



**DISTRICT BOARD OF TRUSTEES AGENDA**

**DATE & TIME:  
MAY 11, 2023**

**4:00 PM- BOARD WORKSHOP  
LOCATION:**

**WILSON S. RIVERS LIBRARY & MEDIA CENTER  
BUILDING 200, ROOM 102**

**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 courseschedules

### **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**

**May 11, 2023**

**4:00 pm, Board Workshop**

**Wilson S. Rivers Library, Building 200 Room 102**

**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. \*April 13, 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
  - D. \*2022-2023 Annual Equity Update (Part II)
  - E. \*2023-2024 Academic Calendar Changes
  - F. \*Foundation Donation
  - G. \*Approval of New Programs
  - H. \*Approval of Program Changes
  - I. \*Approval of Course Changes
- VII. Academic Affairs {P. Gavin}
  - A. General Information
- VIII. Student Affairs and Public Information {A. Cardenas}
  - A. General Information
- IX. Enrollment and Marketing {K. Schrader}
  - A. General Information

**FGC Board of Trustees**

**May 11, 2023**

**Page 2 of 2**

- X. Business Services Report {M. Holloway}
  - A. General Information
  - B. \*Budget Amendment Number Eight (8) Restricted Current Fund (Fund 2) Fiscal Year 2022-2023
  - C. \*Budget Amendment Number Eight (8) Capital Outlay Plan for Unexpended Plant Fund (7) Budget Fiscal Year 2022-2023
  - D. \* Request to Finalize Contracts (O'Neal Roofing)
  
- XI. President's Report {L. Barrett}
  - A. General Information
  - B. 2022-2023 Presidential Evaluation Results {M. Logan}
  
- XII. Topics for future meetings
  
- XIII. Inspect Warrant Register
  
- XIV. Set Time for the Next Meeting

**Date: June 8, 2023**

**Time: 4:00 pm / Workshop  
Wilson S. Rivers Library & Media Center – Room 102**

**Time: 5:00 pm / Regular Meeting  
Florida Gateway College Board Room  
Administration Bldg. 1**

\*Denotes Board of Trustees' action items

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

**I. Call to Order**

The regular meeting of the District Board of Trustees was called to order April 13, 2023 at 5:00 p.m. by Chairperson David Crawford.

Board Member Dr. Jim Surrency was absent.

All votes were unanimous unless stated otherwise.

**II. Pledge of Allegiance**

Dr. Lawrence Barret led the board in the Pledge of Allegiance.

**III. Audience of Any Citizen**

There were no citizens that elected to speak.

**IV. Approval of Minutes**

**Ms. Kathryn McInnis made a motion to approve the March 9, 2023 Board meeting minutes. Ms. Renae Allen seconded the motion and the motion carried unanimously on a voice vote.**

**V. Student Government Report**

Kayla Desmartin the Outreach Coordinator for Student Government started her report by greeting the Board. She explained that for the month of April SGA has hosted various events and activities for students to participate in. This includes Spring fling, Paint pouring, Music trivia, snow cones, student field day, and planting succulents and cacti for students to take home. Ms. Kayla ended her report by stating that SGA recently held elections and Zamaria Grando will be the SGA President for next school year

**VI. Presentation of Consent Agenda**

- A. \*Personnel Matters
- B. \*Routine Contracts and Agreements
- C. \*Surplus Property

**Dr. Miguel Tepedino made a motion to approve the Consent Agenda consisting of items “A” through “C”. Ms. Kathryn McInnis seconded the motion and the motion carried unanimously on a voice vote.**

**VII. Academic Affairs**

Dr. Paula Gavin, Vice President of Academic Affairs started her report by noting that we received a perfect audit from FDLE. We will receive our “Perfect audit” Criminal Justice Standards and Training Commission certificate at next month’s meeting. Perkins Audit was

positive and showed no findings. Auditors were notably impressed with our CTE program offerings.

Dr. Gavin also noted that we now have our PIPELINE purchased firetruck. This is a massive upgrade and will help enhance our training. Students, Staff and instructors from our Law Enforcement program and other academic areas participated in the Torch run for Special Olympics.

The Education affairs committee is developing and AS degree in Industrial Management technology. This degree is geared for students who have their certificates in HVAC, CDL and Cosmetology. Students will be able to articulate their clock hour certificates into elective credit toward this AS degree, Up to 24 elective credits.

Dr. Troy Appling informed the Board of the awards that were received for the HOWL magazine.

### **VIII. Student Affairs and Public Information**

Mr. Anthony Cardenas, Vice President of Student Affairs and Public Information started his report by saying that FGC is offering 11 camps this summer including Art, Flag football, STEM, E-Sports, Cheer, Volleyball, and Softball. We have 64 registered campers after just two weeks. In addition, our “Little Wolves Child Care” will be available for faculty, staff and students whose campers need supervision after camp.

Mr. Cardenas reported for TRIO our annual progress report was completed and submitted. We exceeded our metric goals for the year

- A. Persistence: 81%
- B. Good Academic: 95%
- C. Associate or certificate attainment: 48%
- D. Associate or certificate attainment and transfer to 4 year: 17%

Lastly Antwan Webber has been selected for the NJCAA II Men’s basketball All-American first team.

Mr. Cardenas reviewed the Economic Impact Statement Report with the Board.

### **IX. Enrollment and Marketing**

Ms. Kacey Schrader, Dean of Enrollment and Marketing, reported summer registration began on April 3<sup>rd</sup>. Promoting general enrollment and student wellness we will be offering free breakfast to students in the grille Monday-Thursday from 7:30 a.m. to 10:30 a.m., We are also highlighting free counseling services to students. This is the first time since Covid relief began that we are not offering financial incentives for enrollment.

Credit hours compared to this time last year are 7,381 compared to 7,194 a 2% increase Headcount is down compared to this time last year we are at 1,023 compared to 1,092 a 6% Decrease.

Ms. Schrader continued her report saying we had one stop enrollment today and so far had 85 students enrolled. We are preparing for Spring Graduation on May 5<sup>th</sup> at 10:00Am and 1:30Pm. We have 112 students walking in each ceremony.

We have had 110 applications for the Board of Trustee's scholarship. The committee made their selection so we will be surprising students with signs in their yard. Enrollment services has implemented digital diplomas starting Spring 2023. Students can now obtain a digital copy as well as a hard copy.

Ms. Schrader ended her report by reminding the board of the 75<sup>th</sup> Anniversary Gala being held on May 20<sup>th</sup>.

**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 Seven (7) Restricted Current Fund (Fund 2) Fiscal Year 2022-2023

**Ms. Renae Allen made a motion to approve the Budget Amendment Number Seven (7) Restricted Current Fund (Fund 2) Fiscal Year 2022-2023. Ms. Kathryn McInnis seconded the motion and the motion carried unanimously.**

- C. \* Budget Amendment Number Seven (7) Capital Outlay Plan for Unexpected plant Fund (7) Budget Fiscal year 2022-2023

**Ms. Suzanne Norris made a motion to approve the Budget Amendment Number Seven (7) Capital Outlay Plan for Unexpected plant fund (Fund 7) Budget Fiscal Year 2022-2023. Mr. Lindsey Lander seconded the motion and the motion carried unanimously.**

**XI. President's Report**

- A. General Information

Dr. Barrett began his report by thanking Dr. Jim Surrency for the grand opening at the Bell location last month.

He also wanted to remind the Board of the upcoming 75<sup>th</sup> Gala on May 20<sup>th</sup> as well as Graduation on May 5<sup>th</sup>. We have our alumni speakers picked and will pick some student speakers beginning of next week.

Dr. Barrett ended his report by stating that the Budget for the college is looking very promising. Our top priority is our students and our second is our staff and faculty followed by the future of the college

Christine Boatright, Associate Dean, Libraries and Institutional Effectiveness reviewed the Strategic Plan Final Selection Report with the Board.

**XIII. Topics for Future Meetings**

**XIV. Inspect Warrant Register**

**XV. Set Time for the Next Meeting**

May 11, 2023

Time: 4:00 pm/ Workshop

5:00 pm Regular Meeting

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

Location Regular meeting: Florida Gateway College Board Room

Administration Bldg. 1

**Ms. Kathryn McInnis made a motion to adjourn. Mr. David Crawford seconded the motion and the motion carried unanimously.**

**The meeting adjourned at 6:10 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**  
**May 11, 2023**  
**BOARD OF TRUSTEES MEETING**

**RESIGNATIONS/RETIREMENTS/TERMINATIONS:**

Lee, Donna	Senior Account Clerk, Business Services (position to be filled)	04/30/2023
------------	---	------------

**APPOINTMENTS/REAPPOINTMENTS/REPLACEMENTS/TRANSFERS:**

Burdick, Gail	Research Specialist, Institutional Effectiveness, Part-time, Temporary	05/02/2023-08/03/2023
Garcia, Rochelle	Office Assistant, Library, Part-time, Temporary	05/02/2023-08/03/2023
Gordon, Melaney	Assistant Professor, Nursing/PTA Program, Full Time	03/15/2023

**STUDENTS:**

**ADJUNCT FACULTY/OVERLOAD CONTRACTS:**

See attached pages

**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: May 11, 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:** Truly You Concierge Aesthetic Services - Lake City, FL  
**Narrative:** The College has entered into one or more Memorandums of Agreement (MOA) with each of the organizations listed above. These MOA's allow FGC students enrolled in their final semester of the Cosmetology program to obtain on-the-job training and a better understanding of the salon environment at facilities operated by these organizations.  
**Cost:** None
- 2. Second Party:** Security 101 - Jacksonville, FL  
**Narrative:** The College entered into an Agreement with Security 101 (TNTSI) to upgrade existing locksets and program existing Genetc system.  
**Cost:** \$ 821,914.40
- 3. Second Party:** Lincoln Electric - Cleveland, OH  
**Narrative:** The College entered into an Agreement with the Lincoln Electric to purchase a virtual reality arc welding system.  
**Cost:** \$32,023.21
- 4. Second Party:** Florida Department of Education - Tallahassee, FL  
**Narrative:** The College entered into a Renewal Agreement with Florida Department of Education to participate in the Florida State Authorization Reciprocity Agreement (FL-SARA).  
**Cost:** \$ 1,250.00
- 5. Second Party:** CareerSource Florida Crown - Lake City, FL  
**Narrative:** The College entered into a Summer Youth Agreement with CareerSource to provide employment assistance from June 5, 2023 through July 14, 2023.  
**Cost:** None
- 6. Second Party:** Economic Modeling - Moscow, ID  
**Narrative:** The College entered into a Renewal Agreement with Lightcast for Career Coach Website subscription.  
**Cost:** \$ 14,000.00
- 7. Second Party:** Metactix - Worthington, OH  
**Narrative:** The College entered into a Service Agreement with Metactix to purchase a software license for Esports program.  
**Cost:** \$ 4,037.50

8. **Second Party:** Axis360 - Charlotte, NC  
**Narrative:** The College entered into a License Agreement with Axis360 for digital media circulation systems and Econtent license.  
**Cost:** None (State wide program that is waiving all fees)
  
9. **Second Party:** GLE Associates, Inc. - Worthington, OH  
**Narrative:** The College entered into a Service Agreement with GLE Associates for Industrial Hygiene Services for formaldehyde sampling in the Dissection Lab and Cadaver Storage.  
**Cost:** \$ 3,735.00

### **Short Term Contracts**

**Narrative:** The College entered into one or more Agreements for short-term employment.

1. **Second Party:** D'Khari Jernigan  
Technology assistant with the FGC Spring Concert. 4/21/23  
**Cost:** \$ 75.00
  
2. **Second Party:** Hailey Schide  
Technology assistant with the FGC Spring Concert. 4/21/23  
**Cost:** \$ 75.00

**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  
May 2023  
Board Meeting Date: May 11, 2023**

	A	B	C	D	E
1					
2	<b>DECAL</b>	<b>DESCRIPTION</b>	<b>PURCHASE VALUE</b>	<b>PURCHASE DATE</b>	<b>CLASS CODE</b>
3	11830	Optiplex 9030 All-In-One	1,249.35	05/27/15	1
4	10888	5yr old Pediatric HAL light skin	37,940.00	06/08/11	1
5	11791	Optiplex 9020	997.87	05/19/15	1
6	12419	Optiplex 7450 AIO	1,210.39	10/08/18	1
7	10160	Cisco 3560 Switch	5,797.10	03/31/09	1
8	10153	Cisco 3560 Switch	5,797.10	03/31/09	1
9	10249	Cisco WS-C3560G-48PS-S Switch	5,222.25	02/08/10	1
10	11666	HP Elitebook 9480M	1,675.00	11/04/14	1
11	9347	Epson EPS830P Projector	2,619.00	01/17/07	1
12	10281	Dell Optiplex 960	1,697.55	02/25/10	1
13	11441	Optiplex 9010	960.20	11/04/14	1
14	11527	HP EliteBook Folio 9470M	1,724.00	01/08/14	1
15	10291	Dell Optiplex 960	1,697.55	02/25/10	1
16	11978	OptiPlex 9030 AIO	1,117.98	01/01/16	1
17	11338	Dell OptiPlex 9010n Mini Tower	970.11	06/05/13	1
18	9346	Canon RE455X Document Camera	1,589.00	01/17/07	1
19	9345	Canon RE455X Document Camera	1,589.00	01/17/07	1
20	10022	Dell Optiplex 755	1,708.40	10/23/08	1
21	12543	Optiplex 7450 AIO	1,105.81	04/05/19	1
22	14118	Lincoln K4488-1 Power Wave 300C Advanced	11,820.84	01/17/23	11
23	11987	Hill Rom P8005 Stretcher	1,975.58	01/20/16	1
24	13266	Lincoln Electric Aspect 230 Single Phase Stick/TIG Welder	2,925.00	05/05/21	11
25					
26					
27					
28					
29					
30					
31					
32					
33					
34		<b>TOTAL</b>	<b>93,389.08</b>		
35					
36					
37	1= OBSOLETE				
38	2=SALVAGE/USED FOR PARTS				
39	3=TOO COSTLY FOR REPAIRS				
40	4=SALVAGE NOT REPAIRABLE				
41	5=STOLEN (see attached report)				
42	6=TRADED (see attached form)				
43	7=TRANSFERRED TO ANOTHER AGENCY				
44	8= SURPLUS NOT COST EFFECTIVE TO MAINTAIN				
45	9= SURPLUS TO BE SOLD AND OR SOLD FOR PARTS				
46	10= NATIONAL RECALL				
47	11= OTHER				
48					



**Agenda Item: VI.D.**

**2022-2023 ANNUAL EQUITY UPDATE (PART II ONLY)**

The College requests approval of part 2 of the 2022-2023 Annual Equity Update, the College Employment Equity Accountability Plan. Each year the College is required to submit a report documenting progress toward fulfilling goals of the Florida Education Equity Act. The remainder of the report will be submitted at the June Board meeting.

## Part II. College Employment Equity Accountability Plan

Section 1012.86, F.S., Florida College System institution employment equity accountability program, requires that each college include in its annual equity update a plan for increasing the representation of women and minorities in senior-level positions, full-time faculty positions and full-time faculty positions who have attained continuing contract status. The plan must include specific, measurable goals and objectives, specific strategies and timelines for accomplishing these goals and objectives and comparable national standards as provided by the Florida Department of Education.

### A. Data, Analysis and Benchmarks

DFC provides colleges with employment data for the last three fall terms to evaluate employment trends for females and minorities in senior-level positions (also referred to as Executive/Administrative/Managerial or EAM positions), full-time instructional staff and full-time instructional staff with continuing contract status. DFC also provides colleges with student enrollment percentages by race and sex to be used as the benchmark for setting employment goals, as colleges continue to strive for alignment between student population and employment demographics.

#### **College Full-Time Executive/Administrative/Managerial Staff**

Informed by the EAM tab, complete the following table to analyze the college’s attainment of annual goals and long-range goals for increasing the number of women and minorities in EAM positions.

	2021-22 Reporting Year College Student Population (%)	EAM Actuals (%) Fall 2021	EAM Stated Goals (%) Fall 2022	EAM Actuals (%) Fall 2022	EAM Goal Met (Yes/No)	EAM Goals for Fall 2023
Black Female	11.7	8.3	8.3	-	N/A	-
Black Male	5.1	-	N/A	-	N/A	-
Hispanic Female	4.8	-	N/A	-	N/A	-
Hispanic Male	2.4	8.3	8.3	(1) 8.3	Yes	(1) 9.1
Other Minorities Female	2.1	-	N/A	-	N/A	-
Other Minorities Male	1.4	-	N/A	-	N/A	-
White Female	47.1	25.0	41.7	(7) 58.3	Yes	(7) 63.7
White Male	25.3	58.3	41.7	(4) 33.3	* Yes	(3) 27.3
Total Female	65.7	33.3	50.0	(7) 58.3	Yes	(7) 63.7
Total Male	34.3	66.7	50.0	(5) 41.7	* Yes	(4) 36.4

*\* One (1) person equals 9.1% of 11 person total..*

Describe and evaluate strategies for addressing underrepresentation in EAM positions.

**Response:** Florida Gateway College strives to retain its leadership, which leads to little turnover in EAM positions, generally. The goal in the EAM category was to increase female representation. The primary goal was achieved by re-evaluating EAM structure and positions when several people in those positions retired over the course of two years. Currently, FGC has 11 EAMs. Previous, FGC had 12 EAM

positions. As the number of EAMs is expected to remain stable for the immediate future, an increase in females will necessarily reduce the percentage of males. When a position does become available the College utilizes many media platforms to advertise vacancies, including Jobcase, Indeed, and LinkedIn. FGC strives to attract the most talented and qualified people while creating equitable opportunities for all.

**College Full-Time Instructional Staff**

Informed by the INST tab, complete the following table to analyze the college’s attainment of annual goals and long-range goals for increasing the number of women and minorities in full-time instructional positions.

	2021-22 Reporting Year College Student Population (%)	INST Actuals (%) Fall 2021	INST Stated Goals (%) Fall 2022	INST Actuals (%) Fall 2022	INST Goal Met (Yes/No)	INST Goals for Fall 2023
Black Female	11.7	4.1	5.5	(3) 4.1	No	4.1
Black Male	5.1	5.5	5.5	(4) 5.4	* Yes	5.4
Hispanic Female	4.8	2.7	4.1	(2) 2.7	No	2.7
Hispanic Male	2.4	4.1	4.1	(4) 5.4	Yes	5.4
Other Minorities Female	2.1	1.4	1.4	(1) 1.4	Yes	1.4
Other Minorities Male	1.4	-	N/A	-	N/A	-
White Female	47.1	53.4	50.7	(40) 54.1	Yes	54.1
White Male	25.3	28.8	28.8	(20) 27.0	No	27.0
Total Female	65.7	61.6	61.6	(46) 62.2	Yes	62.2
Total Male	34.3	38.4	38.4	(28) 37.8	* Yes	37.8

*\*Effectively, met the goal. One additional black male (assuming total number of FT instructors remain at 74) would make the actual percentage 6.8%, thereby, substantially exceeding goal. Instructional personnel mirrors the demographic of our students. One (1) persons equals 1.5% of 74 person total.*

Describe and evaluate strategies for addressing underrepresentation in full-time instructional positions.

**Response:** Florida Gateway College was able to meet most of its goals for instructional staff. As a small institution, one (1) person makes a significant difference in percentages with regard to student population. As with other staff, the College strives to retain its faculty and in turn expects to have little turnover in instructional positions. To that point, the College has set expectations and goals for next year to mirror current occupancy. When a position does become available the College utilizes many media platforms to advertise vacancies, including Jobcase, Indeed, and LinkedIn. FGC strives to attract the most talented and qualified people while creating equitable opportunities for all.

**College Full-Time Instructional Staff with Continuing Contract**

Informed by the CONT tab, complete the following table to analyze the college’s attainment of annual goals and long-range goals for increasing the number of women and minorities in full-time instructional staff with continuing contract positions.

	2021-22 Reporting Year College Student Population (%)	CONT Actuals (%) Fall 2021	CONT Stated Goals (%) Fall 2022	CONT Actuals (%) Fall 2022	CONT Goal Met (Yes/No)	CONT Goals for Fall 2023
Black Female	11.7	-	3.8	-	No	( 2) 5.0
Black Male	5.1	4.3	3.8	(1) 4.8	* Yes	(1) 2.5
Hispanic Female	4.8	8.7	7.7	(2) 9.5	* Yes	(2) 5.0
Hispanic Male	2.4	8.7	7.7	(2) 9.5	* Yes	(3) 7.5
Other Minorities Female	2.1	-	3.8	-	No	-
Other Minorities Male	1.4	-	N/A	-	N/A	-
White Female	47.1	43.5	42.3	(9) 42.9	* Yes	(19) 47.5
White Male	25.3	34.8	30.8	(7) 33.3	* Yes	(13) 32.5
Total Female	65.7	52.2	57.7	(11) 52.4	No	(23) 57.5
Total Male	34.3	47.8	42.3	(10) 47.6	No	(17) 42.5

*\* Effectively, met. One person exceeds previous goal. One (1) person equals 4.8% of 21 person total. As the number of continuing contract instructional personnel has risen from 21 to 40 in this past year, when setting the goals for Fall 2023, one (1) person now equals 2.5%.*

Describe and evaluate strategies for addressing underrepresentation in full-time instructional positions with continuing contract.

**Response:** Florida Gateway College was able to effectively meet more than half of its goals for instructional personnel on continuing contracts. Two black females were recommended for continuing contract for this year (2023) which will increase the representation of black females in next year's report. In addition, a significant number of female faculty are eligible and were recommended for continuing contract this year, drastically improving the numbers and percentages for next year. The strategies mentioned previously for instructional staff will influence the pool of faculty in upcoming years who become eligible for continuing contracts.

**New Barriers (Optional)**

Are there new barriers affecting the successful recruitment and/or retention of females and/or minorities in any employment category?

**Response:** Click here to enter text.

**Review of Part II (A): Attainment of Annual Goals  
(Completed by Division of Florida Colleges)**

Requirement	Response	Comments	Action
Does the report include an analysis and assessment of annual and long-range goals for increasing women and minorities in:	-	-	-

Requirement	Response	Comments	Action
EAM positions?	Select one.		
Full-time instructional positions?	Select one.		
Full-time with continuing contract instructional positions?	Select one.		

---

**B. Evaluations of Employment Practices – Evaluations of Key Personnel and Presidents**

2) Provide a summary of the college’s board of trustees’ annual evaluation of the performance of the president in achieving the annual and long-term goals and objectives of the employment equity plan.

**Response:** The District Board of Trustees conducts an annual evaluation of the college president. One aspect the president is evaluated on is his ability to recommend the hiring of individuals who are well suited for their positions, while emphasizing EA/EO standards and goals of the State of Florida. The president received an excellent rating on this, as well as, all other accountability standards evaluated.

3) What is the date of the president’s most recent evaluation?

**Response:** May 2022

---

**Review of Part II (B): Evaluations of Employment Practices  
(Completed by Division of Florida Colleges)**

Requirement	Response	Comments	Action
Does the report include a summary of the results of the annual evaluation of the college president in achieving the annual and long-term goals and objectives?	Select one.		
Does the report include the date of the most recent presidential evaluation?	Select one.		

---

**C. Additional Requirements**

The college should complete the following related to additional processes required by section 1012.86, F.S.

1) The college maintains diversity and balance in the sex and ethnic composition of the selection committee for each vacancy. **Make a selection:** Yes

Include a brief description of guidelines used for ensuring balanced and diverse membership on selection and review committees.

**Response: : College policy 6HX12:6-20 (Recruitment and Selection of College Employees ) requires “All permanent positions externally advertised will be processed through the use of a selection committee. The committee composition will be balanced in gender and ethnicity and be comprised of no fewer than three members. The supervisor will submit a list of selection committee members to Human Resources for Presidential approval.”**

2) Briefly describe the process used to grant continuing contracts.

**Response: All full-time faculty who work at the college are hired into tenure-track positions. When faculty are hired, they are asked to go through a new-employees orientation that orients them to the general expectations of the college. They must complete the orientation within their first year of employment.**

**At FGC, faculty are that they are required to keep a portfolio with documentation in the three main areas of faculty responsibility:**

- 1) Teaching,**
- 2) Professional Development, and**
- 3) Service to the College and Community.**

**Each of their first five years, faculty are required to complete an annual evaluation. In the fourth year, a faculty member applies to a committee by submitting their five annual evaluations for review of the attachments and evidence of their effectiveness. The committee is comprised of faculty from various areas within the college who have been awarded continuing contract. The committee utilizes a rubric to score each candidate. All candidates are required to have an average score of 3 to be recommended for continuing contract. The committee’s ratings are submitted to the Vice President of Academic Affairs, who then reviews and forwards the recommendations to the President. The President of the college reviews and then makes a recommendation to the Board of Trustees. The Board considers and votes on the recommendations by April of each year.**

3) Briefly describe the process used to annually apprise each eligible faculty member of progress toward attainment of continuing contract status for specified populations.

**Response: Each supervisor meets annually with all faculty members who are on annual contract and who are pursuing continuing contract. At the meeting, an evaluation instrument is used to provide feedback for the faculty members. All faculty who apply for continuing contract have completed five evaluations and have had at least five years to address any concerns/deficiencies noted in their annual evaluations. The evaluation instrument covers three primary areas. Within each of the areas, specific items are listed that allow for comment, feedback, and attachment of evidence to support the performance rating of the faculty. The annual evaluation instrument also provides an opportunity for the faculty and the supervisor to rate each discreet performance item within the evaluation. There is a comment section on each item that allows for both the supervisor and faculty member to address concerns, clarify or support the rating, or to make general comments that each feels are appropriate.**

4) Briefly describe the college’s budgetary incentive plan to support and ensure the attainment of employment equity accountability goals. Include how resources will be allocated to support the implementation of strategies and the achievement of goals in a timely manner.

**Response: Budget needed to advertise and recruit qualified applicants are reviewed annually. Funds for professional development are also included in the annual review. The Executive Director of Human Resources and the VP of Business Services meet annually to review the needs of funds for advertisement and recruitment. The budget is then reviewed by the President.**

5) Salary Information: In the following table, include the salary ranges in which new hires were employed compared to the salary ranges for employees with comparable experience and qualifications as required in section 1012.86(2)(b)(5), F.S. Add additional rows if needed.

*Note: Salary information is requested only for new hires. New hire information can be found in your Fall Staff Survey IPEDS report. Race and sex information are not required; however, the college may choose to include additional information for purposes of diversity analysis.*

	<b>Job Classification</b>	<b># of New Hires*</b>	<b>New Hires* Salary Range</b>	<b># of Existing Employee(s) with Comparable Experience</b>	<b>Existing Employee* Salary Range</b>
<b>Row 1</b>	<b>Admin</b>	<b>0</b>	<b>N/A</b>	<b>4</b>	<b>120,000-251,000</b>
<b>Row 2</b>	<b>Professional</b>	<b>5</b>	<b>39,375-75,000</b>	<b>47</b>	<b>39,375-119,000</b>
<b>Row 3</b>	<b>Instruction 164</b>	<b>5</b>	<b>45,000-75,000</b>	<b>53</b>	<b>42,600-81,000</b>
<b>Row 4</b>	<b>Instruction 194</b>	<b>1</b>	<b>45,000</b>	<b>5</b>	<b>45,000-68,663.44</b>
<b>Row 5</b>	<b>Instruction 209</b>	<b>0</b>	<b>N/A</b>	<b>3</b>	<b>40,985-46,053.78</b>
<b>Row 6</b>	<b>Instruction 224</b>	<b>2</b>	<b>40,000-80,000</b>	<b>12</b>	<b>40,000-97,623.05</b>
<b>Row 7</b>	<b>Career Service 106</b>	<b>4</b>	<b>27,040</b>	<b>7</b>	<b>27,040-39,674.98</b>
<b>Row 8</b>	<b>Career Service 107</b>	<b>3</b>	<b>25,542-30,160</b>	<b>5</b>	<b>24,542-39,731.47</b>
<b>Row 9</b>	<b>Career Service 108</b>	<b>3</b>	<b>28,500</b>	<b>12</b>	<b>28,500-42,658.24</b>
<b>Row 10</b>	<b>Career Service 109</b>	<b>3</b>	<b>29,120-30,576</b>	<b>12</b>	<b>29,120-45,477.32</b>



<b>Row 11</b>	<b>Career Service 110</b>	<b>2</b>	<b>30,160</b>	<b>12</b>	<b>30,160-40,456.67</b>
<b>Row 12</b>	<b>Career Service 111</b>	<b>0</b>	<b>N/A</b>	<b>2</b>	<b>31,200-40,000</b>
<b>Row 13</b>	<b>Career Service 112</b>	<b>0</b>	<b>N/A</b>	<b>11</b>	<b>33,280-51,558.42</b>
<b>Row 14</b>	<b>Career Service 113</b>	<b>0</b>	<b>N/A</b>	<b>1</b>	<b>40,000</b>
<b>Row 15</b>	<b>Career Service 116</b>	<b>0</b>	<b>N/A</b>	<b>2</b>	<b>44,000-52,497.95</b>

on between November 1, 2021, and October 31, 2022, either for the first time (new to the institution) or after a break in service and who are still on the payroll of the institution as November 1, 2022.

**Review of Part II(C): Additional Requirements  
(Completed by Division of Florida Colleges)**

<b>Requirement</b>	<b>Response</b>	<b>Comments</b>	<b>Action</b>
Does the report include a brief description of guidelines used for ensuring balanced and diverse membership on selection and review committees?	Select one.		
Does the report provide a summary of the process utilized to grant continuing contracts?	Select one.		
Does the report include a description of the process used to annually apprise eligible faculty of their progress towards attaining continuing contract status?	Select one.		
Has the college developed a budgetary incentive plan to support and ensure attainment of the goals developed pursuant to section 1012.86, F.S.?	Select one.		
Did the college include a summary of the incentive plan?	Select one.		

<b>Requirement</b>	<b>Response</b>	<b>Comments</b>	<b>Action</b>
Did the summary include strategic resource allocation?	Select one.		
Does the report include a comparison of the salary ranges of new hires to salary ranges for employees with comparable experience and qualifications?	Select one.		

---

**Academic Calendar Changes  
2023-2024**

The College requests approval of a change to the calendar.

The Fall 2023 withdrawal deadline was mistakenly scheduled on the Veteran's Day holiday of November 10, 2023.

We request approval to update the withdrawal deadline to Thursday, November 9, 2023.

The modified calendar is attached and change is highlighted in yellow.

2023-2024 Academic Calendar (rev. /21/23)

Web registration, web drop, and web payment are open until midnight on the last date indicated, unless another time is shown. College offices close at 4:30 p.m. fall and spring and 5:00 p.m. summer. Unless a different time is shown or the college closes early, all other deadlines, except class dates, are 4:30 p.m. on the last date indicated.

May 15 – Aug. 18	Fall registration begins
June 1	Fall international applicant admission application deadline
June 15	Fall international transfer applicant admission application deadline
July 1 – Aug. 18	Fall Nelnet payment plan is available
July 13	Fall financial aid deadline; Fall admission priority processing date
August 9 August 16 August 23 August 30	Fall fees due (Fees are due if registered on or before a due date.) *All class registrations not secured with full payment or financial aid will result in students having their class schedule cancelled in its entirety. All students registering for classes after the last due date must secure classes with full payment or financial aid on the day of registration.
August 18-25	State employee fee waiver registration
August 21	Fall classes begin *Start dates for express sessions may vary. Check your class schedule for start dates.
August 21-25	Add/Drop (for classes starting 8/21/23)
August 23	Add/Drop ends for express session classes starting 8/21/23
August 25	State employee fee waiver registration ends Add/Drop ends (for full term classes) *Add/Drop end date varies for classes that are not full term, including those that started 8/21/23 and those starting later in the term. (See express session details for all registration, add/drop and withdrawal dates.)
September 4	Labor Day Holiday
September 11	Last day to submit grade changes for “I” grades received in previous summer term. Unresolved “I” grades will change to “F”.
October 2	Spring international applicant admission application deadline
October 13	Fall commencement ceremony participation deadline (includes having name in program). Fall graduation application required.
October 16	Spring international transfer applicant admission application deadline
Oct. 30 – Jan. 9	Spring registration begins
Oct. 30 – Jan. 9	Spring Nelnet payment plan is available
November 9	<b>Last day for withdrawal</b> *(Completed forms must be received in Enrollment Services <b>before 4:30 p.m.</b> ) (Withdrawal deadlines vary for classes that do not span the full term. See express session details for all registration, add/drop and withdrawal dates.)
November 10	Veterans Day Holiday
November 13	Spring financial aid deadline; Spring admission priority processing date
November 22-24	Thanksgiving Holiday
December 8	Term ends. Fall graduation application deadline.
December 11	Grades due (12 noon)
December 14	Fall Commencement Ceremony
December 14 January 4 January 11 January 18	Spring fees due (Fees are due if registered on or before a due date.) *All class registrations not secured with full payment or financial aid will result in students having their class schedule cancelled in its entirety. All students registering for classes after the last due date must secure classes with full payment or financial aid on the day of registration.
December 19-31	Winter Break
January 1	New Year’s Day Holiday
January 9-17	Spring state employee fee waiver registration
January 10	Spring classes begin *Start dates for express sessions may vary. Check your class schedule for start dates.

January 10-17	Add/Drop (for classes starting 1/10/24)
January 12	Add/Drop ends for express session classes starting 1/10/24
January 15	Martin Luther King, Jr. Holiday
January 17	State employee fee waiver registration ends Add/Drop ends (for full term classes) *Add/Drop end date varies for classes that are not full term, including those that started 1/10/24 and those starting later in the term. (See express session details for all registration, add/drop and withdrawal dates.)
January 31	Last day to submit grade changes for "I" grades received in previous fall term. Unresolved "I" grades will change to "F".
February 15	Summer international applicants admission application deadline
February 19	President's Day Holiday
March 1	Summer international transfer applicants admission application deadline
March 14	Spring commencement ceremony participation deadline (includes having name in program). Spring graduation application required.
March 15-22	Spring Break
April 1 – May 9	Summer registration begins
April 1 – May 9	Summer Nelnet plan is available
April 8	Summer financial aid deadline; Summer admission priority processing date
April 12	Last day for withdrawal* (Completed forms must be received in Enrollment Services <b>before</b> 4:30 p.m.) (Withdrawal deadlines vary for classes that do not span the full term. See express session details for all registration, add/drop and withdrawal dates.)
May 2 May 9 May 16 May 23	Summer fees due (Fees are due if registered on or before a due date.) *All class registrations not secured with full payment or financial aid will result in students having their class schedule cancelled in its entirety. All students registering for classes after the last due date must secure classes with full payment or financial aid on the day of registration.
May 2	Spring term ends. Spring graduation application deadline.
May 3	Spring Commencement Ceremony
May 6	Spring grades due (12 noon)
May 6	Summer work schedule begins
May 9-15	Summer state employee fee waiver registration
May 13	Summer classes begin *Start dates for express sessions may vary. Check your class schedule for start dates.
May 13-15	Add/Drop (for classes starting 5/13/24) (See express session details for all registration, add/drop and withdrawal dates.)
May 15	Summer add/drop ends (for classes starting 5/13/24) *Add/Drop end date varies for classes starting later in the term. (See express session details for all registration, add/drop and withdrawal dates.)
May 20	Fall registration begins
May 27	Memorial Day Holiday
June 3	Last day to submit grade changes for "I" grades received in previous spring term. Unresolved "I" grades will change to "F".
June 11	Summer commencement ceremony participation deadline (includes having name in program). Summer graduation application required.
June 19	Juneteenth Holiday
July 4	Independence Day Holiday
July 18	Last day for withdrawal* (Completed forms must be received in Enrollment Services <b>before</b> 4:30 p.m.) (Withdrawal deadlines vary for classes that do not span the full term. See express session details for all registration, add/drop and withdrawal dates.)

August 7	Summer term ends <b>Grades due (midnight)</b> Summer graduation application deadline
August 8	Summer Commencement Ceremony
August 9	Summer work schedule ends
September 11	Last day to submit grade changes for “I” grades received in previous summer term. Unresolved “I” grades will change to “F”.

**The Foundation for FGC**  
**Donated Equipment for BOT Acceptance**  
**May 11, 2023**

*Agenda Deadline April 24, 2023*

Jon Rogers  
**Bill Williams Air Conditioning and Heating, Inc.**  
**3562 Lenox Ave**  
**Jacksonville, FL 32254**

HVAC Program		
Make/Model	Serial	Est Value
Carrier/RTU	3916P72725	\$ 3,250.00
Carrier/RTU	4815P77171	\$ 3,250.00
3 – Blower Motors	Used	\$ 750.00
5 – Air Dampers		\$ 350.00
2 - Backdraft Dampers	N/A	\$ 150.00
3 – Orange Mini – split condensate pump		\$ 300.00
5 – Refrigerant filter driers	New	\$ 50.00
6- Leviton motor speed controls	New	\$ 150.00
2 – Honeywell L4029 Limit Controls	New	\$ 50.00
1 – roof mounted exhaust fan	Used	\$ 150.00
1 – Dwyers Magnehelic Gage		\$ 50.00
1 – KHAL Solenoid Valve Kit	New	\$ 50.00
10 – Duct Fittings		\$ 100.00
2 – Chiller Water Valves and fittings		\$ 50.00
Misc. Materials		\$ -
	<b>\$</b>	<b>8,700.00</b>

  

<b>TOTAL AMOUNT TO ACCEPT</b>	<b>\$</b>	<b>8,700.00</b>
-------------------------------	-----------	-----------------

## **AGENDA ITEM: VI.G**

### **Approval of New Programs**

The College requests Board approval to offer the following new programs, which have been approved by the FGC Educational Affairs Committee and are being proposed to improve program offerings. Effective Date of implementation: Fall 2023

**Industrial Management Technology, A.S:** This new program will provide graduates of certificate programs access to the technical, supervisory, and management skills necessary to further their career opportunities. Students will learn about leadership, finance, marketing, and human resource management. This program is inclusive of general education courses, as well as coursework focused on managerial roles and the development of upward mobility within a variety of respective industries.



## AGENDA ITEM: VI.H

### Approval of Program Changes

The College requests Board approval of the following program changes, which have been approved by the FGC Educational Affairs Committee and are being proposed to improve programs. Effective date of implementation: Fall 2023

**Accounting Technology Management, C.C.C:** This proposed change would remove CGS 1570 (Computer Applications) from the required courses for the program, and replaces it with MAN 2021 (Principles of Management). This will update the program to reflect the current curriculum framework standards.

**Accounting Technology Operations, C.C.C:** This proposed change would remove CGS 1570 (Computer Applications) from the required courses for the program, and replaces it with MAN 2021 (Principles of Management). This will update the program to reflect the current curriculum framework standards.

**Accounting Technology Specialist, C.C.C:** This proposed change would remove CGS 1570 (Computer Applications) from the required courses for the program, and replaces it with MAN 2021 (Principles of Management). This will update the program to reflect the current curriculum framework standards.

**Business Management, C.C.C:** This proposed change would remove CGS 1570 (Computer Applications) from the required courses for the program, and replaces it with GEB 2430 (Business Ethics). This will update the program to reflect the current curriculum framework standards.

## **AGENDA ITEM: VI.I**

### **Approval of Course Changes**

The College requests Board approval of the following course changes, which have been approved by the FGC Educational Affairs Committee and are being proposed to improve program offerings and course descriptions. Effective Date of implementation: Fall 2023

**3D Modeling and Animation I:** This proposal will remove the prerequisite and corequisite (DIG 2109 - Digital Imaging with Photoshop) from the course. The curriculum for the course has changed and this requirement is no longer needed. This course is an elective in the Digital Media program and by removing the pre/co requisites, it will allow more flexibility and create a streamlined experience for the students.

**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 Eight (8)  
Restricted Current Fund (Fund 2)  
Fiscal Year 2022-23**

The College requests approval of *Budget Amendment Number Eight (8) 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.

**BOARD OF TRUSTEES BUDGET AMENDMENT REQUEST  
FLORIDA GATEWAY COLLEGE**

Budget Amendment Request Number :  EIGHT

X

FISCAL YEAR:  2022-2023

REASONS FOR BUDGET AMENDMENT: Place an "X" by the applicable reason for amendment.

Fund Name	Fund #	Amount	Explanation
-----------	--------	--------	-------------

(1) CHANGE IN FUND BALANCE:

	Current Budget	Increase	Decrease	Revised Budget	
Beginning Fund Balance	236,657.29	\$	\$	\$ 236,657.29	
Budgeted Revenues		2,000.00		2,000.00	
Budgeted Expenditures		37,738.00	(37,738.00)	75,476.00	
Ending Fund Balance	\$ 236,657.29	\$	(35,738.00)	\$ 37,738.00	\$ 163,181.29

Budgeted Fund Balance as % of Funds Available N/A

\*The amounts listed above include, Perkins Voc. Ed., Perkins Rural Sparsley, CARES Act, GEER, Open Door, all foundation support accounts, student activities accounts and various restricted accounts.

CERTIFIED AS  
APPROVED BY  
BOARD:

\_\_\_\_\_  
President (as Secretary of the Board)

BOARD APPROVAL DATE:

DEPARTMENT OF EDUCATION

CERTIFIED AS APPROVED BY  
DEPARTMENT OF EDUCATION:

\_\_\_\_\_  
CHANCELLOR, FLORIDA COMMUNITY COLLEGE SYSTEM

DATE: \_\_\_\_\_

BY: \_\_\_\_\_



**AGENDA ITEM: X.C.**

**Budget Amendment Number Eight (8)  
Capital Outlay Plan for Unexpended Plant Fund (7) Budget  
Fiscal Year 2022-2023**

We are requesting approval of Fund 7 budget amendment Eight (8) which has been revised so the report reflects actual revenue, revised budgeted expenditures, actual expenses, and updated projects through April 18, 2023.

FLORIDA GATEWAY COLLEGE  
 FISCAL YEAR 2022-2023  
 CAPITAL OUTLAY PLAN FOR UNEXPENDED PLANT FUND (FUND 7)  
 As of April 18th, 2023

A. Recapitulation by Source	Deferred <u>Maintenance</u>	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	1,450.00	195.00	374,852.27	0.00	8,653,880.27
Less: Expenditures	36,447.00	657,176.62	0.00	437,261.28	866,677.23	1,997,562.13
Ending Fund Balance	<b>8,240,936.00</b>	<b>230,702.75</b>	<b>67,742.94</b>	<b>614,966.29</b>	<b>4,391,017.64</b>	<b>13,545,365.62</b>
B. Budgeted Expenditure	Deferred <u>Maintenance</u>	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					133,305.22	133,305.22
721140 Building 8 & 9					4,257,712.42	4,257,712.42
709200 Local Funds Capital Outlay		230,702.75				230,702.75
720000 CO & DS			67,742.94			67,742.94
Roadways & walkways						
Life-Safety Corrections						
730050 Capital Improvement Fee				536,731.04		536,731.04
Performance Contract Payments						
730070 Capital Improvement Fee - PSAV				78,235.25		78,235.25
Renovations/Remodeling of Facilities						
Equipment for PSAV programs						
Technology Enhancements						
<b>Total</b>	<b>8,240,936.00</b>	<b>230,702.75</b>	<b>67,742.94</b>	<b>614,966.29</b>	<b>4,391,017.64</b>	<b>13,545,365.62</b>

CERTIFIED AS  
 APPROVED BY  
 BOARD:

\_\_\_\_\_  
 President (as Secretary of the Board)

\_\_\_\_\_  
 Date

**AGENDA ITEM: X.D**

**Request to Finalize Contracts**

The College requests Board approval to enter into a contract with O'Neal Roofing to replace three air conditioning units and upgrade support system on the roof of building 003, Olustee Campus.

**AGENDA ITEM: XI.A.**

**President's Report**

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

**AGENDA ITEM: XI.B.**

**2022-2023 Presidential Evaluation Results**

Board Attorney, Meagan Logan will discuss the results from the 2022-2023 Presidential Evaluation that was completed by the Board.



**FLORIDA GATEWAY  
COLLEGE**

**Board of Trustees**

**Mr. David Crawford, Board Chair**

**Ms. Renae Allen, Vice Chair**

**Mr. Robert C. Brannan, III**

**Mr. Lindsey Lander**

**Ms. Kathryn McInnis**

**Ms. Suzanne Norris**

**Dr. James Surrency**

**Dr. Miguel Tepedino**

**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.*

© 2000 Association of Community College Trustees (ACCT). Reprinted with the permission of the Association of Community College Trustees (ACCT). ACCT is a non-profit educational organization of governing boards, representing more than 6,500 elected and appointed trustees who govern over 1,200 community, technical, and junior colleges in the United States, Canada, and England. For more information, visit ACCT's Web site at [www.acct.org](http://www.acct.org).

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](mailto:cassandra.buckles@fgc.edu) or (386) 754-4313.