lead to improvement.
2. Promote fiscal stability and efficiency of college operations through effective allocation and use of resources.
3. Evaluate the viability and relevance of current programs and perform community and regional studies to find opportunities for new program development.

Goal 5 Institutional Resource Development

Ensure institutional resources are adequate to enhance student learning, instructional quality, and support educational programs.

1. Increase revenue by aligning resource development activities, cultivate new avenues of funding, and pursue opportunities to enhance existing resources.
2. Build and maintain accessible facilities, infrastructure, and grounds that functionally and aesthetically meet institutional needs.
3. Incorporate emerging technologies that enhance student learning, support faculty/staff productivity, and ensure organizational effectiveness.
4. Provide learning/information resources that are appropriate to support instruction and enhance program quality through foundation endowments.
5. Provide comprehensive professional development opportunities that improve teaching and learning, develop leadership, and strengthen employee skills

Goal 6 Access

Develop multiple pathways for equal and equitable access to the college's programs and services by reducing barriers to enrollment and progression, and improve student academic achievement and goal attainment.

1. Develop and implement a Strategic Enrollment Management Plan that will increase enrollment.
2. Implement a marketing plan that will promote the activities of the college and increase awareness of the role it plays in the lives of the community.
3. Provide a college website and Information Technology Systems that is well organized and easy to use for seamless access to college enrollment and progression processes and information pertinent to students, faculty, staff, and community.
4. Establish an Access/Diversity Committee to review, assess and recommend potential additional opportunities to increase diversity in both our student body and for new faculty and staff.
5. Create Scheduling options to meet the needs across diverse student populations.

**FLORIDA GATEWAY COLLEGE
DISTRICT BOARD OF TRUSTEES**
April 13, 2023
5:00 pm, Regular Meeting
FGC Administration Building, Board Room

- I. Call to Order
- II. Pledge of Allegiance
- III. Audience of Any Citizen
The FGC Board of Trustees will hear any citizen who wishes to address the Board, on a one time basis, pertaining to a relevant topic. If the Board wishes to hear more about the topic, that topic will be scheduled for a future Board Meeting. Each speaker is limited to three minutes and the time dedicated to this topic will not exceed twenty minutes.
- IV. *Approval of Board Minutes
 - A. *March 9, 2023
- V. Student Government Report {SGA Representative}
 - A. General Information
- VI. *Presentation of Consent Agenda
The items on the consent agenda are routine business, state directives, and/or compliance items. All items have been reviewed by the Board attorney and have been available to the Board for its examination. Any trustee can request a topic to be removed from the consent agenda and discussed further. Typographical errors will be noted and corrected in the Board Minutes.
 - A. *Personnel Matters
 - B. *Routine Contracts and Agreements
 - C. *Surplus Property
- VII. Academic Affairs {P. Gavin}
 - A. General Information
- VIII. Student Affairs and Public Information {A. Cardenas}
 - A. General Information
 - B. Economic Impact Statement Report
- IX. Enrollment and Marketing {K. Schrader}
 - A. General Information

FGC Board of Trustees

April 13, 2023

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- X. Business Services Report {M. Holloway}
 - A. General Information
 - B. *Budget Amendment Number Seven (7) Restricted Current Fund (Fund 2) Fiscal Year 2022-2023
 - C. *Budget Amendment Number Seven (7) Capital Outlay Plan for Unexpended Plant Fund (7) Budget Fiscal Year 2022-2023

- XI. President's Report {L. Barrett}
 - A. General Information
 - B. Strategic Plan Final Selection Report. {C. Boatright}

- XII. Topics for future meetings

- XIII. Inspect Warrant Register

- XIV. Set Time for the Next Meeting

Date: May 11, 2023

Time: 4:00 pm / Workshop

5:00 pm / Regular Meeting

Location: Workshop: Wilson S. Rivers Library & Media Center – Room 102

Meeting: Florida Gateway College Board Room

Administration Bldg. 1

*Denotes Board of Trustees' action items

MINUTES
FLORIDA GATEWAY COLLEGE
DISTRICT BOARD OF TRUSTEES
March 9, 2023
5:00 pm, Regular Meeting
Gilchrist County Workforce Center
2821 E Bell Ave.
Bell, FL 32619

I. Call to Order

The regular meeting of the District Board of Trustees was called to order March 9, 2023 at 5:05 p.m. by Chairperson David Crawford.

Board member Mr. Chuck Brannan and Mr. Lindsey Lander was absent.

All votes were unanimous unless stated otherwise.

II. Pledge of Allegiance

Dr. Jim Surrency led the board in the Pledge of Allegiance.

III. Audience of Any Citizen

IV. Approval of Minutes

Ms. Kathryn McInnis made a motion to approve the February 9, 2023 Board meeting minutes. Dr. Jim Surrency seconded the motion and the motion carried unanimously on a voice vote.

V. Student Government Report

There was no SGA report for this meeting.

VI. Presentation of Consent Agenda

- A. *Personnel Matters
- B. *Routine Contracts and Agreements
- C. *Surplus Property
- D. *Approval of New Courses
- E. *Approval of Course Changes
- F. *Approval of New Programs
- G. * Approval of Program Changes
- H. * Foundation Donation
- I. * Approval of 2023-2024 Academic Calendar Changes

Ms. Renae Allen made a motion to approve the Consent Agenda consisting of items “A” through “I”. Dr. Miguel Tepedino seconded the motion and the motion carried unanimously on a voice vote.

VII.

Academic Affairs

Dr. Paula Gavin, Vice President of Academic Affairs, began her report by stating that the Early Childhood certificate programs successfully completed their audits with 100% compliance.

The Brain Bowl Team competed in a national championship this past weekend in Chicago Illinois, placing well with an 11th team final score among 24 other teams from across the United States. The team will be competing in the FCSAA Championship in Gainesville on March 24th-25th

The production of Tartuffe begins today March 9th at 7PM and will have three additional performances Friday-Saturday. On Friday morning, approximately 200 Columbia and Fort White High school theater students will attend a matinee performance and acting workshops.

The FGC Art and Music Festival had law enforcement students participate in logistics and traffic control, as well as EMS students participating and hosting a recovery station with water and taking blood pressures.

Dr. Gavin went on to give the passing rates for the NCLEX.
PN- 14/16 have passed. 87.5% pass rate with 3 left to test
RN- 11/11 have tested and passed. Currently at 100%. 2 left to test.

VIII.

Student Affairs and Public Information

Mr. Anthony Cardenas, Vice President of Student Affairs and Public Information started his report by saying that the FGC Career Services Department hosted our annual healthcare career fair in our medical building on February 23rd, we welcomed seven employers on campus. Our TRIO Program hosted our annual group meeting, we had 80 students attend two sessions.

Mr. Cardenas informed the Board of upcoming athletic events such as men's basketball and women's flag football. The men's basketball team is newly crowned Region 8 Division II Champions. The win over Palm Beach College advanced us to the NJCAA DII South Atlantic B District Championship game this Saturday at home. Our women's flag football opened the season with two victories, they are currently on their way to Hesston, KS to play four games.

The Public Information Office reported since the February Board meeting there have been seven press releases regarding various events. Reporters from the Lake City Reporter and TV20 have been on campus to cover college events.

Lastly, on April 26th, FGC will be making our first induction into our new Athletic Hall of Fame, Coach Jean Williams has won 17 consecutive conference championships, eight Florida State Championships and 7 NJCAA National Slow Pitch Championships.

IX.

Enrollment and Marketing

Ms. Kacey Schrader, Dean of Enrollment and Marketing, reported for spring enrollment a headcount of 2,834 students compared to 2,685 students, a 6% increase. Credit hours are at 24133 compared to 22687, a 6% increase.

Ms. Schrader continued her update by stating that the 75th Anniversary Art and Music Festival held on March 4th had a great turnout with between 1,200-1,500 attendees.

Ms. Schrader noted that the Board of Trustees scholarship application deadline is March 15th. Spring graduation fair was held today to promote spring graduation, which will be on May 5th.

Finally, Julie Cannon and recruiters will be attending high schools this month to meet with every dual enrollment student and advise them on their summer and fall classes.

X.

Business Services

Ms. Michelle Holloway, Vice-President of Business Services requested Board consideration of the following items:

A. General Information

B. * Budget Amendment Number Six (6) Restricted Current Fund (Fund 2) Fiscal Year 2022-2023

Ms. Suzanne Norris made a motion to approve the Budget Amendment Number Six (6) Restricted Current Fund (Fund 2) Fiscal Year 2022-2023. Ms. Kathryn McInnis seconded the motion and the motion carried unanimously.

C. *Budget Amendment Number Six (6) Capital Outlay Plan for Unexpended Plant Fund (7) Budget Fiscal Year 2022-2023

Dr. Jim Surrency made a motion to approve the Budget Amendment Number Six (6) Capital Outlay Plan for Unexpended Plant Fund (7) Budget Fiscal Year 2022-23. Ms. Renae Allen seconded the motion and the motion carried unanimously.

D. *Request to Finalize Contract

E. Dr. Miguel Tepedino made a motion to approve the Request to Finalize Contract. Dr. Jim Surrency seconded the motion and the motion carried unanimously.

XI.

President's Report

A. General Information

Dr. Barrett began his report by updating the Board on the Reading Pals Program where staff can use time to go out and read to 3rd graders in the community at different elementary schools to help with the reading scores in Columbia County. He went on to discuss the possibility of a Certificate in Engineering Program that will be available online, also a Bachelor's degree in public safety that may become available within the next few years.

Dr. Barrett attended the alumni reception for GLO in Orlando with Kris Brady and Erik Smith. There were 75 attendees present, he thanked Kris and Erik for their efforts of pulling the reception together.

Dr. Barrett continued his report by giving an update on the STEM 2 building, an engineer has been hired for the groundwork to start the new building behind the PAC, and it will be dedicated to simulations as a consolidation with anatomy & physiology to come together with nursing. The goal is to have the STEM 2 building open by fall of 2025.

He also touched on new upcoming projects such as a new roof for the nursing building, as well as a new roof in Olustee, which should complete all projects on the Olustee campus.

He went on to briefly discuss budgets for next year, and informed the board of some things that he will be bringing to them within the next coming months regarding the budget.

Lastly, he brought it to the Board's attention that 3% of 8th graders in Columbia County have not met college readiness in mathematics. He plans to have workshops/camps in the summer for those students and has been working with Dr. Gavin and other team members and will inform the board of upcoming plans for these workshops/camps for those students.

XIII. Topics for Future Meetings

XIV. Inspect Warrant Register

XV. Set Time for the Next Meeting

April 13, 2023
5:00 pm Regular Meeting
Florida Gateway College Board Room
Administration Bldg. 1

Ms. Kathryn McInnis made a motion to adjourn. Dr. Jim Surrency seconded the motion and the motion carried unanimously.

The meeting adjourned at 5:52 pm

Mr. David Crawford, Chair

Dr. Lawrence Barrett, Secretary

AGENDA ITEM: V.A.

Student Government Report

- A.** General Information: A representative from the Student Government Association will report on recent and upcoming activities and events.

AGENDA ITEM: VI.A.

Personnel Matters

The Personnel Matters reflect the standard and usual personnel operations of the college. The College requests approval of the attached listings of Personnel Matters that includes: Terminations, Appointments, Reappointments, Replacements, Transfers, Students, Short Term Contracts, and Adjunct Faculty.

PERSONNEL MATTERS
April 13, 2023
BOARD OF TRUSTEES MEETING

RESIGNATIONS/RETIREMENTS/TERMINATIONS:

Bowles, Jennifer	Skills Lab & Simulation Instructor, Nursing (position to be filled)	03/30/2023
Clark, William	Assistant Professor, Welding (position to be filled)	03/10/2023
Mathews, Aaron	Director, Procurement & Contracts (position to be filled)	03/14/2023

APPOINTMENTS/REAPPOINTMENTS/REPLACEMENTS/TRANSFERS:

Morse, Ed	Head Men's Cross Country Coach, Athletics, Part-time, Temporary	03/02/2023-05/01/2023
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STUDENTS:

ADJUNCT FACULTY/OVERLOAD CONTRACTS:

See attached pages

APPOINTMENT AND REAPPOINTMENT
OF ADMINISTRATIVE & PROFESSIONAL STAFF:

ADMINISTRATIVE STAFF

Barrett, Lawrence	President
Cardenas, Anthony	Vice President for Student Affairs and Public Information
Gavin, Paula	Vice President for Academic Affairs
Holloway, Lynda Michelle	Vice President for Business Services

PROFESSIONAL STAFF

Boatright, Christine	Associate Dean, Libraries and Institutional Effectiveness
Brady, Alana	Director, Testing and Accessibility Services
Brady, Kristopher	Executive Director, Workforce, Public Service and Technology Programs
Brown, Ann	Executive Director, Nursing and Health Sciences
Buckles, Cassie	Executive Director, Human Resources
Cannon, Julie	Director, Dual Enrollment and Recruitment
Carswell, Pamela S.	Executive Director, Teacher Preparation Programs
Chapman, Rob	Director, Marketing
Dean, Brandilynn	Director, Financial Aid
Dekle, Amy	Director, Student Life
Gabriel, Andrea	Director, Business Services
George, Travis	Director, Community Outreach and Special Projects
Golden, Rebecca	Director, Resource Development
Green, Travis	Executive Director, Information Technology/CIO
Hackett, Christopher	Director, Athletics
Janasiewicz, Crystal	Director, Enrollment Services/Registrar
McCardle, Elizabeth	Director, TRIO
McCrary, Kathryn	Director, Benefits & Employee Relations
McIntire, Brandon	Director, eLearning
Orender, Patricia	Director, ASDN and Certificate Programs
Peace, Matthew	Dean, Academic Affairs and Baccalaureate Liaison
Pinchouck, Lee	Executive Director, Resource Development
Schrader, Kacey	Dean, Enrollment and Marketing
Thomas, Randal	Director, College Facilities
Thomas, Rebecca	Director, Advising and Career Services
Tomlinson, Sandra	Associate Dean, Student Affairs
Touchton, Ryan	Director, Network and Security

REAPPOINTMENT OF INSTRUCTIONAL PERSONNEL FOR 2023-24:

I. Instructional Personnel on Annual Contract

Agyare, Stephen	Givens, Kimberly	Smith, Deborah
Avery, Carrie	Gordon, Melaney	Smith, William E.
Bargar, Janet	Griswold, David	Tobey, Uriah
Bozeman, Michelle	Helpfenberger, Janice	Toreky, Carrie
Chapuseaux, Samantha	Higdon, Tracey	Waschek, Denielle
Co, Lisa	Johnston, Sandra	Webb, Sandra
Crary, Cheryl	Kalinowski, Kelly	White, Sarah
Errickson, William	McDaniel, Rebecca	
Esona, Sona	McLaughlin, Christine	
Espenship, Susan	Murdoch, Margaret	
Frederick, Mari	Raulerson, Laura	
Graniela, Johnny	Reichhardt, Torben	

II. Instructional Personnel First Time on Continuing Contract

Allen, Tina	Jernigan, Brenda	Redmond, Paula
Brown, Thomas	Johnson, Denise	Siff, Todd
Denson, Japera	Mimbs, Timothy	
Elman, Alexander	Parrish, Destiney	

III. Instructional Personnel now on Continuing Contract

Aguilar, Sandra L.	Cuthbertson, Sharron L.	McMahon, Sean H.
Akey-Meyerson, Maureen E.	Davis, Melissa	Messenger, Ali
Appling, L. Troy	Dees, Allyson C.	Mora-Medina, Pedro
Baker, Michael M.	Ganser, Joseph M.	Pardo, Gabriel
Boice, Cheryl M.	Givvines, James W.	Reid, Debra
Brown, Jennifer	Gross, Denise A.	Roberts, Kristeen M.
Calcano, Sylvia M.	Guzman, Juan	Rogers, M. Elizabeth
Carroll, Elizabeth	Hurner, David M.	Shadle, Joseph
Clark, Christal	Kane, Mustapha	Smith, Frederick K.
Cobb, Elizabeth	Larramore, Cecelia	
Craig, John	Lombo, Doris E.	
Cross, Dawn	Love, Patricia	

IV. Instructional Personnel on Established Part-time Contract

None

SPRING 2023 BOARD AGENDA - DUE 3/16/23

Primary Instructor	CRN	Course Number and Section	Course Title	Credits	Part of Term	Start Date	End Date
Adkins, Meredith	20441	EDF 4603 H01	Critical Issues in Classroom Management	3	A16	01/09/2023	5/1/2023
Adkins, Meredith	20430	RED 4318 001	Teaching Reading in Intermediate Grades	3	A16	01/09/2023	5/1/2023
Adkinse, Meredith	20433	SSE 3312 001	Teaching Social Science in Elementary Schools	3	A16	01/09/2023	5/1/2023
Allen, Tina	20297	SPC 1017 001	Oral Communications	3	A16	1/9/2023	5/1/2023
Anderson, Shanna	20081	HUM 2020 019	Introduction to the Humanities	3	B8	3/2/2023	5/1/2023
Appling, Troy	20267	ENC 1101 018	Freshman Composition I	3	B8	3/2/2023	5/1/2023
Behrense, Kathryn	20408	EEC 3400 011	Parents as Teachers/Field Experience	3	A16	01/09/2023	5/1/2023
Blanchard, John	Varies	General Studies	Law Enforcement/ CWE	N/A	N/A	3/6/23	3/17/23
Bozeman, Michelle	20010	CSP 0620C 071	Esthetics Specialist	7.33	A16	2/28/23	5/1/23
Brown, Thomas	Varies	WHFX-0003-M01-M04	EMS Coordinator	N/A	N/A	1/23/23	4/23/23
Brown, Thomas	20471	EMS 2771C-01J	Paramedic I	8	N/A	1/16/23	5/11/23
Chamberlain, John	20312	SPC 2608 H72	Public Speaking	3	B8	3/2/2023	5/1/2023
Collantee, Kristi	20410	EEC 4613 011	Assessment and Evaluation of Young Children	3	A16	01/09/2023	5/1/2023
Collantee, Kristi	20415	LAE 3405 011	Children's Literature in Early Childhood	3	A16	01/09/2023	5/1/2023
Crosse, Dawn	20423	EEC 2401 011	Home and Community	3	A16	01/09/2023	5/1/2023
Crosse, Dawn	20417	EEC 1001 011	Travel Contract	3	A16	01/09/2023	5/1/2023
Crosse, Dawn	20421	EEC 2002 011	Operating Early Childhood Facility	3	B12	2/27/2023	5/1/2023
Cuthbertsone, Sharron	20407	EEC 3301 011	Instructional Practices	3	A16	01/09/2023	5/1/2023
Davise, Monica	20445	EDE 4945 001	Senior Internship in Elementary Education	9	A16	01/09/2023	5/1/2023
Denis, Beriah	20416	CHD 1220 011	Child Growth & Development: Infant & Toddler	3	B8	03/02/2023	5/1/2023
Dickinson, Paul	20472	EMS 2272C-01J	Paramedic II	8	N/A	1/16/23	5/11/23
Dickinson, Paul	20467	EMS 1431C-01J	EMT Hospital/ Field Experience	3	N/A	1/16/23	5/11/23
Erickson, William	20632	POS 1041 017	American Government	3	B8	3/8/2023	5/1/2023
Fortner, Brittany	20475	EMS 2436L-01J	Paramedic II Clinical	8	N/A	1/16/23	5/11/23
Fortner, Brittany	20467	EMS 1431C-01J	EMT Hospital/ Field Experience	3	N/A	1/16/23	5/11/23
Fortner, Jerry	20473	EMS 2435L-01J	Paramedic I Clinical	6	N/A	1/16/23	5/11/23
Guzman, Juan	20547	BSC 2085 003	Anatomy & Physiology I	3	A16	1/9/2023	5/1/2023
Guzman, Juan	20548	BSC 2085L 013	Anatomy & Physiology I Lab	1	A16	1/9/2023	5/1/2023
Gwinn, Lachrisa	Varies	General Studies	Law Enforcement	N/A	N/A	1/20/23	6/30/23
Gwinn, Lachrisa	Varies	General Studies	Corrections	N/A	N/A	1/20/23	6/30/23
Hamstrae, Janet	20422	EEC 2300 011	Cognitive Experiences for Young Children	3	A16	01/09/2023	5/1/2023
Harvey, Anna	20116	SLS 1105 015	Skills for College Success	2	B8	3/2/2023	5/1/2023
Heeney, Colleen	20632	POS 1041 017	American Government	3	B8	3/2/2023	5/1/2023
Hughes, Lindsey	Varies	WHFX-0003-M01-M04	Varies	N/A	N/A	1/23/23	4/23/23
Jacksonse, Brenda	20446	RED 4940 001	Internship in Reading	2	A16	01/09/2023	5/1/2023
Jernigan, Brenda	20010	CSP 0620C 071	Esthetics Specialist	7.33	A16	2/28/23	5/1/23
Kalaf, John	20467	EMS 1431C-01J	EMT Hospital/ Field Experience	3	N/A	1/16/23	5/11/23
Kinarde, Mary	20428	TSL 4081 001	TESOL Issues and Practice	3	A16	01/09/2023	5/1/2023
Knight, Kayla	20253	ENC 0025 H71	Principles of Writing II	3	B8	3/2/2023	5/1/2023
Laemmler, Heather	20429	RED 3309 001	Teaching Early Literacy	3	A16	01/09/2023	5/1/2023
Lashleye, Laura	20455	EPI 0950 001	EPI Field Experience	3	A16	01/09/2023	5/1/2023
Lashleye, Thomas	20431	MAE 3310 001	Teaching Mathematics in Elementary Schools	3	A16	01/09/2023	5/1/2023
Leinas, Ina	20473	EMS 2435L-01J	Paramedic I Clinical	6	N/A	1/16/23	5/11/23
Leinas, Ina	20475	EMS 2436L-01J	Paramedic II Clinical	8	N/A	1/16/23	5/11/23
Lietzaue, Megan	20439	EDF 3115 H01	Child Development for Inclusive Education	3	A16	01/09/2023	5/1/2023
Markwich, Jody	20473	EMS 2435L-01J	Paramedic I Clinical	6	N/A	1/16/23	5/11/23
Markwich, Jody	20475	EMS 2436L-01J	Paramedic II Clinical	8	N/A	1/16/23	5/11/23
Markwich, Jody	20456	EMS 0110-01J	Emergency Medical Technician	10	N/A	1/16/23	5/11/23
Markwich, Jody	20462	EMS 1119L-01J-Lab	Emergency Medical Technician Lab	3	N/A	1/16/23	5/11/23
Matthews, Jimmie	20456	EMS 0110-01J	Emergency Medical Technician	10	N/A	1/16/23	5/11/23
Matthews, Jimmie	20462	EMS 1119L-01J-Lab	Emergency Medical Technician Lab	3	N/A	1/16/23	5/11/23
McKinnon, Joseph	Varies	Varies	CDL Training	0	N/A	1/16/23	5/11/23
McReynoldse, Joni	20419	EEC 1600 011	Guiding the Young Child	3	A16	01/09/2023	5/1/2023
McReynoldse, Joni	20409	EEC 4211 011	Integrated Math and Science in Early Childhood	3	A16	01/09/2023	5/1/2023
McReynoldse, Joni	20411	EEC 4661 011	Early Childhood Education Theory and Practice	3	A16	01/09/2023	5/1/2023
Morse, April	20504	MAT 0028 003	Elementary Algebra	3	B8	3/2/2023	5/1/2023
Murphy, Dasaisha	20449	EPI 0010 141	Foundations and Applications of Language	3	B5	02/13/2023	3/19/2023
O'Connell, Brian	20467	EMS 1431C-01J	EMT Hospital/ Field Experience	3	N/A	1/16/23	5/11/23
Orlowskie, Tara	20421	EEC 2002 011	Operating Early Childhood Facility	3	B12	01/30/2023	5/1/2023
Picklo, Andrew	20467	EMS 1431C-01J	EMT Hospital/ Field Experience	3	N/A	1/16/23	5/11/23
Picklo, Andrew	20456	EMS 0110-01J	Emergency Medical Technician	10	N/A	1/16/23	5/11/23
Picklo, Andrew	20462	EMS 1119L-01J-Lab	Emergency Medical Technician Lab	3	N/A	1/16/23	5/11/23
Picklo, Andrew	20471	EMS 2771C-01J	Paramedic I	8	N/A	1/16/23	5/11/23
Piercee, Stephanie	20432	MAE 3312 001	How Children Learn Math	3	A16	01/09/2023	5/1/2023
Polk, Austin	20472	EMS 2272C-01J	Paramedic II Lab	8	N/A	1/16/23	5/11/23
Polk, Austin	20475	EMS 2436L-01J	Paramedic II Clinical	8	N/A	1/16/23	5/11/23
Polk, Austin	20472	EMS 2272C-01J	Paramedic II Lecture	8	N/A	1/16/23	5/15/23
Richardson, David	20456	EMS 0110-01J	Emergency Medical Technician	10	N/A	1/16/23	5/11/23
Richardson, David	20462	EMS 1119L-01J-Lab	Emergency Medical Technician Lab	3	N/A	1/16/23	5/11/23
Robinson, Ashley	20473	EMS 2435L-01J	Paramedic I Clinical	6	N/A	1/16/23	5/11/23
Robinson, Ashley	20475	EMS 2436L-01J	Paramedic II Clinical	8	N/A	1/16/23	5/11/23
Robinson, Scott	20471	EMS 2771C-01J	Paramedic I	8	N/A	1/16/23	5/11/23
Robinson, Scott	20472	EMS 2272C-01J	Paramedic II Lecture	8	N/A	1/16/23	5/15/23
Seifert, Christina	20244	BUL 2241 011	Business Law I (prorated contract)	3	A16	2/27/2023	5/1/2023
Smithe, Brooke	20442	EDE 3941 001	Elementary Education Pre-Internship I	1	A16	01/09/2023	5/1/2023
Smithe, Brooke	20443	EDE 3942 001	Elementary Education Pre-Internship II	1	A16	01/09/2023	5/1/2023
Smithe, Brooke	20444	EDE 4943 001	Elementary Education Pre-Internship III	1	A16	01/09/2023	5/1/2023
Spangler, Julie	20414	EEX 3603 011	Positive Behavioral Supports In Inclusive Classrooms	3	A16	01/09/2023	5/1/2023
Stanley, Jason	20540	BSC 2010C 016	General Biology I with Lab	4	B8	3/2/2023	5/1/2023
Steele, Michael	20456	EMS 0110-01J	Emergency Medical Technician	10	N/A	1/16/23	5/15/23

Steele, Michael	20467	EMS 1431C-01J	EMT Hospital/ Field Experience	3	N/A	1/16/23	5/15/23
Steele, Michael	20473	EMS 2435L-01J	Paramedic I Clinical	6	N/A	1/16/23	5/15/23
Steele, Michael	20475	EMS 2436L-01J	Paramedic II Clinical	8	N/A	1/16/23	5/15/23
Steele, Michael	N/A	N/A	Coordinator	N/A	N/A	1/1/23	6/30/23
Swanson, Misty	20130	DEP 2004 OIG	Human Growth and Development	3	B8	3/2/2023	5/1/2023
Tannachion, Charles	20467	EMS 1431C-01J	EMT Hospital/ Field Experience	3	N/A	1/16/23	5/11/23
Tannachion, Charles	20475	EMS 2436L-01J	Paramedic II Clinical	8	N/A	1/16/23	5/11/23
Today, Elizabeth	30242	EMS 2272C-01J-Lab	Paramedic II	N/A	N/A	1/16/23	5/11/23
Today, Elizabeth	20456	EMS 0110-01J	Emergency Medical Technician	10	N/A	1/16/23	5/11/23
Today, Elizabeth	20462	EMS 1119L-01J-Lab	Emergency Medical Technician Lab	3	N/A	1/16/23	5/11/23
Valle, Elizabeth	N/A	N/A	AHA Coordinator/Quality Assurance	N/A	N/A	1/16/23	6/30/23
Valle, Elizabeth	20467	EMS 1431C-01J	EMT Hospital/ Field Experience	3	N/A	1/16/23	5/11/23
Valle, Elizabeth	Varies	WHFX-0003-M01-M04	Varies	N/A	N/A	1/23/23	4/23/23
Valle, Elizabeth	20456	EMS 0110-01J	Emergency Medical Technician	10	N/A	1/16/23	5/15/23
Valle, Elizabeth	20459	EMS 0110-01J	Emergency Medical Technician	10	N/A	1/16/23	5/15/23
Waldron, Thomas	20473	EMS 2435L-01J	Paramedic I Clinical	6	N/A	1/16/23	5/11/23
Waldron, Thomas	20475	EMS 2436	Paramedic II Clinical	8	N/A	1/16/23	5/11/23
West, Patti	20227	CET 1610C 01I	Cisco Routing	3	A16	3/13/23	5/1/23
White, Patricia	N/A	N/A	Medical Director	N/A	N/A	1/16/23	1/31/23
White, Patricia	N/A	N/A	Medical Director	N/A	N/A	5/1/23	5/15/23

AGENDA ITEM: VI.B.

Routine Contracts and Agreements

These contracts, agreements, and/or change orders reflect those which have been signed by the President or the Vice President for Business Services in accordance with Florida Gateway College Procedure 6Hx12:5-01.

Routine Contracts and Agreements

Board Date: April 13, 2023

Florida Gateway College Policy and Procedure Number 6Hx12:5-01 authorizes the President or designee to sign, on behalf of the Board, contracts/agreements the value of which does not exceed \$325,000 and construction contract Change Orders the value of which each individual Change Order shall not exceed \$65,000 or which does not increase the contact Guaranteed Maximum Price. As authorized by this policy/procedure, the President or designee has signed the following contracts, agreements, memorandums and construction change orders.

- 1. Second Party:** H2 Health - Jacksonville, FL
Palatka Physical Therapy - Palatka, FL
Step Up Rehab - Brooklyn, NY

Narrative: The College has entered into one or more Clinical Education Agreements or Memorandums of Agreement (MOA) with each of the health-related organizations and/or agencies listed above. These Agreements or MOA's allow FGC students enrolled in the Associate of Science in Nursing, Bachelor of Science in Nursing, Practical Nursing, Patient Care Assistant, Physical Therapist Assistant, Health Information Technology, Emergency Medical Services or Pharmacy Technology program to gain clinical laboratory experience at facilities operated by these organizations/agencies.

Cost: None
- 2. Second Party:** Ebsco - Ipswich, MA

Narrative: The College entered into a one-year Agreement with Ebsco for an eBook Collection Subscription for the Library.

Cost: \$ 9,652.00
- 3. Second Party:** Getty Images (US), Inc. - Seattle, WA

Narrative: The College entered into a Renewal Agreement with Getty Images (US), Inc. to provide the Premium Access basic license, which grants access to high-quality images and videos for College use.

Cost: \$4,305.00
- 4. Second Party:** TK Elevator. - Gainesville, FL

Narrative: The College has entered into a Service Agreement with TK Elevator Corporation to maintain and service elevator equipment in the STEM Building.

Cost: \$ 12,757.80
- 5. Second Party:** Madison House - Boulder, CO

Narrative: The College entered into a Performance Agreement with Madison House for Leah Marlene to perform at the Arts and Music Festival on 03/04/2023.

Cost: \$10,000.00
- 6. Second Party:** Brett Wellman - Quincy, FL

Narrative: The College entered into a Performance Agreement with Brett Wellman and the Stone Cold Blues Band to perform at the Arts and Music Festival on 03/04/2023.

Cost: \$ 600.00

7. **Second Party:** Santa Fe Professional Solutions - Branford, FL
Narrative: The College entered into a Service Agreement with Santa Fe Professional Solutions to replace the batteries on the UPS backups on campus per IT.
Cost: \$ 11,190.00
8. **Second Party:** Metropolis Corp. - Ft. Lauderdale, FL
Narrative: The College entered into a Renewal Agreement with Metropolis Corp. to provide a support subscription for the QLive Call Center Pro 5 Telemanagement software.
Cost: \$ 650.00
9. **Second Party:** University of Evansville - Evansville, IN
Narrative: The College entered into an Agreement with the University of Evansville for students to attend a customized British Literature program at Harlaxton College in the United Kingdom, from June 26 to July 15, 2023.
Cost: \$35,400.00 (approximate cost to College) \$2,950 per student participant

AGENDA ITEM: VI.C.

Surplus Property

The College requests Board approval to remove the attached list of equipment from the inventory and dispose of the property in accordance with Section 274.06, Florida Statutes.

FLORIDA GATEWAY COLLEGE
SURPLUS EQUIPMENT LIST
April 2023
Board Meeting Date: April 13, 2023

	A	B	C	D	E
1					
2	DECAL	DESCRIPTION	PURCHASE VALUE	PURCHASE DATE	CLASS CODE
3	3801	Club Car Utility Cart	2,995.00	04/14/90	9
4	7387	1999 Carry-all Cart	4,147.00	06/29/99	9
5					
6					
7					
8					
9		TOTAL	7,142.00		
10					
11					
12	1= OBSOLETE				
13	2=SALVAGE/USED FOR PARTS				
14	3=TOO COSTLY FOR REPAIRS				
15	4=SALVAGE NOT REPAIRABLE				
16	5=STOLEN (see attached report)				
17	6=TRADED (see attached form)				
18	7=TRANSFERRED TO ANOTHER AGENCY				
19	8= SURPLUS NOT COST EFFECTIVE TO MAINTAIN				
20	9= SURPLUS TO BE SOLD AND OR SOLD FOR PARTS				
21	10= NATIONAL RECALL				
22	11= OTHER				
23					

AGENDA ITEM: VII.A.

Academic Affairs Report

- A. General Information: Dr. Paula Gavin, Vice-President of Academic Affairs, will report on recent and upcoming events.

AGENDA ITEM: VIII.A.

Student Affairs and Public Information Report

- A. General Information: Mr. Tony Cardenas, Vice-President of Student Affairs and Public Information will report on recent and upcoming events.

AGENDA ITEM: IX.A.

Enrollment & Marketing Report

- A. General Information: Ms. Kacey Schrader, Dean of Enrollment and Marketing will report on recent and upcoming events.

AGENDA ITEM: X. A.

Business Services Report

- A. General Information: Ms. Michelle Holloway, Vice President of Business Services, will report on recent and upcoming events.

AGENDA ITEM: X.B.

**Budget Amendment Number Seven (7)
Restricted Current Fund (Fund 2)
Fiscal Year 2022-23**

The College requests approval of *Budget Amendment Number Seven (7) to the Restricted Current Fund (Fund 2) for Fiscal Year 2022-2023*. This amendment recognizes revised award authorizations and new grants received in the 2022-23 fiscal year.

AGENDA ITEM: X.C.

**Budget Amendment Number Seven (7)
Capital Outlay Plan for Unexpended Plant Fund (7) Budget
Fiscal Year 2022-2023**

We are requesting approval of Fund 7 budget amendment Seven (7) which has been revised so the report reflects actual revenue, revised budgeted expenditures, actual expenses, and updated projects through March 27, 2023.

FLORIDA GATEWAY COLLEGE
FISCAL YEAR 2022-2023
CAPITAL OUTLAY PLAN FOR UNEXPENDED PLANT FUND (FUND 7)
As of March 27th, 2023

A. Recapitulation by Source	Deferred Maintenance	Local Funds	License Tag Fees	Capital Improvement Fee	PECO Funds	Total Funds
Beginning Fund Balance	-	886,429.37	67,547.94	677,375.30	5,257,694.87	6,889,047.48
Plus: Revenues	8,277,383.00	1,115.00	120.00	310,357.07	0.00	8,588,975.07
Less: Expenditures	36,447.00	568,830.44	0.00	437,261.28	866,644.25	1,909,182.97
Ending Fund Balance	<u>8,240,936.00</u>	<u>318,713.93</u>	<u>67,667.94</u>	<u>550,471.09</u>	<u>4,391,050.62</u>	<u>13,568,839.58</u>
B. Budgeted Expenditure	Deferred Maintenance	Local Funds	License Tag Fees	Capital Improvement Fee	PECO Funds	Total
721450 Def. Maint. Roof/Window Replacement	1,765,000.00					1,765,000.00
721451 Def. Maint. Door Access/Security	1,000,000.00					1,000,000.00
721452 Def. Maint. Cameras/Call Boxes	1,821,924.00					1,821,924.00
721453 Def. Maint. Fire Alarms	700,000.00					700,000.00
721454 Def. Maint. Roadways/Parking Lots	767,128.00					767,128.00
721455 Def. Maint. AHU Replacement	945,000.00					945,000.00
721448 STEM 22-23 Final appropriation	1,122,716.00					1,122,716.00
721449 Olustee 22-23 Final appropriation	119,168.00					119,168.00
721225 Olustee Campus Public Safety Project					133,338.20	133,338.20
721140 Building 8 & 9					4,257,712.42	4,257,712.42
709200 Local Funds Capital Outlay		318,713.93				318,713.93
720000 CO & DS			67,667.94			67,667.94
Roadways & walkways						
Life-Safety Corrections						
730050 Capital Improvement Fee				475,687.72		475,687.72
Performance Contract Payments						
730070 Capital Improvement Fee - PSAV				74,783.37		74,783.37
Renovations/Remodeling of Facilities						
Equipment for PSAV programs						
Technology Enhancements						
Total	<u>8,240,936.00</u>	<u>318,713.93</u>	<u>67,667.94</u>	<u>550,471.09</u>	<u>4,391,050.62</u>	<u>13,568,839.58</u>

CERTIFIED AS
APPROVED BY
BOARD:

President (as Secretary of the Board)

Date

AGENDA ITEM: XI.A.

President's Report

- A.** General Information: Dr. Lawrence Barrett will report on recent and upcoming activities and events.

Florida Gateway College Strategic Plan Executive Summary

Florida Gateway College's assessment of its 2017-2022 Strategic Plan has demonstrated moderate to substantial achievements in all six strategic goals. Each goal is summarized below with some prominent achievements in each area.

Goal 1 - *Improve student persistence, retention, and learning through instructional excellence and exceptional support services.* The college has achieved a 10% increase in retention rates for both A.A. and A.S. programs, and a 23% increase in the overall graduation rate. Furthermore, 11 new articulations to universities and colleges were added, and the Career Coach software purchased by the college has seen a significant increase in usage.

Goal 2 - *Promote economic development and community enrichment through business partnerships, service, and engagement.* The college has seen a significant increase in service learning and community service hours, and has enriched the community through several events, such as theatrical performances, summer camps, experience days, and free community events. Athletic programs were also brought back, with five new programs over five years. In spite of closing volleyball and men's golf the total number of student athletes has grown from 16 to 46 with some of the highest academic requirements for student athletes. Three additional programs are planned to kick off in 2023 and 2024.

Goal 3 - *Foster a culture of cradle to grave learning through formal, non-formal, and informal education offerings that provide the foundation for lifelong learning.* The college has implemented a successful study abroad program, created General Education outcomes and a common rubric to allow for comparison across multiple courses. Additionally, the computer competency exam has an 88.5% pass-rate, and the Florida Civic Literacy Exam has a pass rate of 66% as of 2022 and is expected to increase.

Goal 4 - *Ensure college vitality and enhance college services through a culture of accountability and continuous improvement.* Audit findings in business services were down 50% from the prior five years, and new programs were added based on local needs assessment including automotive and CDL. All academic and academic-support areas have undergone at least one program review, and the college was reaffirmed by SACSCOC in 2020.

Goal 5 - *Ensure institutional resources are adequate to enhance student learning, instructional quality, and support educational programs.* The college has established many new funding sources from grants, completed several building and campus improvement projects, and changed course evaluation software to Watermark, resulting in an increase in course evaluation response rates.

Goal 6 - *Develop multiple pathways for equal and equitable access to the college's programs and services by reducing barriers to enrollment and progression and improving student academic achievement and goal attainment.* The college saw unprecedented growth nearing its aspirational goal of 2500 FTE until COVID-19 caused significant decline. Concerning equity, the college has seen an increase in the African American graduation rate from 18% to 45%. To support access a waitlist program, which started in 2020, saw 60% of students register for a class they waitlisted growing to 78% in 2022. This ensured seats remained filled and students could register for courses they needed for their degree.

Aspirational Goals

Florida Gateway College in addition, had 10 aspirational goals that were tracked concurrently with the strategic plan goals. These aspirational goals are summarized with their final result below.

Aspirational Goal 1 - *Increase retention rate for first-time full-time students to 69%*. The baseline was 65% and the final result was 67%. While some progress was made in this area COVID-19 presented a problem for many of our enrollment based aspirational goals.

Aspirational Goal 2 - *Increase overall fall-to-fall retention rates to 60%*. The original baseline was at 56% but due to IPEDS error the actual baseline was 60% which is also the final result for fall-to-fall retention rate, thus the goal has been met.

Aspirational Goal 3 – *Increase graduation rate to 65%*. The baseline was 41% and the final result is 64% falling just shy of the original goal yet still a milestone achievement for Florida Gateway College.

Aspirational Goal 4 – *Increase unduplicated headcount enrollment to 5,800 per year*. The baseline was 4,594. The final headcount was 4,168. The headcount was increasing on-target to meet or be close to the goal but enrollment suffered due to the COVID-19 Pandemic.

Aspirational Goal 5 – *Increase FTE enrollment to 2,500 annualized*. Baseline was 2,178 with the final result being 1,993. FTE saw a decrease due to COVID-19 Pandemic.

Aspirational Goal 6 - *Increase the number of full-time faculty by 15%*. The baseline was 65 full-time faculty, the final result was 74, a single faculty position shy of achieving the goal.

Aspirational Goal 7 - *Increase assets of the Foundation for Florida Gateway College to over 22 million dollars*. The baseline was 14.8 million dollars with the final result being 23 million dollars surpassing the target goal of 22 million.

Aspiration Goal 8 – *Expand the number of Bachelor Degree Programs offered to 5*. Baseline was 3 programs and final progress was 4 bachelor degree programs. Plans for the B.S. in Business Administration was placed on hold due to various factors falling short by 1 degree program.

Aspirational Goal 9 - *Expand the number of academic programs offered entirely through distance learning to thirteen*. The baseline was 7 with the original goal to be 8 but was revised to 13 once target was achieved. Final progress is 12 programs are now available in their entirety via distance learning.

Aspirational Goal 10 - *Florida Gateway College will be nationally recognized as a premier learning institute that nurtures a high level of student success and instructional quality. (IE– Aspen Institute, Chronicle of Higher Education)*. FGC was selected as a Top 150 College and invited to apply to the Aspen Prize for 2023. Although FGC did not make the list of top-finalists, our performance metrics rated as high as or higher than several colleges who did make the final round. There is a solid chance that we will make the Top 150 in the next awards competition.

Overall, Florida Gateway College has demonstrated significant progress towards achieving its strategic and aspirational goals, with notable achievements in all areas. FGC's commitment to continuous improvement has resulted in the reaffirmation of accreditation by SACSCOC in 2020 and Florida Gateway College being named one of the Top 150 U.S. Community Colleges in 2021, recognizing its high achievement and efforts in providing superior instruction.



**FLORIDA GATEWAY
COLLEGE**

Board of Trustees

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Dr. James Surrency

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Model Standards of Good Practice for Trustee Boards

In Support Of Effective Community College Governance, The Board Believes:

- That it derives its authority from the community and that it must always act as an advocate on behalf of the entire community;
- That it must clearly define and articulate its role;
- That it is responsible for creating and maintaining a spirit of true cooperation and a mutually supportive relationship with its CEO;
- That it always strives to differentiate between external and internal processes in the exercise of its authority;
- That its trustee members should engage in a regular and ongoing process of in-service training and continuous improvement;
- That its trustee members come to each meeting prepared and ready to debate issues fully and openly;
- That its trustee members vote their conscience and support the decision or policy made;
- That its behavior, and that of its members, exemplify ethical behavior and conduct that is above reproach;
- That it endeavors to remain always accountable to the community;
- That it honestly debates the issues affecting its community and speaks with one voice once a decision or policy is made.

Adopted by the ACCT Board of Directors, October 2000.

** The term "board" refers to a community college board of trustees or appropriate governing authority.*

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Florida Gateway College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award baccalaureate and associate degrees. Contact the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097, or call 404-679-4500 for questions about the accreditation of Florida Gateway College.

Florida Gateway College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. The Disability Services Office can provide further information and assistance by calling the coordinator of disability services, at (386) 754-4215. Located in Building 017, Room 021, 149 SE College Place, Lake City, Florida 32025.

Florida Gateway College does not discriminate in education or employment related decisions on the basis of race, color, ethnicity, national origin, gender, religion, disability, age, marital status, genetic information, sexual orientation, pregnancy, or any other legally protected status in accordance with the law. The equity officer is Cassie Buckles, Executive Director of Human Resources, Building 001, Room 116, 149 SE College Place, Lake City, FL 32025, and may be reached at cassandra.buckles@fgc.edu or (386) 754-4313.