



**DISTRICT BOARD OF TRUSTEES AGENDA**

**DATE & TIME:  
JUNE 8, 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**

**June 8, 2023**

**Addendum (Friday, June 2, 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. \*May 11, 2023- Workshop
  - B. \*May 11, 2023-Regular meeting
- 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 Equity Report
  - E. \*Revised Policy 6Hx12:6-04 Employee/Retiree Fee Scholarships
- 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**  
**Addendum (Friday June 2, 2023)**  
**June 8, 2023**  
**Page 2 of 2**

- X. Business Services Report {M. Holloway}
  - A. General Information
  - B. \*Student Activities Budget 2023-2024
  - C. \*Scholarship Plan 2023-2024
  - D. \*Student Fee Schedule Fiscal Year 2023-2024
  - E. \*Approval of Foundation for Florida Gateway College Budget
  - F. \*Operating Budget, FY 2023-2024 Current Fund Unrestricted (Fund 1)
  - G. \*Florida College System Capital Improvement Plan and Legislative Budget Request FY 2024-2025 through FY 2026-2027
  - H. \*Write Off of Uncollectible Accounts FY 2022-2023
  - I. \*Budget Amendment Number Nine (9) Restricted Current Fund (Fund 2) Fiscal Year 2022-23
  - J. \*Budget Amendment Number Nine (9) Capital Outlay Plan for Unexpended Plant Fund (7) Budget Fiscal Year 2022-2023
  - K. \*Budget Amendment to move funds from Unrestricted Current Fund (Fund 1) to (Fund 7) Capital Funds Fiscal Year 2022-2023
  
- XI. President's Report {L. Barrett}
  - A. General Information
  - B. \*Annual Review of the Mission Statement
  - C. \*Board Calendar
  - D. 2023-2024 College Organizational Chart
  
- XII. Other Business {M. Logan}
  - A. \* Personnel Matter-President's Contract (Potential Action Requested)
  
- XIII. Topics for future meetings
  
- XIV. Inspect Warrant Register
  
- XV. Set Time for the Next Meeting

**Date: August 10, 2023**  
**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**

**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**

The regular meeting of the District Board of Trustees was called to order May 11, 2023 at 5:04 p.m. by Chairperson David Crawford.

All votes were unanimous unless stated otherwise.

**II. Pledge of Allegiance**

Ms. Suzanne Norris led the board in the Pledge of Allegiance.

**III. Audience of Any Citizen**

Mr. Stew Lilker Addressed the Board.

**IV. Approval of Minutes**

**Dr. Miguel Tepedino made a motion to approve the April 13, 2023 Board meeting minutes. Mr. Chuck Brannan 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

**Item number “2” under Routine Contracts and Agreements “Security 101” was voted on previously in March, Chairman Crawford asked for the item to be removed. Ms. Kathryn McInnis made a motion to approve removing Security 101 from the Routine Contracts and Agreements. Ms. Renae Allen seconded the motion and the motion carried unanimously on a voice vote.**

- 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

**Dr. Miguel Tepedino made a motion to approve the Consent Agenda consisting of items “A” through “I”. Dr. Jim Surrency 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 stating our Summer musical this year is SpongeBob the musical based off of the Nickelodeon cartoon. The Show features over 50 participants with 27 of them being FGC students and 24 local High school students. The musical will feature a 17-piece orchestra as well. The dates for that are June 22<sup>nd</sup>-June 25<sup>th</sup>.

Dr. Gavin continued her report by saying we had 20 teacher preparation students graduate with their Bachelor’s degree this past week. She noted 10 of them completed the Elementary Education while the other 10 completed the Early Education program. We also had 46 Fire graduates this week. We had two Benjamin A. Gilman International scholarship winners.

Lastly, we received our Perkins performance data for 2021-2022. We out performed all three measures compared to state levels. First level is the Secondary Retention and placement. The state determined level is 78.5% and we placed 84.8%. The Second measure is earned recognized post-secondary credentials. State determined level is 54.25% and we placed 68.12%. The last measure is Nontraditional program concertation. The state determined level is 20% and we placed 21.37%.

**VIII. Student Affairs and Public Information**

Mr. Anthony Cardenas, Vice President of Student Affairs and Public Information started his report by saying for our third year FGC will host two Columbia county high school graduating seniors in the Florida Crown Lake City police department summer work initiative program. These students will work with our summer camps and various other departments on campus. Our FGC housing department has received 74 applications for next year. 54 females and 16 males.

He continued his report by stating for our summer camps we have 105 students registered. Our top two camps per enrollment are tied right now. Number one being Basketball and number two Stem. For our FGC athletics we have had 12 academic all-conference athletes this year and 8 academic all-Americans. Our Women’s cross-country team has been nominated for the first time ever for the NJCAA national team of the year award for a team GPA of 3.75 throughout the entire academic year. Our Esports team finished their Overwatch season in the National championship where they fell to Union college in Union New Jersey. They finished number two in the nation in Overwatch. Our Women’s flag football will complete their inaugural season in Atlanta Georgia May17<sup>th</sup>- May 20<sup>th</sup>.

Mr. Cardenas reported for the Public Information office we have had three press releases since our last meeting. One on the economic impact study, the second on the softball dedication and our athletic banquet and our hall of fame induction. The third on our spring graduation. Channel 20 did a live feed for the first time at the softball dedication and then came to interview our distinguished alumnus at graduation.

Lastly New student orientation for the first time since 2018 will be held on campus August 1<sup>st</sup>, 10<sup>th</sup>, and 18<sup>th</sup>. NSO is the lead event for our first-year experience program. Designed to assist students to become more familiar with FGC. In addition, we have built a brand-new online orientation as well.

**IX. Enrollment and Marketing**

Ms. Kacey Schrader, Dean of Enrollment and Marketing, reported Summer classes began on May 8<sup>th</sup>. Enrollment is down compared to this time last year. We are down about 9% in headcount so we are at 1600 students compared to 1759 this time last year. We are only down 2% in credit hours. We're at 11,125 compared to 11,367 credit hours this time last year. We are holding a summer B express registration on June 15<sup>th</sup> to promote continued enrollment. Fall registration begins May 15<sup>th</sup>. During the first four week we are giving away 5 laptops each week to students who have registered.

Ms. Schrader continued her report by saying our priorities for marketing is to promote our free after school child care. As well as new programs in cybersecurity and entrepreneurship.

We have one stop enrollment for fall on June 22<sup>nd</sup> and July 27<sup>th</sup>. Summer commencement is scheduled for August 3<sup>rd</sup> at 6:30Pm. We had 63 total signs delivered for the BOT scholarship.

Ms. Schrader ended her report by reminding the Board of our 75<sup>th</sup> Anniversary Gala coming up on May 20<sup>th</sup>. We have 328 guests signed up to attend.

**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 Eight (8) Restricted Current Fund (Fund 2) Fiscal Year 2022-2023

**Ms. Suzanne Norris made a motion to approve the Budget Amendment Number eight (8) Restricted Current Fund (Fund 2) Fiscal Year 2022-2023. Ms. Kathryn McInnis seconded the motion and the motion carried unanimously.**

- C. \* Budget Amendment Number Eight (8) Capital Outlay Plan for Unexpected plant Fund (7) Budget Fiscal year 2022-2023

**Ms. Renae Allen made a motion to approve the Budget Amendment Number Eight (8) Capital Outlay Plan for Unexpected plant fund (Fund 7) Budget Fiscal Year 2022-2023. Ms. Suzanne Norris seconded the motion and the motion carried unanimously.**

- D. \* Request to Finalize Contracts (O'Neal Roofing)

**Ms. Kathryn McInnis made a motion to approve the Request to finalize Contracts (O’Neal Roofing). Mr. Chuck Brannan seconded the motion and the motion carried unanimously.**

**XI. President’s Report**

**A. General Information**

Dr. Barrett began his report by thanking Michelle and Randy for coming up with the process with O’Neil roofing. He also continued by thanking the Board members for attending graduation. He stated he has been meeting with the director of economic development over the last three months every two weeks to work together on numerous college projects. Thank you to Chris Brady and Lee for developing a relationship with Werner.

Dr. Barret stated that teacher education is changing in the state of Florida and we need to adapt to teacher Ed besides the traditional programs. Pam Carswell will be on the committee for teacher apprenticeship which will allow students with two-year degrees to apprentice at schools. Our EPI program which competes against regional people will be changing to a credit bearing course.

Dr. Barrett ended his report by thanking Cassie Buckles. We are outliers when it comes to pushing our health programs and property and casualty. We have been meeting with brokers and learned lots of things and why we are in the situation we’re in and how we can adapt.

**XIII. Topics for Future Meetings**

**XIV. Inspect Warrant Register**

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

June 8, 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

**Mr. Miguel Tepedino made a motion to adjourn. Mr. David Crawford seconded the motion and the motion carried unanimously.**

**The meeting adjourned at 6:01 pm**

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Mr. David Crawford, Chair

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Dr. Lawrence Barrett, Secretary



**BOARD WORKSHOP MINUTES  
FLORIDA GATEWAY COLLEGE  
BOARD OF TRUSTEES**

Wilson River Library and Media Center  
Building 200, Room 102  
May 11, 2023

***Board of Trustees Present:***

In Person: Ms. Renae Allen, Mr. David Crawford, Mr. Chuck Brannon, Ms. Kathryn McInnis, Mr. Jim Surrency, Dr. Miguel Tepedino, Ms. Suzanne Norris and Board Attorney Meagan Logan

***Board of Trustees absent:*** Mr. Lindsey Lander

**Welcome**

Board Chair David Crawford called the workshop to order at 4:08 pm. Dr. Barrett welcomed Trustees in Room 102 of the Wilson S. Rivers Library and Media Center of Florida Gateway College and mentioned some future projects that the budget will be used for in improving the campus. He also discussed new programs and positions that will be put into place in the future.

**2023-2024 College Budget Presentation**

Vice President Holloway Presented the new budget. The discussion included the budget highlights, again no increase in tuition and fees, salary changes, 5% raise for full-time faculty and staff, and fund balance.

**Board Calendar**

Dr. Barrett reviewed the Board calendar. No objections

**Challenges, Opportunities Discussion**

Dr. Barrett and the Board discussed current challenges and opportunities including that we are losing our accreditation for our Physical Therapy program. Effective in 30 days. The Board discussed this issue and Dr. Gavin was able to answer questions the board had and will be updating the Board as to how this issue is going to be resolved.

**Adjournment**

There being no further business, the workshop was adjourned at 4:54 pm.

**Items provided to the Board at the Workshop:**

Board Study Session Agenda  
Budget PowerPoint Presentation

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David Crawford, Board Chair

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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**  
**June 08, 2023**  
**BOARD OF TRUSTEES MEETING**

**RESIGNATIONS/RETIREMENTS/TERMINATIONS:**

Akey, Maureen	Professor, Biology (position to be filled)	07/31/2023
Graniela, Johnny	Assistant Professor/Coordinator, Law Enforcement (position to be filled)	08/02/2023

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

Barrett, John	Camp Assistant, Athletics, Part-time, Temporary	05/16/2023-07/27/2023
Braden, Jesse	Camp Assistant, Athletics, Part-time, Temporary	05/16/2023-07/27/2023
Chadwick, Winston	Tutor, Student Success, Part-time, Temporary	05/08/2023-08/18/2023
Desmartin, Kayla	Tutor, Student Success, Part-time, Temporary	05/08/2023-08/18/2023
Frame, Randy	Trades Helper, Facilities, Part-time, Temporary	05/08/2023-08/03/2023
Gagliardi, Andre	Tutor, Student Success, Part-time, Temporary	05/08/2023-08/18/2023
Green, Jonathan	Assistant Professor, Welding, Full Time	05/08/2023
Joseph, Sergio	Teaching Assistant, Student Success, Part-time, Temporary	05/08/2023-08/18/2023
Miles, Ariana	Tutor, Student Success, Part-time, Temporary	05/08/2023-08/18/2023
McNair, Darrah	Business Services Specialist-AR, Business Services, Full Time	05/03/2023
Moll, Jessica	Tutor, Student Success, Part-time, Temporary	05/08/2023-08/18/2023
Neeley, Hunter	Lab Assistant, Academic Affairs, Part-time, Temporary	05/08/2023-08/02/2023
Slater, Christina	Tutor, Student Success, Part-time, Temporary	05/08/2023-08/18/2023
Thomas, Meghan	Tutor, Student Success, Part-time, Temporary	05/08/2023-08/18/2023
Wiggan, Oniel	Tutor, Student Success, Part-time, Temporary	05/08/2023-08/18/2023
Wiggan, Rayan	Tutor, Student Success, Part-time, Temporary	05/08/2023-08/18/2023
Wiggan, Stephen	Tutor, Student Success, Part-time, Temporary	05/08/2023-08/18/2023
Witt, Kynsie	Tutor, Student Success, Part-time, Temporary	05/08/2023-08/18/2023

**STUDENTS:**

Schrader, Kansas	Student Assistant, Student Life, Part-time, Temporary	05/08/2023-08/18/2023
Smith-Stewart, Courtney	Student Assistant, Student Life, Part-time, Temporary	05/08/2023-08/18/2023
Thompson, Colby	Student Assistant, Student Life, Part-time, Temporary	05/08/2023-08/18/2023
Williams, Ansley	Student Advising, Student Success, Part-time, Temporary	05/08/2023-08/18/2023

**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: June 8, 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:** School Board of Clay County  
School Board of Suwannee County  
School Board of Columbia County  
School Board of Baker County  
**Narrative:** The College has entered into one or more Affiliation Agreements with each of the Counties listed above. These Agreements or MOA's allow FGC students enrolled in the Associate of Science in Early Childhood, Bachelor of Science in Early Childhood, Bachelor of Science in Elementary Education and Educator Preparation Institute to intern at public schools in order to gain teaching experience.  
**Cost:** None
- 2. Second Party:** The Lamar Companies - Ocala, FL  
**Narrative:** The College entered into a Renewal Agreement with The Lamar Companies for the rental of two (2) billboard panels located on US 90 S/S 0.124 MI. E/O CR 100A and one (1) panel located at US 90 S/S 0.9 MI E/O I-75.  
**Cost:** \$ 23,998.00
- 3. Second Party:** Rockbot - Oakland, CA  
**Narrative:** The College entered into an Agreement with Rockbot to provide music in the Fitness Center.  
**Cost:** \$ 759.00
- 4. Second Party:** Security Compliance Associates - Clearwater, FL  
**Narrative:** The College entered into a Service Agreement with Security Compliance Associates for Cybersecurity Assessment and Advisory Services.  
**Cost:** \$ 4,340.00
- 5. Second Party:** HES Facilities - Knoxville, TN  
**Narrative:** The College entered into a Service Agreement with HES Facilities to provide custodial and grounds maintenance for five FGC locations.  
**Cost:** \$ 1,046,220.24
- 6. Second Party:** Graham & Sons Electric - Lake City, FL  
**Narrative:** The College entered into an Agreement with Graham & Sons Electric to install twist lock receptacles in IT rooms.  
**Cost:** \$ 4,963
- 7. Second Party:** Imperial Productions. - Lake City, FL

**Narrative:** The College entered into an Event Services Agreement with Imperial Productions to provide equipment rental and décor for the 75<sup>th</sup> Gala on May 20, 2023.  
**Cost:** \$ 21,260.00

- 8. Second Party:** Bella Musicana - Westchester, IL  
**Narrative:** The College entered into a Performance Agreement with Bella Musicana to provide live music for the 75<sup>th</sup> Gala on May 20, 2023.  
**Cost:** \$ 2,775.00
- 9. Second Party:** Open Text, Inc - Menio Park, CA  
**Narrative:** The College entered into a Renewal Agreement with Open Text to support XM Fax services for the college.  
**Cost:** \$ 3,290.07
- 10. Second Party:** Pitman Engineering - Lake City, FL  
**Narrative:** The College entered into a Service Agreement with Pitman Engineering for parking lot and drainage improvements.  
**Cost:** \$ 4,040.00

**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  
June 2023  
Board Meeting Date: June 8, 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	10873	Dell OptiPlex 990 Minitower	1,390.19	01/18/12	1
4	11735	Dell Optiplex 9020	998.01	03/03/15	1
5	11880	Dell Optiplex 9020	903.25	05/28/15	1
6	11740	Dell Optiplex 9030 AIO	1,254.24	03/03/15	1
7	10952	Dell OptiPlex 990 Small Form Factor	1,502.57	05/24/12	1
8	11328	Dell OptiPlex 9010n Mini Tower	970.11	06/05/13	1
9	10959	Dell OptiPlex 990 Small Form Factor	1,502.57	05/24/12	1
10	11506	Apple TV	198.00	11/04/14	1
11	11382	Dell OptiPlex 9010n Desktop	764.30	06/05/13	1
12	9588	Dell Computer	1,674.84	06/05/07	1
13	11954	HP EliteBook Folio 1040 G2 Notebook PC	1,951.65	11/20/15	1
14	10031	Dell Optiplex 755	1,708.40	10/23/08	1
15	11344	Dell OptiPlex 9010n Mini Tower	970.11	06/05/13	1
16	11738	Dell Optiplex 9030 AIO	1,254.24	03/03/15	1
17	10698	Dell OptiPlex 980 Mini Tower	1,160.96	07/12/11	1
18	10652	Dell Optiplex 980 Minitower	1,281.92	07/06/11	1
19	10343	Dell Optiplex 960	1,697.55	02/25/10	1
20	10287	Dell Optiplex 960	1,697.55	02/25/10	1
21	11633	Apple iPad with Retina Display wi-Fi- 16GB	399.00	11/04/14	1
22	13517	Microsoft Surface Laptop Go 12.4" Touchscreen Notebook	600.00	05/11/21	1
23	13513	Microsoft Surface Laptop Go 12.4" Touchscreen Notebook	600.00	05/11/21	1
24	13512	Microsoft Surface Laptop Go 12.4" Touchscreen Notebook	600.00	05/11/21	1
25	13505	Microsoft Surface Laptop Go 12.4" Touchscreen Notebook	600.00	05/11/21	1
26	13536	Microsoft Surface Laptop Go 12.4" Touchscreen Notebook	600.00	05/11/21	1
27	13518	Microsoft Surface Laptop Go 12.4" Touchscreen Notebook	600.00	05/11/21	1
28	13516	Microsoft Surface Laptop Go 12.4" Touchscreen Notebook	600.00	05/11/21	1
29	13520	Microsoft Surface Laptop Go 12.4" Touchscreen Notebook	600.00	05/11/21	1
30	13449	Microsoft Surface Laptop Go 12.4" Touchscreen Notebook	600.00	05/11/21	1
31	13521	Microsoft Surface Laptop Go 12.4" Touchscreen Notebook	600.00	05/11/21	1
32	13443	Microsoft Surface Laptop Go 12.4" Touchscreen Notebook	600.00	05/11/21	1
33	13533	Microsoft Surface Laptop Go 12.4" Touchscreen Notebook	600.00	05/11/21	1
34	13447	Microsoft Surface Laptop Go 12.4" Touchscreen Notebook	600.00	05/11/21	1
35	13538	Microsoft Surface Laptop Go 12.4" Touchscreen Notebook	600.00	05/11/21	1
36	13542	Microsoft Surface Laptop Go 12.4" Touchscreen Notebook	600.00	05/11/21	1
37	13445	Microsoft Surface Laptop Go 12.4" Touchscreen Notebook	600.00	05/11/21	1
38	13448	Microsoft Surface Laptop Go 12.4" Touchscreen Notebook	600.00	05/11/21	1
39	13446	Microsoft Surface Laptop Go 12.4" Touchscreen Notebook	600.00	05/11/21	1
40	13531	Microsoft Surface Laptop Go 12.4" Touchscreen Notebook	600.00	05/11/21	1
41	13514	Microsoft Surface Laptop Go 12.4" Touchscreen Notebook	600.00	05/11/21	1
42	13519	Microsoft Surface Laptop Go 12.4" Touchscreen Notebook	600.00	05/11/21	1
43	13534	Microsoft Surface Laptop Go 12.4" Touchscreen Notebook	600.00	05/11/21	1
44	13504	Microsoft Surface Laptop Go 12.4" Touchscreen Notebook	600.00	05/11/21	1
45					
46					
47		<b>TOTAL</b>	<b>37,079.46</b>		
48					
49					
50	1= OBSOLETE				
51	2=SALVAGE/USED FOR PARTS				
52	3=TOO COSTLY FOR REPAIRS				
53	4=SALVAGE NOT REPAIRABLE				
54	5=STOLEN (see attached report)				
55	6=TRADED (see attached form)				

**FLORIDA GATEWAY COLLEGE  
SURPLUS EQUIPMENT LIST  
June 2023  
Board Meeting Date: June 8, 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>
56		<b>7=TRANSFERRED TO ANOTHER AGENCY</b>			
57		<b>8= SURPLUS NOT COST EFFECTIVE TO MAINTAIN</b>			
58		<b>9= SURPLUS TO BE SOLD AND OR SOLD FOR PARTS</b>			
59		<b>10= NATIONAL RECALL</b>			
60		<b>11= OTHER</b>			
61					

**AGENDA ITEM: VI.D.**

**2022-2023 ANNUAL EQUITY REPORT**

The College requests approval of the 2022-2023 Annual Equity Report. Each year the College is required to submit a report documenting progress toward fulfilling goals of the Florida Education Equity Act.

Florida Gateway College

# College Annual Equity Update 2022-2023 Template for Submission

## Deadlines:

**Part II. College Employment Equity Accountability  
Plan – May 1, 2023**

**Entire College Annual Equity Update – July 3, 2023**

### Submission Information

Equity Officer: **Cassie Buckles**  
Email: **cassandra.buckles@fgc.edu**  
Phone: **386-754-4313**  
Date: **05/23/2022**

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### General Information and Applicable Laws for Reporting

The purpose of the College Annual Equity Update is to provide updates on efforts to comply with Florida Statutes related to nondiscrimination and equal access to postsecondary education and employment in Florida College System (FCS) institutions. The following Florida Statutes (F.S.) and implementing State Board of Education rules in the Florida Administrative Code (F.A.C.) have specific requirements for the annual update.

- Section 1000.05, F.S., the “Florida Educational Equity Act”
- Section 1012.86, F.S., Florida College System institution employment equity accountability program
- Section 1006.71, F.S., Gender equity in intercollegiate athletics
- Implementing Rule 6A-10.041, F.A.C., Substitution for Requirements for Eligible Students with Disabilities at Florida Colleges and Postsecondary Career Centers
- Implementing Rules 6A-19.001 – 6A-19.010, F.A.C., related to educational equity

The Division of Florida Colleges (DFC) continues to provide certified data in Excel format on the areas of measurement required by statute and rule. Additionally, tables have been created and embedded in the template for inputting data, setting goals, and reflecting on goal achievement. Please use the data supplied by the DFC to complete the tables.

Submission of the College Annual Equity Update is due to the Florida Department of Education, Division of Florida Colleges by **the deadlines**. The update should be submitted by email to [FCSInfo@fldoe.org](mailto:FCSInfo@fldoe.org). **Colleges must submit this template in Word format.** PDFs of the report template will not be accepted. Colleges may attach additional documents in PDF or Word format as appendices.

For the 2022-23 report, the factors DFC will review for completeness will be embedded after sections of the report and DFC will use these sections to notify colleges of any omitted required information. These will be marked “Completed by Division of Florida Colleges.” Example:

<i>Review of Part I: Course Substitutions (Completed by Division of Florida Colleges)</i>			
<b>Requirement</b>	<b>Response</b>	<b>Comments</b>	<b>Action</b>
Did the college submit the Course Substitution Report?	Select one.		

### Compliance with House Bill 7

During the 2022 legislative session, House Bill (HB) 7 amended multiple Florida Statutes related to non-discrimination in the Florida Civil Rights Act (FCRA) and Florida Education Code. At the time of the bill’s passage, the Florida Department of Education advised colleges to take the necessary action to ensure compliance. When completing the 2022-2023 College Annual Equity Update, colleges are expected to include all updates to board and administrative policies and procedures to conform with the provisions of HB 7.

## Part I. Policies and Procedures that Prohibit Discrimination

This section relates to processes used to ensure that certain policies and procedures are current, accurate, in compliance and available to all students, employees and applicants as required by statute.

A) Has the governing board updated the college's approved and adopted policy of nondiscrimination? **Make a selection:**  No If yes, provide the following applicable updates.

**Date of revision:** [Click here to enter text.](#)

**Description of the revision:** [Click here to enter text.](#)

**Web link(s) to document the revision:** [Click here to enter text.](#)

B) Has the college updated the procedures used to notify staff, students, applicants for employment and admission, collective bargaining units and the general public of this policy? **Make a selection:**  No If yes, provide updated information.

**Response:** [Click here to enter text.](#)

C) Has the college changed the person(s) designated to coordinate the college's compliance with section 1000.05, F.S.; Rule 6A-19.001-.010, F.A.C.; Title IX; Section 504; or Title II? **Make a selection:**  No If yes, provide the following applicable information for each updated contact.

**Name/title:** [Click here to enter text.](#)

**Phone number:** [Click here to enter text.](#)

**Address:** [Click here to enter text.](#)

**Email address:** [Click here to enter text.](#)

Is this contact's information available in the regular notice of nondiscrimination?

**Make a selection:** [Select one.](#)

D) Has the college updated the grievance or complaint procedures for use by the aggrieved person(s)? **Make a selection:**  No If yes, provide the following applicable updates.

**Date of revision:** [Click here to enter text.](#)

**Description of the revision:** [Click here to enter text.](#)

**Web link(s) to document the revision:** [Click here to enter text.](#)

E) Grievance procedures should address the following, at a minimum. Confirm if the college is meeting these requirements.

- 1) Notifications of these procedures are placed in prominent and common information sources. **Make a selection:**  Yes
- 2) Procedure(s) are designed to encourage prompt and equitable resolution of student, employee and applicant complaints, but do not prohibit individuals from seeking redress from other available sources. **Make a selection:**  Yes
- 3) Procedures prohibit retaliation against any person filing a complaint alleging discrimination or any person alleged to have committed discrimination. **Make a selection:**  Yes

If no, provide the college's plan for compliance.

**Response:** [Click here to enter text.](#)

F) Have there been any revisions to nondiscrimination policies or procedures pertaining to:

Title IX?	No
Title II?	No
Section 504?	No
Nondiscrimination policies or procedures pertaining to disability services, including Rule 6A-10.041, F.A.C., that addresses course substitution requirements?	No
Acquired Immune Deficiency Syndrome/Human Immunodeficiency Virus (AIDS/HIV) Infectious Disease?	No
Any additional policies or procedures pertaining to nondiscrimination practices?	No
Implementation of HB 7? (If not previously addressed)	No

If yes, address the following for any identified policies or procedures.

**Name of the policy and/or procedure(s):** [Click here to enter text.](#)

**Date of revision:** [Click here to enter text.](#)

**Description of the revision:** [Click here to enter text.](#)

**Web link(s) to document the revision:** [Click here to enter text.](#)

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***Review of Part I: Policies and Procedures that Prohibit Discrimination  
(Completed by Division of Florida Colleges)***

Requirement	Response	Comments	Action
Have there been any updates to the college's policy of nondiscrimination adopted by the governing board?	Select one.		
If yes, applicable updates provided?	Select one.		
Have there been any updates to person(s) designated to coordinate the college's compliance with section 1000.05, F.S.; Rules 6A-19.001-.010, F.A.C.; Title IX; Section 504; or Title II?	Select one.		
If yes, applicable updates provided?	Select one.		
Have there been any updates to the college's grievance or complaint procedures for use by students, applicants and employees who allege discrimination?	Select one.		
If yes, applicable updates provided?	Select one.		



Requirement	Response	Comments	Action
Grievance procedures should address the following at a minimum.	-	-	-
Notifications of these procedures are placed in prominent and common information sources.	Select one.		
Procedure(s) are designed to encourage prompt and equitable resolution of student, employee and applicant complaints, but do not prohibit individuals from seeking redress from other available sources.	Select one.		
Procedures prohibit retaliation against any person filing a complaint alleging discrimination or any person alleged to have committed discrimination.	Select one.		
If no, is a plan for compliance provided?	Select one.		

## 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

	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
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

	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
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:	-	-	-
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.*

	Job Classification	# of New Hires*	New Hires* Salary Range	# of Existing Employee(s) with Comparable Experience	Existing Employee* Salary Range
Row 1	Admin	0	N/A	4	120,000-251,000
Row 2	Professional	5	39,375-75,000	47	39,375-119,000
Row 3	Instruction 164	5	45,000-75,000	53	42,600-81,000
Row 4	Instruction 194	1	45,000	5	45,000-68,663.44
Row 5	Instruction 209	0	N/A	3	40,985-46,053.78
Row 6	Instruction 224	2	40,000-80,000	12	40,000-97,623.05
Row 7	Career Service 106	4	27,040	7	27,040-39,674.98
Row 8	Career Service 107	3	25,542-30,160	5	24,542-39,731.47
Row 9	Career Service 108	3	28,500	12	28,500-42,658.24
Row 10	Career Service 109	3	29,120-30,576	12	29,120-45,477.32
Row 11	Career Service 110	2	30,160	12	30,160-40,456.67
Row 12	Career Service 111	0	N/A	2	31,200-40,000
Row 13	Career Service 112	0	N/A	11	33,280-51,558.42
Row 14	Career Service 113	0	N/A	1	40,000
Row 15	Career Service 116	0	N/A	2	44,000-52,497.95

*\*IPEDS definition of New Hires: Includes full-time permanent new hires on the payroll of the institution 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)**

Requirement	Response	Comments	Action
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.		
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.		

**Part III. Strategies to Overcome Underrepresentation of Students**

**Student Enrollments**

Colleges will continue to examine data trends, using the ENROLLMENTS tab, in the representation of students by race, ethnicity, sex, students with limited English-language proficiency (LEP) skills and students with disabilities (DIS) (self-reported) for first-time-in-college (FTIC) and overall enrollment. Based on goals from previous equity reports, identify areas where goals (number of enrollments) set by the college last year were achieved and set goals for 2022-2023 reporting year.

Enrollments	FTIC				Total Enrollments			
	2021-22 Goals	2021-22 Actuals	2021-22 Goals Achieved (Yes/No)	2022-23 Goals	2021-22 Goals	2021-22 Actuals	2021-22 Goals Achieved (Yes/No)	2022-23 Goals
Black	23.10%	21.90%	No	≥21.9%	16.30%	16.80%	Yes	≥16.8%



Enrollments	FTIC				Total Enrollments			
	2021-22 Goals	2021-22 Actuals	2021-22 Goals Achieved (Yes/No)	2022-23 Goals	2021-22 Goals	2021-22 Actuals	2021-22 Goals Achieved (Yes/No)	2022-23 Goals
Hispanic	8.60%	8.30%	No	≥8.3%	6.90%	7.30%	Yes	≥7.3%
Other Minorities	4.30%	3.60%	No	≥3.6%	4.50%	3.50%	No	≥3.5%
White	≤64.0%	66.20%	No	≤66.2%	≤72.3%	72.50%	No	≤72.5%
Female	55.00%	61.60%	Yes	60.0% ±5%	60.00%	65.70%	Yes	60.0% ±5%
Male	35.00%	38.40%	Yes	40.0% ±5%	30.00%	34.30%	Yes	40.0% ±5%
LEP	N/A		N/A	N/A	N/A		N/A	N/A
DIS	2.50%	2.50%	Yes	2.5%	2.50%	2.70%	Yes	2.7%

Colleges should continue to assess, modify and/or develop new methods and strategies for accomplishing the established goals that have not been achieved based on goals set in the previous year.

The college is achieving all goals: **No** If no, provide:

An evaluation of each of the methods and strategies developed to increase student enrollments from underrepresented groups.

**Response:** FGC achieved 8 of the 14 enrollment goals in 2021-2022, which is an increase in goals met from the 2020-2021 year. The College met overall enrollment goals for black, hispanic, females, males and students with disabilities. FTIC enrollment goals for females, males and students with disabilities were also achieved. Both goals related to representation of other minorities and white students were not met, as overall enrollment and FTIC enrollment for other minorities decreased from 2021-2022, while representation of white students increased.

FGC met 70% of the goals for overall enrollment, indicating that strategies relating to access and recruitment of students are working for underrepresented students and minorities. It is also notable that this progress occurred during a time of enrollment decline following the Covid19 pandemic. The decrease of minority FTIC enrollment indicates strategies to recruit this population need improvement, such as a minority recruitment plan in the secondary schools and identifying additional populations of prospective FTIC minority students. While improvement is needed, FGC Recruitment, Dual Enrollment, Financial Aid and Multi-cultural staff each contribute to a strong presence in the local high schools that include multiple visits each month, presentations and workshops during the evening. There is also a strong communication plan with those students and parents.

FGC offers “Experience Days” to secondary students, wherein each public high school in the service area is offered, and provided with a dedicated day to send juniors and seniors to FGC to experience the campus, while engaging in simulated program experiences. This opportunity is

extended to all local schools in the service area, e.g., public, private, charter, homeschooled groups, etc. The College continues to send out a full saturation mailing each semester that goes to every household in the service area. These fliers/cards focus on financial aid, program information, or other important aspects of the college that enables student services departments to communicate with many potential students. Inclusion of underrepresented students on mailings, social media, website and billboard is a priority for the College.

One-stop enrollment days are offered five times a year, at which prospective students/community members are helped through the entire enrollment process in one location and on one day. The event is a drop-in event, and we send out invitations via mail, email and we advertise on Facebook, digital billboards in the community and on our website. These events allow the student and their family/friends to come to the college on one day, get admitted, get registered, apply for financial aid, and have a schedule of classes when they leave the event. This is well attended by first-time in college students who are less familiar with college and want one-on-one assistance.

Career Pathways and Dual Enrollment efforts have been utilized to help students progress academically, while offering well-defined pathways toward a college degree. Similar methods have been explored to expand availability of dual enrollment in workforce programs to those of the underserved and underprivileged communities. The Elementary Education Program collaborates with UF for the Minority Teacher Education Scholarship. The scholarship opportunity is used as a recruitment tool to attract minorities into the field of elementary education. Traditionally, minority teachers have been underrepresented in K-12 public schools. FGC partners with the Florida Fund for Minority Teachers to offer scholarships to teacher candidates who identify as a member of a minority group. FFMT was created to promote diversity in teaching and provide a pathway to minimize the financial impact of getting a bachelor's degree. The executive director provides scholarship information to students who self-identify as being a member of a minority group on their application and assists them with the application process. This financial support is vital for recruiting and retaining students. FGC includes an offering of general education courses focused on diversity within the curriculum: African-American History, African-American Humanities, and Introduction to African-American Literature. The three courses were offered on a fall, spring, summer cycle. A total of 28 students were enrolled during 2022-2023.

FGC also participates in the Florida Tour's annual "College Night" event, which is a major one-night event, held at each participating college in Florida. Colleges across the state and southeastern United States are represented at this event. College Night is promoted extensively and to the entire service area. During this event, program information is disseminated to guests by program representatives. Disseminated information is complemented by dynamic and interactive displays of CTE programs. Off-site "College Night" activities are conducted each spring at community centers. The community, inclusive of secondary students, special populations, and subgroups, are invited and strongly encouraged to attend. Site locations which are convenient to underserved and underrepresented populations are strategically and purposefully sought. FGC offers individual campus tours daily, which are highlighted on social media and the college website. Requests for tours can be made online, and include secondary students interested in CTE programs. CTE tours include the related CTE classrooms and labs, and meeting with the instructor when possible.

The Multicultural Affairs Office and Student Activities offers programs and services that address the needs of students from diverse background and promotes a diverse student body, such as: Hispanic Heritage Proclamation and Breakfast, Native American Program, Juneteenth Celebration, Take Stock in Children Sign-up Day, Black History Month Program, and movie nights in parks convenient to underserved community members. In addition to serving students on campus, the Director of Multicultural Affairs and Special Projects offers office hours to the public at Richardson Community Center from 2:30pm-4:30pm, Monday through Thursday. During these office hours, an after-school tutoring program is offered to elementary school students who are tutored by FGC students from our Cultures in Action Club, Education Club, Math Club and various other clubs.

New methods and strategies, if applicable.

**Response:** The College worked with Columbia County School District to develop a pilot career dual enrollment articulation for high school seniors who have completed nursing assistant courses at the secondary level to articulate that coursework to FGC's Phlebotomy program and complete the remaining course as an FGC dual enrollment student.

Several new articulation agreements were signed with neighboring Santa Fe College (SF) to provide pathways for FGC students to earn an associate's degree in Biotechnology or a baccalaureate degree in Industrial Biotechnology with SF. In turn, SF students have the opportunity to earn an associate's degree in Environmental Science or baccalaureate degrees in Elementary Education or Water Resources Management with FGC.

In addition to the expansion of afternoon and evening courses, the college offers synchronous online courses in a variety of departments including mathematics, education, and health sciences. This format allows students to attend class "live" from their home or another convenient location. The academic benefits of this modality include enhanced engagement and higher success rates, while still providing the practical benefit of reducing time spent traveling to campus.

The College has also expanded the use of late start and minimester terms. Currently, students may select from 16-week (full term), 12-week, 10-week, 8-week, 6-week, and 5-week options. Since most of these choices have later start dates, the college is providing additional entry points into programs. In turn, this help students who do not wish to wait until the next semester to begin their coursework.

Seniors at each high school in the service region have access to apply for significant FGC scholarships, including a Board of Trustee (BOT) scholarship that amounts to two years of tuition. There are typically 60 BOT scholarships awarded each year. In an effort to encourage the enrollment of all applicants and to award their achievements, the College has developed a presidential scholarship to award those students not selcted for BOT with \$1500 in the first year. The College has offered the Open Door Grant. The grant, up to a \$3000 award, helps students seeking short-term programs that lead to credentialling in high demand CTE fields, including: Certified Nursing Assistant, Commercial Heating and Air Conditioning Technology, Commerical Vehicle Driving, Corrections, Emergency Medical Technician, Firefighter, Law Enforcement, Practical Nursing, Network Infrastructure, and Welding.

FGC offers a Fun in the Park event each fall in a central, convenient location for the community. This

event involves faculty and staff showcasing academic programs, and services to the community in a fun and engaging and engaging way.

### **Student Completions**

This year's report evaluates completions of Associate in Arts (A.A.) degrees, Associate in Science/Associate in Applied Science (A.S./A.A.S.) degrees, certificates and baccalaureate degrees, as documented in the COMPLETIONS tab. Based on goals from previous equity reports, identify areas where goals (number of degree/certificate completions) set by the college last year were achieved and set goals for 2021-22. Certificates include: College Credit Certificates (CCC); Career Certificates (CC); Applied Technology Diplomas (ATD); Education Preparation Institution Certificates (EPI); Certificates of Professional Preparation (CPP); Apprenticeship Programs (APPR); and Advanced Technical Certificates (ATC).

<b>A.A. Degrees</b>	<b>2021-22 Goals</b>	<b>2021-22 Actuals</b>	<b>2021-22 Goals Achieved (Yes/No)</b>	<b>2022-23 Goals</b>
Black	14.00%	11.40%	No	≥11.4%
Hispanic	7.00%	5.20%	No	≥5.2%
Other Minorities	4.50%	3.90%	No	≥3.9%
White	≤74.5%	79.50%	No	≤79.5%
Female	60.00%	71.70%	Yes	65.0% ±5%
Male	30.00%	28.30%	No	35.0% ±5%
LEP	N/A	0.00%	N/A	-
DIS	3.00%	2.60%	No	2.5%
<b>A.S./A.A.S. Degrees</b>	<b>2021-22 Goals</b>	<b>2021-22 Actuals</b>	<b>2021-22 Goals Achieved (Yes/No)</b>	<b>2022-23 Goals</b>
Black	14.00%	16.40%	Yes	≥16.0%
Hispanic	7.50%	6.90%	No	≥7.0%
Other Minorities	4.00%	2.50%	No	≥2.5%
White	≤74.5%	74.20%	Yes	≤74.5%
Female	60.00%	60.40%	Yes	65.0% ±5%
Male	30.00%	39.60%	Yes	35.0% ±5%
LEP	N/A	0.00%	N/A	-
DIS	7.00%	5.00%	No	5.0%
<b>Certificates</b>	<b>2021-22 Goals</b>	<b>2021-22 Actuals</b>	<b>2021-22 Goals Achieved (Yes/No)</b>	<b>2022-23 Goals</b>
Black	20.00%	21.60%	Yes	≥20.0%
Hispanic	8.00%	7.20%	No	≥7.0%
Other Minorities	4.00%	1.90%	No	≥3.0%
White	≤68.0%	69.30%	No	≤70.0%
Female	55.00%	58.20%	Yes	60.0% ±5%
Male	35.00%	41.80%	Yes	40.0% ±5%
LEP	N/A	0.00%	N/A	-
DIS	3.00%	2.50%	No	2.5%
<b>Baccalaureate Degrees</b>	<b>2021-22 Goals</b>	<b>2021-22 Actuals</b>	<b>2021-22 Goals Achieved (Yes/No)</b>	<b>2022-23 Goals</b>
Black	12.0%	19.40%	Yes	≥18.0%
Hispanic	7.00%	9.70%	Yes	≥10.0%
Other Minorities	1.50%	1.60%	Yes	≥2.0%
White	≤79.5%	69.40%	Yes	≤70.0%
Female	70.00%	61.30%	No	65.0% ±5%
Male	20.00%	38.70%	Yes	35.0% ±5%
LEP	N/A	0.00%	N/A	-
DIS	1.60%	3.20%	Yes	3.0%

Colleges should continue to assess, modify and/or develop new methods and strategies for accomplishing the established goals that have not been achieved based on goals set in the previous year.

The college is achieving all goals: **No** If no, provide:

An evaluation of each of the methods and strategies developed to increase student completions from underrepresented groups.

**Response:** Goals were not met for completions of the A.A. degree, however, goals were met for Black students for A.S./A.A.S., Certificates, and Baccalaureate degrees. In fact, the goal for Baccalaureate degrees was exceeded by 7%. All goals for completion rates of Baccalaureate degrees were met for the 2021-22 academic year.

Male A.A. completers increased from 25.8% to 28.3%, moving closer to the minimum goal of 30%. Black A.A. completers fell from 14.8% to 11.4%, which did not meet the 2021-2022 goal, but did satisfy the 2020-2021 goal. With the exception of White and DIS completers, A.A. completion rates fell in the other student groups. The College may be experiencing residual effects of the COVID pandemic and underprepared students entering the A.A. program.

With the goal of enhancing student success and program completion, FGC has invested in its faculty to become more cognizant of teaching methods and strategies to better engage students through a partnership with the Association of College and University Educators (ACUE). Two of the four ACUE courses offered as part of the series to earn the Effective College Instruction credential are *Creating an Inclusive and Supportive (Online) Learning Environment* and *Designing Learner-Centered and Equitable Courses*. These courses are divided into individual modules, each that cover a specific topic and include best-practice teaching strategies faculty are encouraged to implement in their courses. Some of the module titles found in these two courses include “Ensuring Equitable Access to Learning,” “Helping Students Persist,” “Embracing Diversity in Your Classroom,” “Checking for Student Understanding,” and “Developing Equitable Grading Practices.” Through the Spring 2023 semester, 60 full-time faculty have earned their micro-credential badge in *Creating an Inclusive and Supportive (Online) Learning Environment*, and 27 have completed the *Designing Learner-Centered and Equitable Courses* micro-credential course.

All full-time faculty were given a new laptop to help to use off campus for virtual instruction, office hours, and support of students.

Workforce and Public Service programs have worked with e-Learning staff, student services and other college departments to bring useful resources into the classroom. This has included bringing test-taking strategies, tutoring options and financial aid resources into the classroom ensuring students are aware of resources which would potentially mitigate challenges faced while taking different courses. Additionally, various strategies have been implemented to include exposure to certification testing, investing in building simulated work environments allowing for hands-on experiences, and the inclusion of virtual reality options. This allows for the provision of numerous educational approaches, helping to serve students with different learning preferences. This also allows students to experience a trade, skill or activity through virtual

means, using repetition to develop their skills prior to then doing so in the lab.

The college heavily relies on our industry supported advisory councils. These partnerships help to bring the industry into our classrooms, where students have the opportunity to engage with individuals within their field of study.

The teacher preparation department employed multiple strategies to support underrepresented groups to increase completions. The support begins with the advisor who listens to the students' needs and helps them devise an academic plan for completion. The completion plan is entered in Navigate. Every semester, the advisor contacts the students and confirms that the plan is current or adjusts the plan as needed. The advisor along with the course instructors identifies students who are not making adequate progress and creates a success plan that identifies interventions to facilitate successful completion of courses and ultimately the program. Anecdotally, these steps had a positive effect on student completions.

Activities that celebrate Black History Month and Hispanic Heritage Month creates a more welcoming environment for minority students at the College. During these events the College advertises support programs including TRIO and the Student Success Center.

New methods and strategies, if applicable.

**Response:** Internally, FGC is implementing several processes to better serve students. Within the Canvas learning management system, faculty are acclimating themselves to an online course shell that is ADA-compliant. The main pages in the course all have level headings, alternate text for images, and appropriate color-contrast ratio to accommodate students who may have vision problems. Within the Canvas Studio media communication tool, faculty can upload videos and create auto-captions with 85% accuracy per Canvas documentation. They have the option to edit the generated caption file to create perfect captions if needed. FGC has started implementing a syllabus template that is clear of accessibility issues per Microsoft Accessibility Checker. It contains all level headings, no extra spaces, and appropriate color-contrast ratio. At this current stage, the template is used for all core general education courses. Within the "Tutoring" link available in each course, students have access to 24/7 online tutoring or to FGC's Student Success Center. There is also a "Student Support" hyperlink in each course that provides students technical support, directions for accessibility support, academic support, and student support resources, meeting the best-practice course design standards found in Quality Matters General Standard 7.

The Instructional Council, with input from other stakeholders, developed a set of standards for all FGC online courses. From the standards, a rubric was developed to help guide faculty to meet benchmarks. All faculty teaching online courses must have at least one course up to standards by Fall 2023 with the remaining courses to follow in Spring 2024.

Identifying that passing the state teacher exams can be an obstacle preventing students from completing the program, additional test practice, tutoring through the Student Success Center and accountability have been included in teacher internship courses. For support when off campus, an account in an online program that offers test practice, tutoring, and instruction is given to students.

The new edition of the textbook for the freshman composition courses (ENC 1101 and ENC 1102), which will begin use in Fall 2023, has an expanded emphasis on writing and representation of diverse voices and perspectives, with several sample student essays included throughout the text.

Public Speaking classes participate in service learning projects such as helping with the campus's Food Pantry and Clothes Closet. They also are required to give presentations raising awareness of the various student services and resources available on campus, such as TRiO and the Student Success Center.

Faculty are encouraged to schedule up to 3 virtual office hours from off campus to interact with students in the evening or at other times where they would not be on campus.

PTA students are required to complete remediation prior to sitting for exams if they score below a 75% on quizzes. If they score below 80% on an exam, they must meet with faculty members and the remediation coordinator to develop a success plan. Beginning with the 2023-2024 cohort, PTA applicants will complete an entrance exam pertaining to prerequisite coursework to determine their readiness and retention of information. A study and tutoring schedule will be developed for any student scoring below a 75%.

During the first term of the nursing program, students are required to complete the beginning of Nurse Logic, which is a media-rich, client care-focused curriculum supplemental product from ATI that offers beginning students useful learning strategies and study tips, introduces NCLEX-style testing, the nursing process, QSEN Competencies and details priority setting frameworks that can be used for both testing and clinical practice. Halfway through the program, students complete the advanced Nurse Logic curriculum that reinforces how to make clinical judgments based on nursing knowledge and priority-setting frameworks, deconstructs test items, and helps prepare for the NCLEX exam. Students continue to take national standardized testing each semester throughout the program. During the last semester, students begin VATI, which provides individualized nursing content modules and virtual coaches as students' progress through a 12-week NCLEX-RN review. Also, mandatory remediation and tutoring is used as a proactive tool to help students fill in any knowledge gaps they may have after the first unsuccessful exam. Students receive assigned individualized tasks to complete. These tasks are designed to help strengthen the student's identified weak areas. During the remediation session, the student and coordinator review and discuss the content/exam at hand, different test-taking skills, study habits, and time management strategies. The goals of these measures are to meet the learning outcomes, improve grades, and ultimately improve success in the nursing program.

### **Student Success in Targeted Programs**

The college's plan for 2021-22 should have included methods and strategies to increase the participation of students in programs and courses in which students have been traditionally underrepresented, including, but not limited to, mathematics, science, computer technology, electronics, communications technology, engineering and career education, as required under section 1000.05(5), F.S. Colleges should provide any updates to methods and strategies, if applicable.



The college is providing updates: **Yes** If no, provide:

An evaluation of each of the methods and strategies developed to increase underrepresented student participation in programs and courses.

**Response:** [Click here to enter text.](#)

New methods and strategies, if applicable.

**Response:** The college's new STEM building opened during the summer of 2022 with classes beginning in fall 2022. The laboratory and classroom spaces are a significant upgrade from the temporary facilities used during the building's construction. Additionally, study and collaborative spaces were integrated into the design of the building to encourage students to remain in the building in between classes. It is hoped that the study spaces in close proximity to instructor offices, classrooms, and lab space will encourage students to participate in STEM related extracurricular opportunities as well as explore STEM classes and majors.

Mathematics and science courses are offered at a variety of day, night, online, hybrid, and synchronous modalities to better serve the student population.

The College purchased a computer cart with 24 laptops for one of the STEM building classrooms. This allows more flexibility with instruction and to use computer aided instruction when appropriate to assist a variety of learning styles.

The math department held volunteer hours for math tutoring during the extended hours of the Late Night at the Library event during final exams week last year. This gave the opportunity to those students who work during the day to get the help they needed to prepare for their math final exams.

Faculty, staff, and students from the various health sciences programs regularly participate in recruiting events that are designed to garner interest from traditionally underrepresented populations in middle and high schools as well as community events.

Workforce, Public Service and Technology programs have worked to promote the potential and successes of non-traditional students within a variety of programs. This includes enhanced communication and recruitment efforts via marketing and outreach strategies aimed at promoting a diverse college culture, while working to highlight the opportunities available for all non-traditional students. In addition, we have included current students in recruiting efforts, providing potential future students with a different perspective.

FGC hosted experience days and the workforce programs participated in college events in underserved communities. This includes programs hosting experience booths, working with community members, and promoting their programs along with the careers they can result in. These efforts are aimed at bringing the opportunity and information to the student. Also, programs have sought out ways to provide community service learning possibilities to students, such as cosmetology holding salon days for the community to receive services from students or HVAC student assisting with home services in the field. These efforts take the programs into the

community, providing services but also promoting possibilities to future students. We have also invested in technology and equipment which allows for the accommodation of a multitude of learning preferences. Programs integrate current industry equipment, training simulators, traditional educational resources, and virtual reality to ensure students access to a variety of tools.

**Review of Part III: Strategies to Overcome Underrepresentation of Students  
(Completed by Division of Florida Colleges)**

<b>Requirement</b>	<b>Response</b>	<b>Comments</b>	<b>Action</b>
Is the college achieving all its goals in terms of student enrollments by race, sex, students with disabilities and students with limited English proficiencies?	Select one.		
If no, evaluation of current methods and strategies and new methods and strategies provided?	Select one.		
Is the college achieving all its goals in terms of student completions by race, sex, students with disabilities and students with limited English proficiencies?	Select one.		
If no, evaluation of current methods and strategies and new methods and strategies provided?	Select one.		
The report should include an analysis of student participation in traditionally underrepresented programs and courses, including, but not limited to, mathematics, science, computer technology, electronics, communications technology, engineering and career education. Did the college provide updates for its goal in terms of student completions across the aforementioned categories?	Select one.		
If no, evaluation of current methods and strategies and new methods and strategies provided?	Select one.		

**Part IV. Substitution Waivers for Admissions and  
Course Substitutions for Eligible Students with Disabilities**

**Course Substitution Report, Form CSR01**

Please list the number of students who received course substitutions as well as the required course(s), substitution(s) provided and discipline area (e.g., mathematics) by disability type beginning with the fall semester of the preceding academic year. For the courses, please include the prefix, course number and course name (e.g., ENC 1101 Composition I). Add rows if necessary. Please indicate "0" for the number of students if no substitutions were granted.

Disability Type	Number of Students	Required Course(s) (prefix, number and title)	Substituted Course(s) (prefix, number and title)	Discipline Area
Deaf/Hard of Hearing				
Visual Impairment				
Specific Learning Disability				
Orthopedic Impairment				
Speech/Language Impairment				
Emotional or Behavioral Disability				
Autism Spectrum Disorder				

Disability Type	Number of Students	Required Course(s) (prefix, number and title)	Substituted Course(s) (prefix, number and title)	Discipline Area
Traumatic Brain Injury				
Other Health Impairment				

How many requests for course substitutions were made and how many substitutions were granted during the preceding academic year? (Please list the number of requests per semester starting with the fall semester.) Please indicate "0" if no substitutions were requested or granted.

Semester	Number of Substitutions Requested	Number of Substitutions Granted
Fall 2021	0	0
Spring 2022	0	0
Summer 2022	0	0
Total	0	0

**Review of Part IV: Course Substitutions  
(Completed by Division of Florida Colleges)**

Requirement	Response	Comments	Action
Did the college submit the Course Substitution Report?	Select one.		

**Part V. Gender Equity in Athletics**

The college offers athletic programs: **Select one.** If no, move to the next section. If yes, complete this section.

**Assessment of Athletic Programs**

Section 1006.71, F.S., Gender equity in intercollegiate athletics, is applicable to postsecondary institutions offering athletic programs. Florida College System institutions that offer athletic programs shall develop a gender equity plan pursuant to section 1000.05, F.S. The plan is to include consideration

of equity in sports offerings, participation, availability of facilities, scholarship offerings and funds allocated for administration, recruitment, comparable coaching, publicity and promotion and other support costs. An annual assessment is required and each college president is to be evaluated on the extent to which gender equity goals have been accomplished.

For this part, provide the college's latest Equity in Athletics Disclosure Act (EADA) Survey Federal Report as an appendix.

**Data Assessment**

Section 1006.71, F.S., requires an assessment of major areas to evaluate the college's progress toward gender equity in athletics.

Provide updates or new information related to sports offerings; participation; availability of facilities; scholarship offerings; funds allocated for administration, recruitment, comparable coaching, publicity and promotions; or other considerations by the college to continue efforts to achieve gender equity. If the college is not in compliance with Title IX, updates must be included in the college’s Corrective Action Plan of this report.

**Compliance with Title IX**

Using athletic participation data from the latest EADA Survey Federal Report, complete the following table to determine gender equity based on participation rates.

**Athletic Participation by Gender Compared to Student Enrollments by Gender for July 1, 2020, through June 30, 2021, and July 1, 2021, through June 30, 2022**

	2020-21			2021-22			
	Males	Females	Total	Males	Females	Total	
Total Number of Athletes	12	18	30	Total Number of Athletes	12	18	30
Percent of Athletes by Gender	40%	60%	100%	Percent of Athletes by Gender	40%	60%	100%
Total Number of Enrollments	306	594	900	Total Number of Enrollments	294	543	837
Percent of Enrollments by Gender	34%	66%	100%	Percent of Enrollments by Gender	35%	65%	100%
Percentage difference between athletes and students enrolled	+6	-6	0	Percentage difference between athletes and students enrolled	+5	-5	0

**Proportionality of Participation**

Based on the table, is the percentage of female athletes greater than (or at least within 5 percentage points of) the percent of female students enrolled? **2020-21: No 2021-22: Yes**

Based on the participation rates of female athletes compared to female enrollments and based on the college’s athletic program assessment as presented in the EADA Survey Federal Report, check at least one component below for assuring the institution is in compliance with Title IX, Gender Equity in Athletics.

- Accommodation of interests and abilities
- Substantial proportionality
- History and practice of expansion of sports

**Corrective Action Plan**

If the program is not in compliance, complete the Corrective Action Plan below and specify or update the plan to achieve compliance. Include completion dates for each method and strategy.

Gender Equity in Athletics Component	Planned Actions to Address Deficiencies Found in Athletics	Responsible Person(s) and Contact Information	Timelines
<p><b>Substantial Proportionality</b></p>	<p>Although we achieved substantial proportionality this year and were in compliance, we will be implementing the following action plan to further increase the number of female athletes in our athletics department.</p> <p><b>Women’s Softball</b> – Our softball program will begin competition in 2023-2024. We anticipate having a roster of 18-22 female athletes.</p> <p><b>Women’s Flag Football</b> – Our flag football program just completed its first year of competition and had a very successful season. We anticipate the roster increasing from 12 female athletes to 18 female athletes.</p>	<p><b>Chris Hackett, Athletic Director</b> <a href="mailto:christopher.hackett@fgc.edu">christopher.hackett@fgc.edu</a> <b>(386) 754-4271</b></p>	<p><b>Women’s Softball Beginning Competition – Fall 2023</b></p> <p><b>Women’s Flag Football Increasing Roster – Fall 2023</b></p>

**Review of Part V: Gender Equity in Athletics  
(Completed by Division of Florida Colleges)**

Requirement	Response	Comments	Action
Does the report include the Equity in Athletic Disclosure Act (EADA) Survey Federal Report for 2022?	Select one.		
Does the equity report reflect updates or new information related to: sports offerings; participation, availability of facilities; scholarship offerings; funds allocated for administration, recruitment, comparable coaching, publicity and promotions, or other considerations by the college to continue efforts to achieve gender equity?	Select one.		
Is the percentage of female athletes greater than (or at least within five percentage points of) the percent of female students enrolled?	Select one.		

Requirement	Response	Comments	Action
Does the report include any of the following to ensure compliance with Title IX?	Select one.		
Accommodation of interests and abilities	Select one.		
Substantial proportionality	Select one.		
History and practice of expansion of sports	Select one.		
If there were any disparities in sections A or B, or if the percentage of female participants was not substantially proportionate to the percentage of female enrollments, did the college submit a corrective action plan?	Select one.		



Part VI. Signature Page

FLORIDA EDUCATIONAL EQUITY ACT  
2022-23 ANNUAL EQUITY UPDATE REPORT  
*Signature Page*

Florida Gateway College

The college ensures that section 1000.05, F.S., section 1006.71, F.S., and section 1012.86, F.S., and implementing Rules 6A-6A-10.041 and 6A-19.001-.010, F.A.C., referenced in this report, are properly implemented and that this institution prohibits discrimination against students, applicants for admission, employees or applicants for employment on the basis of race, color, ethnicity, national origin, sex, pregnancy, disability, age, or marital status.

The college has developed policies and procedures for providing reasonable substitutions for admission, graduation, study program admission, and upper-division entry for eligible students with disabilities as required by section 1007.264 and section 1007.265, F.S., and for implementing Section 504 of the Rehabilitation Act of 1973.

The institution is in compliance with the identified components of the athletic programs, as required by Title IX, the Florida Educational Equity Act, section 1006.71, F.S., Gender equity in intercollegiate athletics, and, where not compliant, the college has implemented a corrective action plan. (Applicable for institutions with athletic programs.)

The college actively implements and monitors the Employment Equity Accountability Plan and certifies compliance with all statutory requirements of section 1012.86, F.S.

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EQUITY OFFICER

DATE

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COLLEGE PRESIDENT

DATE

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CHAIR OF DISTRICT BOARD OF TRUSTEES

DATE

**This concludes the 2022-23 Annual Equity Update Report, which must be submitted, as a Word document, to [FCSInfo@fldoe.org](mailto:FCSInfo@fldoe.org) by **May 1, 2023**. Colleges may attach additional files (PDF or Word) as appendices.**

**AGENDA ITEM: VI.E.**

**Approval of Policy Revision**

The College requests approval of a revision to the Employee/Retiree Fee Scholarships Policy (6Hx12:6-04). The revised policy is removing the word “scholarships” to be replaced with the word “waivers” for better clarification of the benefit.

FLORIDA GATEWAY COLLEGE

POLICY

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TITLE: Employee/Retiree Fee ~~Scholarships—Waivers~~  
6Hx12:6-04

NUMBER:

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AUTHORITY: District Board of Trustees

PAGE: 1

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RESPONSIBILITY: Executive Director of Human Resources

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OTHER: State Board of Education Rule  
6A-14.054

DATE: See History Below

Florida Statutes: 1001.02; 1001.03; 1004.93; 1009.26; 1009.28; 1009.285

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It is the policy of the District Board of Trustees that retired employees and adjunct faculty (in the semester in which they are teaching a class(es) for the College) may have a ~~scholarship fees waived~~ for matriculation and all associated fees, with the exception of any lab fees, for three (3) credit hours per semester. ~~Scholarships—Fee waivers~~ are applicable to credit classes only. ~~Scholarships—Fee waivers~~ are not applicable to audited classes.

Full-time employees of the College who have been employed for at least twelve months may have a ~~fees waived scholarship~~ for matriculation, and all associated fees, with the exception of any lab fees, for fifteen (15) credit hours per academic year. Scholarships are applicable to credit classes only. ~~Fee waivers Scholarships~~ are not applicable to audited classes.

Permanent part-time employees of the College who have been employed for at least twelve months may have a ~~scholarship fees waived~~ for matriculation, and all associated fees, with the exception of any lab fees, for six (6) credit hours per academic year. ~~Scholarships—Fee waivers~~ are applicable to credit classes only. ~~Scholarships—Fee waivers~~ are not applicable to audited classes.

Dependents of full-time Florida Gateway College employees who have been employed for at least twelve months may receive a ~~scholarship fees waived~~ for matriculation and all fees, with the exception of any lab fees, for twenty-four (24) credit or equivalent hours per academic year. ~~Scholarships—Fee waivers~~ are applicable to credit classes only. ~~Scholarships—Fee waivers~~ are not applicable to audited classes.

All employee/retiree fee ~~scholarships-waivers~~ are subject to the requirements of sections 1004.93, 1008.30, 1009.22, 1009.23, 1009.26, 1009.27, 1009.28 and 1009.285 of the Florida Statutes and will not be approved for the increased fees levied by these provisions.

History: Adopted: 1/14/86; Effective: 1/14/86; Revised: 7/14/87, 04/9/91, 5/11/99, 05/12/09; 06/17/12; 08/12/14; 02/09/23\_6/8/2023

FLORIDA GATEWAY COLLEGE

PROCEDURE

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TITLE: Employee/Retiree Fee Waivers

PAGE: 1 of 2

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AUTHORITY: District Board of Trustees

DATE: See History Below

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RESPONSIBILITY: Executive Director of Human Resources

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NUMBER OF BOARD RELATED POLICY: 6Hx12:6-04

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In compliance with Board Policy 6-04, the following procedures will be used to request fee waivers.

1. Full-time and permanent part-time employees will not be allowed to take a course during their working hours if the course is offered outside of normal work hours. If the course is required by their supervisors and directly related to their assignments, the course may be taken during their working hours. If the employee is required to take such courses, these required courses shall not constitute the hours available for the employee scholarship.
2. To Qualify for Dependent Fee Waivers:
  - A. The employee must be a full-time employee. The employee must be the spouse or parent or legal guardian of the student.
  - B. A dependent must meet the IRS test for dependency.
3. Fee waivers are limited to: Matriculation and all associated fees, with the exception of lab fees. Fee waivers are applicable to credit classes only. Fee waivers are also limited to a maximum of 72 credit hours per student.
4. Prior to each semester in which a Fee waiver is requested, the employee or retiree requesting the Fee waiver must complete the Fee Waiver Application form, available from the Intranet or Human Resources Office. Scholarship recipients will be required to make a "C" grade or better. A Fee waiver recipient receiving a final course grade below "C" or changing to audit will be required to repay the College the full fee amount for that course. The Fee waiver recipient must repay the College before they can enroll in subsequent coursework.

No Fee waiver will be awarded for repeat classes. If proof of satisfactory completion of prior classes is not available at the time of submission, it must be submitted prior to the end of add/drop (or sign a release form for the Business Office to certify grade, or the scholarship will be cancelled.) Grades will be verified each semester by the Business Office

5. All employee/retiree fee waivers are subject to the requirement of Sections 1004.93, 1008.30, 1009.22, 1009.23, 1009.26, 1009.27, 1009.28, and 1009.285 of the Florida Statutes and will not be approved for the increased fees levied by these provisions.
6. These fee waivers are funded through Auxiliary fund profits; therefore, they will be limited to funds available.

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History: Adopted: 11/04/97

Revised: 5/11/99, 05/04/09; 06/17/12;1/30/23; 5/31/2023

**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**

**Student Activities Budget Summary 2023-2024**

The College requests approval of the Student Activities Budget Summary for Fiscal Year 2023-2024. These funds must be spent for the benefit of the student body. The student activity fees will fund, but are not limited to events/activities on campus, student travel, and recognized student clubs.

## Student Activities Budget Summary 2023-2024

SALARIES	Index #	Budget		Projected Expenses		Difference	
		2022-2023	2023-2024	2022-2023	2023-2024	2022-2023	2023-2024
Salary - Director	250000	\$84,298.08	\$88,650.69	\$84,298.08	\$88,650.69	\$0.00	\$4,352.61
Salary -Wellness	250000	\$33,450.00	\$40,005.62	\$33,450.00	\$40,005.62	\$0.00	\$6,555.62
Salary -Fishing Coach	250000	\$7,500.00	\$7,500.00	\$0.00	\$7,500.00	\$7,500.00	\$0.00
Salary - Student Assistants	250300	\$29,000.00	\$32,000.00	\$20,000.00	\$32,000.00	\$9,000.00	\$3,000.00
<b>SALARY SUBTOTALS</b>		<b>\$154,248.08</b>	<b>\$168,156.31</b>	<b>\$137,748.08</b>	<b>\$168,156.31</b>	<b>\$16,500.00</b>	<b>\$13,908.23</b>

ACTIVITIES	Index #	Budget		Projected Expenses		Difference	
		2022-2023	2023-2024	2022-2023	2023-2024	2022-2023	2023-2024
Club Activities and Travel	250100	\$10,000.00	\$10,000.00	\$7,013.12	\$10,000.00	\$2,986.88	\$0.00
Student Activities	250000	\$55,740.93	\$70,351.00	\$80,000.00	\$70,351.00	-\$24,259.07	\$14,610.07
Student Government	250200	\$16,156.00	\$11,653.00	\$7,190.50	\$11,653.00	\$8,965.50	-\$4,503.00
<b>ACTIVITIES SUBTOTALS</b>		<b>\$81,896.93</b>	<b>\$92,004.00</b>	<b>\$94,203.62</b>	<b>\$92,004.00</b>	<b>-\$12,306.69</b>	<b>\$10,107.07</b>

BUILDING RENOVATIONS	Index #	Budget		Projected Expenses		Difference	
		2022-2023	2023-2024	2022-2023	2023-2024	2022-2023	2023-2024
Renovations and Furnishings	250270	\$60,000.00	\$20,000.00	\$42,238.91	\$20,000.00	\$17,761.09	-\$40,000.00

TOTALS	Budget		Projected Expenses		Difference	
	2022-2023	2023-2024	2022-2023	2023-2024	2022-2023	2023-2024
Salaries	\$154,248.08	\$168,156.31	\$137,748.08	\$168,156.31	\$16,500.00	\$13,908.23
Activities	\$81,896.93	\$92,004.00	\$94,203.62	\$92,004.00	-\$12,306.69	\$10,107.07
Renovations and Furnishings	\$60,000.00	\$20,000.00	\$42,238.91	\$20,000.00	\$17,761.09	-\$40,000.00
<b>TOTALS</b>	<b>\$296,145.01</b>	<b>\$280,160.31</b>	<b>\$274,190.61</b>	<b>\$280,160.31</b>	<b>\$21,954.40</b>	<b>-\$15,984.70</b>

Jarvis Liles  
President, Student Government Association

05/18/2023  
Date

Angie Wells  
Chairperson, Activities Budget Committee

5/18/2023  
Date

Carol Jordan  
Associate Dean, Student Affairs

5/18/2023  
Date

[Signature]  
Vice President, Enrollment Management & Student Affairs

5/18/2023  
Date

Michelle Holloway  
Vice President, Business Services

5/18/2023  
Date

[Signature]  
President, Florida Gateway College

5/25/23  
Date

**Florida Gateway College  
2023-2024 Scholarship Plan**

The College requests Board approval of the *2023-2024 Scholarship Plan*. The plan details are found in the table below.

**Estimated Revenue**

Index	Fund Code	GL Code	
540000	54000	40800 & 40844	Financial Aid Fees \$ 250,000.00
	54050	31100	PSAV Financial Aid Fees (Carry-forward) 30,000.00
	54000	31100	Financial Aid Fees (Carry-forward) -
540050	54050	40800	Financial Aid Fees PSAV <u>56,000.00</u>

**Grand Total.....** **\$ 336,000.00**

**Financial Need**

540050	54050	68001	PSAV Scholarships 66,000.00
540065	54006	68001	Financial Aid Scholarships -

**Service and Performance**

510505	51055	68001	Board of Trustees Scholarship 214,000.00
540160	54016	68001	Athletics 35,000.00
540650	54065	68001	Science Fair Scholarships <u>1,000.00</u>

**Grand Total.....** **\$ 316,000.00**

Proposed Carry Forward **\$ 20,000.00**

**AGENDA ITEM: X.D.**

**Student Fee Schedule  
Fiscal Year 2023-2024**

The College requests approval of the **Student Fee Schedule, Fiscal Year 2023-2024**. The fees are in accordance with the Legislative mandated guidelines, but are subject to review and approval by the Florida College System. Proposed *Capital Improvement Fees* will be used for capital improvements, technology enhancements, or equipping student buildings. Revenues generated from the *Technology Fees* shall be used to enhance instructional technology resources for students and faculty.

**STUDENT FEE SCHEDULE  
FLORIDA GATEWAY COLLEGE  
EFFECTIVE FALL TERM 2024**

***No student fee increase***

The following are proposed fee changes based on Florida Legislative appropriations and current interpretation of other legislation. All are subject to verification and approval by the Division of Florida Colleges.

**Note: Fees are per credit hour**

Program	FGC Fees
<b>RESIDENT</b>	
<u>Credit (A&amp;P, PSV, Educator Prep and College Prep)</u>	
Tuition	78.94
Student Financial Aid (7% of tuition) <sup>(1)</sup>	5.53
Student Activity and Service (10% of tuition) <sup>(1)</sup>	6.25
Technology Fee (5% of tuition) <sup>(1)</sup>	3.71
Capital Improvement Fee (20% of tuition) <sup>(1)</sup> \$2 Max. inc. per yr.	7.89
Access Fee	1.00
<b>Total Resident Credit Programs Fees</b>	<b>103.32</b>
<u>Postsecondary Adult Voc. (PSAV), Voc Prep</u>	
Tuition (\$2.40 per contact hour)	69.90
Student Financial Aid (10% of tuition) <sup>(1)</sup>	6.99
Technology Fee (5% of tuition) <sup>(1)</sup>	3.50
Capital Improvement Fee (5% of tuition) <sup>(1)</sup>	3.50
Access Fee	1.00
<b>Total Resident PSAV Fees</b>	<b>84.89</b>
<u>Continuing Workforce Education</u>	
	<b>TBD - Varies by course</b>
<u>Baccalaureate</u>	
Tuition	91.79
Student Financial Aid (5% of tuition) <sup>(1)</sup>	4.59
Student Activity and Service (10% of tuition) <sup>(1)</sup>	9.18
Technology (5% of tuition) <sup>(1)</sup>	4.59
Capital Improvement Fee (20% of tuition) <sup>(1)</sup> (2) \$2 Max. inc. per yr.	9.18
Access Fee	1.00
<b>Total Resident Baccalaureate Programs Fees</b>	<b>120.33</b>
<b>NON-RESIDENT</b>	
<u>Credit (A&amp;P, PSV, Educator Prep and College Prep)</u>	
Out-of State Fees	236.82
Student Financial Aid (7% of tuition) <sup>(1)</sup>	22.10
Student Activity and Service (10% of tuition) <sup>(1)</sup>	6.25
Technology Fee <sup>(1)</sup>	14.88
Capital Improvement Fee (20% of tuition) <sup>(1)</sup> \$2 Max. inc. per yr.	31.58
Access Fee	1.00
Total Credit Add'l fee for Non-Residents	312.63
Add Resident Fee	78.94
<b>Total Non-Resident Credit Fees</b>	<b>391.57</b>
<u>Postsecondary Adult Voc. (PSAV)</u>	

Out-of-State Fees (\$7.20 per contact hour)	209.70
Capital Improvement Fee (5% of in/out-of-state tuition) <sup>(1)</sup>	13.98
Technology Fee (5% of tuition & out-of-state fee) <sup>(1)</sup>	13.98
Student Financial Aid (10% of tuition) <sup>(1)</sup>	27.96
Access Fee	1.00
Add Resident Fees	69.90
<b>Total Non-Resident PSAV Fees</b>	<b>336.52</b>
<u>Continuing Workforce Education</u>	TBD - Varies by course
<b><u>Differential Tuition Select Georgia Counties</u></b> <sup>(4)</sup>	
Tuition	82.89
Student Financial Aid (7% of tuition) <sup>(1)</sup>	5.80
Student Activity and Service (10% of tuition) <sup>(1)</sup>	8.29
Technology Fee (5% of tuition) <sup>(1)</sup>	4.14
Capital Improvement Fee (20% of tuition) <sup>(1)</sup> \$2 Max. inc. per yr.	8.29
Access Fee	1.00
<b>Total Differential Tuition Select Georgia Counties Lower Level</b>	<b>110.41</b>
<u>Online Courses Lower Level</u>	
Tuition	78.94
Out-of-State Fees	130.25
Student Financial Aid (5% of tuition and out-of-state fee) <sup>(1)</sup>	12.16
Technology <sup>(1)</sup>	8.18
Access Fee	1.00
<b>Total Differential Tuition Online Courses Lower Level</b>	<b>230.53</b>
<u>Online Courses Upper Level</u>	
Tuition	91.79
Out-of-State Fees	151.45
Student Financial Aid <sup>(1)</sup>	10.10
Technology <sup>(1)</sup>	10.10
Access Fee	1.00
<b>Total Differential Tuition Online Courses Upper Level</b>	<b>264.44</b>
<u>Baccalaureate</u> <sup>(3)</sup>	
Tuition	91.79
Out-of-State Fees	275.37
Student Financial Aid (5% of tuition and out-of-state fee) <sup>(1)</sup>	18.36
Student Activity and Service (10% of tuition - must be same as resident) <sup>(1)</sup>	9.18
Technology (5% of tuition and out-of-state fee) <sup>(1)</sup>	18.36
Capital Improvement (20% of tuition and out-of-state fee) <sup>(1) (2)</sup>	36.72
Access Fee	1.00
<b>Total Non-Resident Baccalaureate Programs Fees</b>	<b>450.78</b>

<sup>(1)</sup> Discretionary fees are not required.

<sup>(2)</sup> Capital Improvements fees may not exceed 20% of tuition for resident students or 20% of the sum of tuition and out-of-state fees for nonresident students, per section 1009.23(11)(a), Florida Statutes.

<sup>(3)</sup> The sum of tuition and the out-of-state baccalaureate fee shall be no more than 85% of the sum of tuition and the out-of-state fee at the state university nearest the Florida college, per section 1009.23(3)(b)2., Florida Statutes.

<sup>(4)</sup> Florida College System institution board of trustees may establish a differential out-of-state fee for a student



who has been determined to be a nonresident for tuition purposes, per section 1009.23 (2)(b), Florida Statutes.

**AGENDA ITEM: X.E.**

**Approval of Foundation for Florida Gateway College Budget**

The College requests approval to approve the 2023-24 budget for The Foundation for Florida Gateway College.



**AGENDA ITEM: X.F.**

**Operating Budget, FY 2023-2024  
Current Fund Unrestricted (FUND 1)**

The College requests approval of the **Operating Budget for Fiscal Year 2023-2024, Current Fund Unrestricted (Fund 1)**. State Board of Education Rule 6A-14.0716 requires the College to prepare a budget for the Current Fund-Unrestricted (Fund 1), and subsequent to approval by the District Board of Trustees, submit copies of the approved budget to the Division of Florida Colleges for review and approval. The College Baccalaureate Operating Budget is an integrated part of the budget presented.

**EXHIBIT A  
THE FLORIDA COLLEGE SYSTEM  
COLLEGE OPERATING BUDGET  
ANNUAL BUDGET SUMMARY  
FISCAL YEAR 2023-24**

**COLLEGE:** Florida Gateway College

	<b>CURRENT FUNDS - UNRESTRICTED</b>
<b>BEGINNING FUND BALANCE - JULY 1, 2023:</b>	
ESTIMATED AFR FUND BALANCE - JUNE 30, 2023 (IF DEBIT BALANCE USE "MINUS SIGN")	-\$4,770,164
ADD AMOUNT EXPECTED TO BE FINANCED IN FUTURE YEARS (USE PLUS SIGN)	11,779,296
	\$7,009,132
ADD: REVENUES	\$27,168,343
TRANSFERS IN	\$300,000
TOTAL RECEIPTS	\$27,468,343
<b>TOTAL ESTIMATED AVAILABLE</b>	<b>\$34,477,475</b>
DEDUCT: EXPENDITURES	\$27,468,343
TRANSFERS OUT	\$0
<b>TOTAL DISBURSEMENTS</b>	<b>\$27,468,343</b>
<b>ESTIMATED FUND BALANCE - JUNE 30, 2023:</b>	
TOTAL AVAILABLE LESS DISBURSEMENTS	\$7,009,132
ADD ACCRUED LEAVE EXPENSE (GLC 59300)	\$50,000
TOTAL ESTIMATED RESERVE AND UNENCUMBERED FUND BALANCE - JUNE 30, 2024	\$7,059,132
LESS ESTIMATED AMOUNT EXPECTED TO BE FINANCED IN FUTURE YEARS (GLC 30800) - JUNE 30, 2024	\$11,829,296
<b>TOTAL ESTIMATED FUND BALANCE - JUNE 30, 2024</b>	<b>(\$4,770,164)</b>
ESTIMATED UNENCUMBERED FUND BALANCE - JUNE 30, 2024	\$4,853,490
(Includes GL's: 30200, 30300, 30400, 30500, 30600, 30700, 30900, and 31100)	
<b>PERCENT OF ESTIMATED UNENCUMBERED FUND BALANCE AS OF JUNE 30, 2024, TO ESTIMATED FUNDS AVAILABLE</b>	<b>14.08%</b>

**CERTIFY BOARD OF TRUSTEES APPROVAL:**

\_\_\_\_\_  
**COLLEGE PRESIDENT**

\_\_\_\_\_  
**DATE**

**THE FLORIDA COLLEGE SYSTEM  
COLLEGE OPERATING BUDGET  
FALL 2023-24 STUDENT TUITION AND FEE RATES AND BLOCK TUITION  
(UPPER AND LOWER LEVELS)**

COLLEGE: Florida Gateway College

RESIDENT STUDENTS TUITION AND FEES PER CREDIT HOUR & BLOCK TUITION						
PROGRAMS	TUITION	STUDENT FINANCIAL AID FEE (1)	STUDENT ACTIVITY FEE (1)	CAPITAL IMPROVEMENT FEE (1)	TECHNOLOGY FEE (1)	TUITION AND FEES FOR ACADEMIC YEAR (30 HOURS)
UPPER LEVEL - BACCALAUREATE	91.79	4.59	9.18	9.18	4.59	3,579.90
LOWER LEVEL - CREDIT (A & P, PSV, DEVELOPMENTAL EDUCATION AND EP)	78.94	5.53	6.25	7.89	3.71	3,069.60
CAREER CERTIFICATE AND APPLIED TECHNOLOGY DIPLOMA	69.90	6.99		3.50	3.50	2,516.70
<b>PROGRAMS</b>						
VOCATIONAL PREPARATORY (PER TERM)	0.00					0.00
ADULT GENERAL EDUCATION AND SECONDARY (PER TERM)	0.00					0.00
VOCATIONAL PREPARATORY (PER HALF YEAR)	0.00					0.00
ADULT GENERAL EDUCATION AND SECONDARY (PER HALF YEAR)	0.00					0.00
<b>BLOCK TUITION</b>						
						<b>BLOCK TUITION PER TERM OR PER HALF YEAR</b>
						TOTAL
						0.00
						0.00
						0.00

NONRESIDENT STUDENTS TUITION AND FEES PER CREDIT HOUR & BLOCK TUITION						
PROGRAMS	TUITION	OUT-OF-STATE FEES	STUDENT FINANCIAL AID FEE (1)	STUDENT ACTIVITY FEE (1)	CAPITAL IMPROVEMENT FEE (1)	TUITION AND FEES FOR ACADEMIC YEAR (30 HOURS)
UPPER LEVEL - BACCALAUREATE	91.79	275.37	18.36	9.18	36.72	449.78
LOWER LEVEL - CREDIT (A & P, PSV, DEVELOPMENTAL EDUCATION AND EP)	78.94	236.82	22.10	6.25	31.58	390.57
CAREER CERTIFICATE AND APPLIED TECHNOLOGY DIPLOMA	69.90	209.70	27.96		13.98	335.52
<b>PROGRAMS</b>						
VOCATIONAL PREPARATORY (PER TERM)	0.00					0.00
ADULT GENERAL EDUCATION AND SECONDARY (PER TERM)	0.00					0.00
VOCATIONAL PREPARATORY (PER HALF YEAR)	0.00					0.00
ADULT GENERAL EDUCATION AND SECONDARY (PER HALF YEAR)	0.00					0.00
<b>BLOCK TUITION</b>						
						<b>BLOCK TUITION PER TERM OR PER HALF YEAR</b>
						TOTAL
						0.00
						0.00
						0.00

(1) These Fees Are Not Required  
 Note: The 2023-24 Fee Audit and Discretionary Fee calculations are provided at the end of the Workbook, to assist the college in verifying that the tuition and fee rates are in compliance with sections 1009.22 and 1009.23, Florida Statutes.

THE FLORIDA COLLEGE SYSTEM  
 FALL 2023-24 BUDGET WORKSHEET FOR ESTIMATED STUDENT TUITION AND TRANSFERS

Florida Gateway College

COLLEGE:

I. BUDGET WORKSHEET FOR ESTIMATED STUDENT FEES PER CREDIT HOUR

STUDENT TUITION	DISCIPLINE	GENERAL LEDGER CODE	TOTAL PLANNED CREDIT HOURS	FEE EXEMPT, DUAL ENROLLMENT & APPRENTICESHIP, ETC.	TOTAL FEE PAYING	CHARGE PER STUDENT CREDIT HOUR	BUDGETED FEE REVENUES
TUITION	ADVANCED & PROFESSIONAL (UPPER LEVEL - BACCALAUREATE)	40101	2,914	10	2,904.00	91.79	\$266,558
TUITION	ADVANCED & PROFESSIONAL (LOWER LEVEL)	40110	43,305	14,300	29,005.00	78.94	2,289,655
TUITION	POSTSECONDARY VOCATIONAL	40120	12,261	650	11,611.00	78.94	916,572
TUITION	CAREER CERTIFICATE AND APPLIED TECHNOLOGY DIPLOMA	40130	10,110	120	9,990.00	69.90	698,301
TUITION	DEVELOPMENTAL EDUCATION	40150	1,281	120	1,161.00	78.94	91,649
TUITION	EDUCATOR PREPARATION INSTITUTES	40160	444	0	444.00	78.94	35,049
<b>SUBTOTAL</b>			<b>70,315</b>	<b>15,200</b>	<b>55,115.00</b>		<b>\$4,297,784</b>
STUDENT OUT-OF-STATE FEES	DISCIPLINE	GENERAL LEDGER CODE	ESTIMATED FEE PAYING OUT-OF-STATE CREDIT HOURS	CHARGE PER STUDENT CREDIT HOUR	BUDGETED FEE REVENUES		
OUT-OF-STATE FEES	ADVANCED & PROFESSIONAL (UPPER LEVEL - BACCALAUREATE)	40301	0	275.37	\$0		
OUT-OF-STATE FEES	ADVANCED & PROFESSIONAL (LOWER LEVEL)	40310	207	236.82	49,022		
OUT-OF-STATE FEES	POSTSECONDARY VOCATIONAL	40320	113	236.82	26,761		
OUT-OF-STATE FEES	CAREER CERTIFICATE AND APPLIED TECHNOLOGY DIPLOMA	40330	90	209.70	18,873		
OUT-OF-STATE FEES	DEVELOPMENTAL EDUCATION	40350	12	236.82	2,842		
OUT-OF-STATE FEES	EDUCATOR PREPARATION INSTITUTES	40360	12	236.82	2,842		
<b>SUBTOTAL</b>			<b>434</b>		<b>\$100,340</b>		<b>\$4,398,124</b>

II. BUDGET WORKSHEET FOR ESTIMATED STUDENT TUITION (CONTINUED)

STUDENT BLOCK TUITION	DISCIPLINE	GENERAL LEDGER CODE	TOTAL ANNUAL HEADCOUNT UNDUPLICATED BY TERM/BLOCK	FEE EXEMPT	TOTAL FEE PAYING	BLOCK TUITION CHARGED	BUDGETED FEE REVENUES
BLOCK TUITION (PER TERM)	VOCATIONAL PREPARATORY	40180	0	0	0.00	0.00	\$0
BLOCK TUITION (PER TERM)	ADULT GENERAL EDUCATION AND SECONDARY	40190	0	0	0.00	0.00	0
BLOCK TUITION (PER HALF YEAR)	VOCATIONAL PREPARATORY	40180	0	0	0.00	0.00	0
BLOCK TUITION (PER HALF YEAR)	ADULT GENERAL EDUCATION AND SECONDARY	40190	0	0	0.00	0.00	0
<b>SUBTOTAL</b>			<b>0</b>	<b>0</b>	<b>0.00</b>		<b>\$0</b>

NONRESIDENT BLOCK TUITION	DISCIPLINE	GENERAL LEDGER CODE	TOTAL ANNUAL HEADCOUNT UNDUPLICATED BY TERM/BLOCK	BLOCK TUITION CHARGED	BUDGETED FEE REVENUES
BLOCK TUITION (PER TERM)	VOCATIONAL PREPARATORY	40380	0	0.00	\$0
BLOCK TUITION (PER TERM)	ADULT GENERAL EDUCATION AND SECONDARY	40390	0	0.00	0
BLOCK TUITION (PER HALF YEAR)	VOCATIONAL PREPARATORY	40380	0	0.00	0
BLOCK TUITION (PER HALF YEAR)	ADULT GENERAL EDUCATION AND SECONDARY	40390	0	0.00	0
<b>TOTAL BLOCK TUITION</b>	<b>SUBTOTAL</b>		<b>0</b>		<b>\$0</b>
<b>GRAND TOTAL STUDENT FEES</b>					<b>\$4,398,124</b>

III. TRANSFER IN AND OUT INFORMATION:

IF YOU ENTER AN AMOUNT BELOW, YOU MUST ENTER THE APPROPRIATE FUND NUMBER IN THE "FUND TRANSFERRED FROM" COLUMN AND THE "FUND TRANSFERRED TO" COLUMN. PLEASE DO NOT LEAVE BLANK.

PURPOSE OF TRANSFER	AMOUNT	FUND TRANSFERRED FROM	FUND TRANSFERRED TO
<b>TRANSFERS OUT:</b>			
Current	\$0		
	0		
	0		
	0		
	0		
	0		
<b>TOTAL TRANSFERS OUT</b>	<b>\$0</b>		
<b>TRANSFERS IN:</b>			
Auxiliary	\$300,000	31000	11000
	0		
	0		
	0		
	0		
	0		
<b>TOTAL TRANSFERS IN</b>	<b>\$300,000</b>		
<b>TOTAL ALL TRANSFERS</b>	<b>\$300,000</b>		



THE FLORIDA COLLEGE SYSTEM  
 BUDGET WORKSHEET FOR STUDENT TUITION PER CREDIT HOUR RATE CHANGE

COLLEGE: Florida Gateway College

(This form is required by institutions that change the credit hour rate after the beginning of the fall fiscal year. The college must notify the Division of Florida Colleges **prior to the beginning of the Spring term**).

STUDENT FEES	DISCIPLINE	GENERAL LEDGER CODE	CHANGE IN CHARGE PER STUDENT CREDIT HOUR	ADDITIONAL/REDUCED BUDGETED FEE REVENUES
TUITION	ADVANCED & PROFESSIONAL (UPPER LEVEL - BACCALAUREATE)	40101	\$0	\$0
TUITION	ADVANCED & PROFESSIONAL (LOWER LEVEL)	40110	0	0
TUITION	POSTSECONDARY VOCATIONAL	40120	0	0
TUITION	CAREER CERTIFICATE AND APPLIED TECHNOLOGY DIPLOMA	40130	0	0
TUITION	DEVELOPMENTAL EDUCATION	40150	0	0
TUITION	EDUCATOR PREPARATION INSTITUTES	40160	0	0
<b>SUBTOTAL</b>				
				\$0
STUDENT FEES	DISCIPLINE	GENERAL LEDGER CODE	UPDATED CHARGE PER STUDENT CREDIT HOUR	ADDITIONAL/REDUCED BUDGETED FEE REVENUES
OUT-OF-STATE FEES	ADVANCED & PROFESSIONAL (UPPER LEVEL - BACCALAUREATE)	40301	\$0	\$0
OUT-OF-STATE FEES	ADVANCED & PROFESSIONAL (LOWER LEVEL)	40310	0	0
OUT-OF-STATE FEES	POSTSECONDARY VOCATIONAL	40320	0	0
OUT-OF-STATE FEES	CAREER CERTIFICATE AND APPLIED TECHNOLOGY DIPLOMA	40330	0	0
OUT-OF-STATE FEES	DEVELOPMENTAL EDUCATION	40350	0	0
OUT-OF-STATE FEES	EDUCATOR PREPARATION INSTITUTES	40360	0	0
<b>SUBTOTAL</b>				
				\$0
<b>GRAND TOTAL CCPF STUDENT FEES</b>				\$0

**REASON FOR CHANGE IN TUITION:**

COLLEGE:

Florida Gateway College

**SCHEDULE OF BUDGETED REVENUES, EXPENDITURES, AND FUND BALANCE  
BY GENERAL LEDGER CODE  
FOR THE FISCAL YEAR 2023-24**

Enter amounts only for cells highlighted in light yellow. The cells not highlighted have been automatically populated from other exhibits. If the amount is incorrect, changes must be made in the cell of the referenced exhibits.

ACCOUNT TITLE		GENERAL LEDGER CODE	CURRENT FUNDS - UNRESTRICTED LOWER AND UPPER LEVEL
<b>STUDENT TUITION</b>			
TUITION	ADVANCED & PROFESSIONAL (UPPER LEVEL - BACCALAUREATE)	40101	\$266,558
TUITION	ADVANCED & PROFESSIONAL (LOWER LEVEL)	40110	\$2,289,655
TUITION	POSTSECONDARY VOCATIONAL	40120	\$916,572
TUITION	CAREER CERTIFICATE AND APPLIED TECHNOLOGY DIPLOMA	40130	\$698,301
TUITION	DEVELOPMENTAL EDUCATION	40150	\$91,649
TUITION	EDUCATOR PREPARATION INSTITUTES	40160	\$35,049
<b>SUBTOTAL STUDENT TUITION</b>			<b>\$4,297,784</b>
OUT-OF-STATE FEES	ADVANCED & PROFESSIONAL (UPPER LEVEL - BACCALAUREATE)	40301	\$0
OUT-OF-STATE FEES	ADVANCED & PROFESSIONAL (LOWER LEVEL)	40310	\$49,022
OUT-OF-STATE FEES	POSTSECONDARY VOCATIONAL	40320	\$26,761
OUT-OF-STATE FEES	CAREER CERTIFICATE AND APPLIED TECHNOLOGY DIPLOMA	40330	\$18,873
OUT-OF-STATE FEES	DEVELOPMENTAL EDUCATION	40350	\$2,842
OUT-OF-STATE FEES	EDUCATOR PREPARATION INSTITUTES	40360	\$2,842
<b>SUBTOTAL OUT-OF-STATE FEES</b>			<b>\$100,340</b>
TUITION (PER TERM) - RESIDENT	VOCATIONAL PREPARATORY	40180	\$0
TUITION (PER TERM) - RESIDENT	ADULT GENERAL EDUCATION AND SECONDARY	40190	\$0
TUITION (PER HALF YEAR) - RESIDENT	VOCATIONAL PREPARATORY	40180	\$0
TUITION (PER HALF YEAR) - RESIDENT	ADULT GENERAL EDUCATION AND SECONDARY	40190	\$0
<b>SUBTOTAL BLOCK RESIDENT TUITION</b>			<b>\$0</b>
TUITION (PER TERM) - NONRESIDENT	VOCATIONAL PREPARATORY	40380	\$0
TUITION (PER TERM) - NONRESIDENT	ADULT GENERAL EDUCATION AND SECONDARY	40390	\$0
TUITION (PER HALF YEAR) - NONRESIDENT	VOCATIONAL PREPARATORY	40380	\$0
TUITION (PER HALF YEAR) - NONRESIDENT	ADULT GENERAL EDUCATION AND SECONDARY	40390	\$0
<b>SUBTOTAL BLOCK TUITION NONRESIDENT FEES</b>			<b>\$0</b>
<b>SUBTOTAL FCSPF STUDENT FEES</b>			<b>\$4,398,124</b>
TUITION - LIFELONG LEARNING		40210	\$0
TUITION - CONTINUING WORKFORCE EDUCATION		40240	\$55,000
FULL COST OF INSTRUCTION (REPEAT COURSE FEE)		40260	\$50,000
TUITION - SELF-SUPPORTING		40270	\$0
LABORATORY FEES		40400	\$609,500
DISTANCE LEARNING COURSE USER FEES		40450	\$300,000
APPLICATION FEES		40500	\$0
TRANSIENT STUDENT APPLICATION FEE		40505	\$0
GRADUATION FEES		40600	\$0
DIPLOMA REPLACEMENT FEES		40610	\$0
TRANSCRIPT FEES		40700	\$0
FINANCIAL AID FUND FEES		40800	\$0
TECHNOLOGY FEE		40870	\$225,000
OTHER STUDENT FEES		40900	\$99,000
TRANSPORTATION FEE (SANTA FE COLLEGE ONLY)		40980	\$0
CREDIT CARD CONVENIENCE FEE		40985	\$0

<b>TOTAL STUDENT FEES</b>		<b>\$5,736,624</b>
<b>SUPPORT FROM LOCAL GOVERNMENT</b>		
GRANTS AND CONTRACTS FROM CITIES	41500	\$0
GRANTS AND CONTRACTS FROM COUNTIES	41600	\$500,000
INDIRECT COSTS RECOVERED - CITY AND COUNTY	41900	\$0
<b>TOTAL SUPPORT FROM LOCAL GOVERNMENT</b>		<b>\$500,000</b>

<b>STATE SUPPORT</b>		
FLORIDA COLLEGE SYSTEM PROGRAM FUND (FCSPF)	42110	\$15,047,680
SPECIAL APPROPRIATION - OTHER (TO INCLUDE PIPELINE)	42130	\$1,501,485
PERFORMANCE-BASED INCENTIVE FUNDING - FCSPF	42150	\$239,130
INCENTIVE GRANTS FOR EXPANDED PROGRAMS	42160	\$0
LICENSE TAG FEES APPROPRIATION	42210	\$0
PERFORMANCE-BASED INCENTIVE PROGRAM (CATEGORICAL APPROPRIATIONS, INDUSTRY CERTIFICATIONS)	42510	\$455,500
LOTTERY FUNDS - FCSPF	42610	\$3,289,124
GRANTS AND CONTRACTS - STATE	42700	\$0
INDIRECT COST RECOVERED - STATE	42900	\$0
<b>TOTAL STATE SUPPORT</b>		<b>\$20,532,919</b>
<b>FEDERAL SUPPORT</b>		
GRANTS AND CONTRACTS FROM FEDERAL GOVERNMENT	43500	\$0
GRANTS AND CONTRACTS FROM FEDERAL GOVERNMENT (EDUCATION)	43518	\$0
GRANTS AND CONTRACTS FROM FEDERAL GOVERNMENT (DISCRETIONARY)	43519	\$0
GRANTS AND CONTRACTS FEDERAL GOVERNMENT - STIMULUS (HEERF) - INSTITUTIONAL	43521	\$0
GRANTS AND CONTRACTS FEDERAL GOVERNMENT - STIMULUS (HEERF) - STUDENT	43526	\$0
INDIRECT COST RECOVERED - FEDERAL	43900	\$10,000
<b>TOTAL FEDERAL SUPPORT</b>		<b>\$10,000</b>
<b>GIFTS, PRIVATE GRANTS AND CONTRACTS</b>		
CASH CONTRIBUTIONS	44100	\$0
NON-CASH CONTRIBUTIONS	44200	0
GIFTS, GRANTS AND CONTRACTS - PRIVATE	44400	0
INDIRECT COSTS RECOVERED - PRIVATE SOURCES	44900	0
<b>TOTAL GIFTS, PRIVATE GRANTS AND CONTRACTS</b>		<b>\$0</b>
<b>SALES AND SERVICES DEPARTMENT</b>		
COMMISSIONS	46200	\$200,000
USE OF COLLEGE FACILITIES	46400	50,000
OTHER SALES AND SERVICES	46600	0
TAXABLE SALES	46700	0
INTERDEPARTMENTAL SALES	46900	0
<b>TOTAL SALES AND SVCS. DEPT.</b>		<b>\$250,000</b>
<b>ENDOWMENT INCOME</b>	47100	<b>\$0</b>
<b>TOTAL ENDOWMENT INCOME</b>		<b>\$0</b>
<b>OTHER REVENUES</b>		
INTEREST AND DIVIDENDS	48100	\$75,000
GAIN OR LOSS ON INVESTMENTS	48200	3,000
FINES AND PENALTIES	48700	650
MISCELLANEOUS REVENUE	48900	55,000
<b>TOTAL OTHER REVENUES</b>		<b>\$133,650</b>

<b>NON-REVENUE RECEIPTS</b>		
MANDATORY TRANSFERS IN, FROM CURRENT FUNDS - UNRESTRICTED	49110	\$0
NON-MANDATORY TRANSFERS IN	49200	300,000
PROCEEDS FROM SALE OF PROPERTY	49500	5,000
INSURANCE RECOVERY	49520	0
UNINSURED LOSS RECOVERY	49521	0
PRIOR YEAR CORRECTIONS	49600	100
OVER AND SHORT	49900	50
<b>TOTAL NON-REVENUE RECEIPTS</b>		<b>\$305,150</b>
<b>GRAND TOTAL REVENUES</b>		<b>\$27,468,343</b>
<b>PERSONNEL COSTS</b>		
EXECUTIVE MANAGEMENT	51000	\$686,546
INSTRUCTIONAL MANAGEMENT	51100	488,167
INSTITUTIONAL MANAGEMENT	51200	1,602,650
EXECUTIVE, ADMINISTRATIVE, MANAGERIAL SABBATICAL	51400	0
EXECUTIVE, ADMINISTRATIVE, MANAGERIAL REGULAR PART-TIME	51500	0
INSTRUCTIONAL	52000	4,804,459
INSTRUCTIONAL - OVERLOAD/SUPPLEMENTAL	52100	1,036,737
INSTRUCTIONAL - SUBSTITUTION	52200	0
INSTRUCTIONAL - PARA-PROFESSIONAL/ASSOCIATE/ASSISTANT	52300	41,659
INSTRUCTIONAL - SABBATICAL	52400	0
INSTRUCTIONAL (PHASED RETIREMENT )	52500	0
INSTRUCTIONAL (PHASED RETIREMENT ) - INSTRUCTOR/PROFESSOR	52501	0
INSTRUCTIONAL (PHASED RETIREMENT) - LIBRARIAN	52502	0
INSTRUCTIONAL (PHASED RETIREMENT) - COUNSELOR	52503	0
INSTRUCTIONAL (PHASED RETIREMENT) - REGULAR PART-TIME (FRS PARTICIPANT)	52504	0
OTHER PROFESSIONAL	53000	1,392,351
OTHER PROFESSIONAL - OVERLOAD/SUPPLEMENTAL	53100	0
OTHER PROFESSIONAL - SUBSTITUTION	53200	0
OTHER PROFESSIONAL - PARA-PROFESSIONAL/ASSOCIATE/ASSISTANT	53300	0
OTHER PROFESSIONAL - REGULAR PART-TIME	53500	0
TECHNICAL, CLERICAL, TRADE AND SERVICE	54000	1,926,404
TECHNICAL, CLERICAL, TRADE AND SERVICE - OVERTIME	54100	5,000
TECHNICAL, CLERICAL, TRADE AND SERVICE - REGULAR (PART-TIME)	54500	0
OPS - OTHER PERSONNEL - EXECUTIVE, ADMINISTRATIVE, MANAGERIAL	55000	0
OPS - INSTRUCTIONAL	56000	750
OPS - INSTRUCTIONAL/ADJUNCT INSTRUCTOR	56001	1,562,357
OPS - LIBRARIAN	56002	0
OPS - COUNSELOR	56003	0
OPS - PARA-PROFESSIONAL	56006	0
OPS - INSTRUCTIONAL SUBSTITUTES	56100	0
OPS - OTHER PROFESSIONAL PART-TIME	56500	135,513
OPS - TECHNICAL, CLERICAL, TRADE AND SERVICE	57000	202,649
STUDENT EMPLOYMENT - INSTITUTIONAL WORK STUDY	58000	0
STUDENT EMPLOYMENT - COLLEGE WORK STUDY PROGRAM	58100	0
STUDENT EMPLOYMENT - COLLEGE WORK EXPERIENCE PROG.	58200	0
STUDENT EMPLOYMENT - STUDENT ASSISTANTS	58300	54,590
STUDENT EMPLOYMENT - OTHER GOVERNMENTAL SOURCES	58400	0
EMPLOYEE AWARDS	58500	0
SOCIAL SECURITY CONTRIBUTIONS	59100	850,445
RETIREMENT CONTRIBUTIONS	59200	1,660,520
ACCRUED LEAVE EXPENSE (COMPENSATED ABSENCES)	59300	50,000
ACCRUED SEVERANCE PAY EXPENSE	59400	0
OTHER BENEFITS - TAXABLE	59500	57,197
OTHER BENEFITS	59600	0
INSURANCE BENEFITS	59700	2,015,615
TUITION BENEFITS & REIMBURSEMENT	59800	50,000
PERSONNEL EXPENSE CONTINGENCY (BUDGET ONLY)	59900	392,185
<b>TOTAL PERSONNEL COSTS</b>		<b>\$19,015,794</b>

<b>CURRENT EXPENSES</b>		
TRAVEL	60500	405,479
FREIGHT AND POSTAGE	61000	39,335
TELECOMMUNICATIONS	61500	153,150
PRINTING	62000	97,164
REPAIRS AND MAINTENANCE	62500	931,333
RENTALS	63000	72,975
LEASE PAYMENTS (LONG-TERM/ASSET<\$5,000)	63100	0
INSURANCE	63500	709,902
UTILITIES (NOT DESIGNATED BELOW)	64000	822,772
OTHER SERVICES	64500	2,142,191
WORKFORCE/WAGES/GRANT PARTICIPANT SUPPORT COSTS	64600	0
SERVICE PROVIDER CONTRACTS - WORKFORCE/WAGES	64700	0
PROFESSIONAL FEES	65000	229,777
EDUCATIONAL, OFFICE/DEPARTMENT MATERIALS AND SUPPLIES	65500	500,681
DATA SOFTWARE - NON-CAPITALIZED	65700	113,356
MAINTENANCE AND CONSTRUCTION MATERIALS AND SUPPLIES	66000	49,125
OTHER MATERIALS AND SUPPLIES	66500	280,238
LIBRARY RESOURCES	67000	116,585
PURCHASES FOR RESALE	67500	3,000
INDIRECT COST EXPENSE	67600	0
ADMINISTRATIVE COST POOL ALLOCATION	67700	0
SCHOLARSHIPS AND WAIVERS	68000	41,000
INTEREST ON DEBT	68500	0
PAYMENT ON DEBT PRINCIPAL	69000	0
MANDATORY TRANSFERS-OUT	69100	0
NON-MANDATORY TRANSFERS-OUT	69200	0
OTHER EXPENSES	69500	55,925
PRIOR-YEAR CORRECTIONS	69600	100
CURRENT EXPENSE CONTINGENCY (BUDGET ONLY)	69900	747,461
<b>TOTAL CURRENT EXPENSES</b>		<b>\$7,511,549</b>
<b>CAPITAL OUTLAY</b>		
MINOR EQUIPMENT - NON-CAPITALIZED, NON INVENTORIED	70500	0
MINOR EQUIPMENT - NON-CAPITALIZED INVENTORIED	70600	191,000
FURNITURE AND EQUIPMENT	71000	0
DATA SOFTWARE	72000	0
OTHER LICENCES	73001	0
DATA LICENSES - PERPETUAL	73002	0
ARTWORK/ARTIFACT	73050	0
LEASE PAYMENTS (LONG-TERM/ASSET=>\$5,000)	73100	0
BUILDINGS AND FIXED EQUIPMENT	75000	0
REMODELING AND RENOVATION, NON-CAPITALIZED REPAIRS & MAINTENANCE, AND OTHER STRUCTURES AND IMPROVEMENTS	76000	0
LAND	77000	0
OTHER STRUCTURES, LAND IMPROVEMENTS	79000	0
CAPITAL OUTLAY CONTINGENCY (BUDGET ONLY)	79900	750,000
<b>TOTAL CAPITAL OUTLAY</b>		<b>\$941,000</b>
<b>GRAND TOTAL EXPENDITURES</b>		<b>\$27,468,343</b>
RESERVED FOR ENCUMBRANCES	30100	\$200,000
RESERVED FOR PERFORMANCE BASED INCENTIVE FUNDING (VOCATIONAL)	30200	0
RESERVED FOR ACADEMIC IMPROVEMENT TRUST FUNDS	30300	0
RESERVED FOR OTHER REQUIRED PURPOSES	30400	0
RESERVED FOR STAFF AND PROGRAM DEVELOPMENT	30500	0
RESERVED FOR STUDENT ACTIVITY FUNDS	30600	0
RESERVED FOR MATCHING GRANTS	30700	0
FUND BALANCE - BOARD DESIGNATED	30900	0
FUND BALANCE - COLLEGE - UNALLOCATED	31100	4,853,490

TOTAL ESTIMATED RESERVE AND UNENCUMBERED FUND BALANCE		\$5,053,490
AMOUNT EXPECTED TO BE FINANCED IN FUTURE YEARS - ESTIMATED AS OF JUNE 30, 2023	30800	(\$11,829,296)
TOTAL ESTIMATED FUND BALANCE		(\$6,775,806)

**EXHIBIT E**

**COLLEGE: Florida Gateway College**  
**SUMMARY OF BUDGETED EXPENDITURES BY FUNCTION**  
**CURRENT FUND-UNRESTRICTED**  
**FISCAL YEAR 2023-24**

Enter amounts only for cells highlighted in light yellow.

FUNCTION	PERSONNEL GLC 500S	CURRENT EXPENSE GLC 600S	CAPITAL OUTLAY GLC 700S	TOTAL
INSTRUCTION	\$9,401,622	\$946,844	\$0	\$10,348,466
RESEARCH	0	0	0	\$0
PUBLIC SERVICE	0	0	0	0
ACADEMIC SUPPORT:				
ACADEMIC SUPPORT - OTHER	2,284,652	577,999	0	2,862,651
STAFF/PROGRAM DEVELOPMENT	54,100	115,345	0	169,445
STUDENT SUPPORT	2,634,315	631,246	0	3,265,561
INSTITUTIONAL SUPPORT	3,644,162	1,689,283	191,000	5,524,445
PLANT OPERATION AND MAINTENANCE	604,757	2,830,358	0	3,435,115
STUDENT AID	0	0	0	0
TRANSFERS, CONTINGENCIES, ETC.	392,186	720,474	750,000	1,862,660
<b>TOTAL</b>	<b>\$19,015,794</b>	<b>\$7,511,549</b>	<b>\$941,000</b>	<b>\$27,468,343</b>



COLLEGE:

Florida Gateway College

UPPER LEVEL PLANNED EXPENDITURES AND SOURCES OF FUNDS  
 BACCALAUREATE DEGREE PROGRAM COLLEGE OPERATING BUDGET  
 FISCAL YEAR 2023-24

Enter amounts only for cells highlighted in light yellow.	2023-24			
PLANNED EXPENDITURES	GENERAL LEDGER CODE	UNRESTRICTED SOURCES	RESTRICTED SOURCES	TOTAL UNRESTRICTED AND RESTRICTED SOURCES
<b>PERSONNEL COSTS</b>				
EXECUTIVE MANAGEMENT	51000	\$0	\$0	\$0
INSTRUCTIONAL MANAGEMENT	51100	0	0	0
INSTITUTIONAL MANAGEMENT	51200	0	0	0
EXECUTIVE, ADMINISTRATIVE, MANAGERIAL SABBATICAL	51400	0	0	0
EXECUTIVE, ADMINISTRATIVE, MANAGERIAL REGULAR PART-TIME	51500	0	0	0
INSTRUCTIONAL	52000	329,415	0	329,415
INSTRUCTIONAL - OVERLOAD/SUPPLEMENTAL	52100	55,000	0	55,000
INSTRUCTIONAL - SUBSTITUTION	52200	0	0	0
INSTRUCTIONAL - PARA-PROFESSIONAL/ASSOCIATE/ASSISTANT	52300	0	0	0
INSTRUCTIONAL - SABBATICAL	52400	0	0	0
INSTRUCTIONAL (PHASED RETIREMENT )	52500	0	0	0
INSTRUCTIONAL (PHASED RETIREMENT ) - INSTRUCTOR/PROFESSOR	52501	0	0	0
INSTRUCTIONAL (PHASED RETIREMENT ) - LIBRARIAN	52502	0	0	0
INSTRUCTIONAL (PHASED RETIREMENT ) - COUNSELOR	52503	0	0	0
INSTRUCTIONAL (PHASED RETIREMENT ) - REGULAR PART-TIME (FRS PARTICIPANT)	52504	0	0	0
OTHER PROFESSIONAL	53000	0	0	0
OTHER PROFESSIONAL - OVERLOAD/SUPPLEMENTAL	53100	0	0	0
OTHER PROFESSIONAL - SUBSTITUTION	53200	0	0	0
OTHER PROFESSIONAL - PARA-PROFESSIONAL/ASSOCIATE/ASSISTANT	53300	0	0	0
OTHER PROFESSIONAL - REGULAR PART-TIME	53500	0	0	0
TECHNICAL, CLERICAL, TRADE AND SERVICE	54000	0	0	0
TECHNICAL, CLERICAL, TRADE AND SERVICE - OVERTIME	54100	0	0	0
TECHNICAL, CLERICAL, TRADE AND SERVICE - REGULAR (PART-TIME)	54500	0	0	0
OPS - OTHER PERSONNEL - EXECUTIVE, ADMINISTRATIVE, MANAGERIAL	55000	0	0	0
OPS - INSTRUCTIONAL	56000	0	0	0
OPS - INSTRUCTIONAL/ADJUNCT INSTRUCTOR	56001	224,411	0	224,411
OPS - LIBRARIAN	56002	0	0	0
OPS - COUNSELOR	56003	0	0	0
OPS - PARA-PROFESSIONAL	56006	0	0	0
OPS - INSTRUCTIONAL SUBSTITUTES	56100	0	0	0
OPS - OTHER PROFESSIONAL PART-TIME	56500	0	0	0
OPS - TECHNICAL, CLERICAL, TRADE AND SERVICE	57000	0	0	0
STUDENT EMPLOYMENT - INSTITUTIONAL WORK STUDY	58000	0	0	0
STUDENT EMPLOYMENT - COLLEGE WORK STUDY PROGRAM	58100	0	0	0
STUDENT EMPLOYMENT - COLLEGE WORK EXPERIENCE PROG.	58200	0	0	0
STUDENT EMPLOYMENT - STUDENT ASSISTANTS	58300	0	0	0
STUDENT EMPLOYMENT - OTHER GOVERNMENTAL SOURCES	58400	0	0	0
EMPLOYEE AWARDS	58500	0	0	0
SOCIAL SECURITY CONTRIBUTIONS	59100	26,463	0	26,463
RETIREMENT CONTRIBUTIONS	59200	44,692	0	44,692
ACCRUED LEAVE EXPENSE (COMPENSATED ABSENCES)	59300	0	0	0
ACCRUED SEVERANCE PAY EXPENSE	59400	0	0	0
OTHER BENEFITS - TAXABLE	59500	0	0	0
OTHER BENEFITS	59600	0	0	0
INSURANCE BENEFITS	59700	44,039	0	44,039
TUITION BENEFITS & REIMBURSEMENT	59800	0	0	0
PERSONNEL EXPENSE CONTINGENCY (BUDGET ONLY)	59900	0	0	0
<b>TOTAL PERSONNEL COSTS</b>		<b>\$724,020</b>	<b>\$0</b>	<b>\$724,020</b>

COLLEGE:

Florida Gateway College

UPPER LEVEL PLANNED EXPENDITURES AND SOURCES OF FUNDS  
BACCALAUREATE DEGREE PROGRAM COLLEGE OPERATING BUDGET  
FISCAL YEAR 2023-24

PLANNED EXPENDITURES	2023-24			TOTAL UNRESTRICTED AND RESTRICTED SOURCES
	GENERAL LEDGER CODE	UNRESTRICTED SOURCES	RESTRICTED SOURCES	
<b>CURRENT EXPENSE</b>				
TRAVEL	60500	\$13,013	\$0	\$13,013
FREIGHT AND POSTAGE	61000	300	0	300
TELECOMMUNICATIONS	61500	0	0	0
PRINTING	62000	1,950	0	1,950
REPAIRS & MAINTENANCE	62500	200	0	200
RENTALS	63000	0	0	0
LEASE PAYMENTS (LONG-TERM/ASSET<\$5,000)	63100	0	0	0
INSURANCE	63500	0	0	0
UTILITIES	64000	0	0	0
OTHER SERVICES	64500	8,471	0	8,471
WORKFORCE/WAGES/GRANT PARTICIPANT SUPPORT COSTS	64600	0	0	0
SERVICE PROVIDER CONTRACTS - WORKFORCE/WAGES	64700	0	0	0
PROFESSIONAL FEES	65000	5,777	0	5,777
EDUCATIONAL, OFFICE/DEPARTMENT MATERIALS AND SUPPLIES	65500	13,285	0	13,285
DATA SOFTWARE - NON-CAPITALIZED	65700	0	0	0
MAINTENANCE AND CONSTRUCTION MATERIALS AND SUPPLIES	66000	0	0	0
OTHER MATERIALS AND SUPPLIES	66500	1,150	0	1,150
LIBRARY RESOURCES	67000	0	0	0
PURCHASES FOR RESALE	67500	0	0	0
INDIRECT COST EXPENSE	67600	0	0	0
ADMINISTRATIVE COST POOL ALLOCATION	67700	0	0	0
SCHOLARSHIPS AND WAIVERS	68000	0	0	0
INTEREST ON DEBT	68500	0	0	0
PAYMENT ON DEBT PRINCIPAL	69000	0	0	0
MANDATORY TRANSFERS OUT	69100	0	0	0
NONMANDATORY TRANSFERS OUT	69200	0	0	0
OTHER EXPENSES	69500	0	0	0
PRIOR YEAR CORRECTIONS	69600	0	0	0
CURRENT EXPENSE CONTINGENCY (BUDGET ONLY)	69900	0	0	0
<b>TOTAL CURRENT EXPENSE</b>		<b>\$44,146</b>	<b>\$0</b>	<b>\$44,146</b>

CAPITAL OUTLAY	2023-24			TOTAL UNRESTRICTED AND RESTRICTED SOURCES
	GENERAL LEDGER CODE	UNRESTRICTED SOURCES	RESTRICTED SOURCES	
MINOR EQUIPMENT - NON-CAPITALIZED, NON INVENTORIED	70500	\$0	\$0	\$0
MINOR EQUIPMENT - NON CAPITALIZED INVENTORIED	70600	0	0	0
FURNITURE AND EQUIPMENT	71000	0	0	0
DATA SOFTWARE	72000	0	0	0
BUILDINGS AND FIXED EQUIPMENT	75000	0	0	0
OTHER LICENCES	73001	0	0	0
DATA LICENSES - PERPETUAL	73002	0	0	0
ARTWORK/ARTIFACT	73050	0	0	0
LEASE PAYMENTS (LONG-TERM/ASSET=>\$5,000)	73100	0	0	0
REMODELING & RENOVATION, NON-CAPITALIZED REPAIRS & MAINTENANCE, & OTHER STRUCTURES & IMPROVEMENTS	76000	0	0	0
LAND	77000	0	0	0
OTHER STRUCTURES, LAND IMPROVEMENTS	79000	0	0	0
CAPITAL OUTLAY CONTINGENCY (BUDGET ONLY)	79900	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

COLLEGE: \_\_\_\_\_ Florida Gateway College \_\_\_\_\_

UPPER LEVEL PLANNED EXPENDITURES AND SOURCES OF FUNDS  
BACCALAUREATE DEGREE PROGRAM COLLEGE OPERATING BUDGET  
FISCAL YEAR 2023-24

GRAND TOTAL EXPENDITURES		\$768,166	\$0	\$768,166

COLLEGE:

Florida Gateway College

UPPER LEVEL PLANNED EXPENDITURES AND SOURCES OF FUNDS  
BACCALAUREATE DEGREE PROGRAM COLLEGE OPERATING BUDGET  
FISCAL YEAR 2023-24

SOURCES OF FUNDS	GENERAL LEDGER CODE	UNRESTRICTED SOURCES	RESTRICTED SOURCES	TOTAL UNRESTRICTED AND RESTRICTED SOURCES
1. SPECIAL STATE NONRECURRING		\$0	\$0	\$0
2. UPPER LEVEL - RESIDENT STUDENT TUITION		266,558	0	266,558
UPPER LEVEL - NONRESIDENT STUDENT TUITION		0	0	0
UPPER LEVEL - OTHER STUDENT FEES		0	0	0
3. CONTRIBUTIONS OR MATCHING GRANTS		0	0	0
4. OTHER GRANTS OR REVENUES (PLEASE PROVIDE A BRIEF EXPLANATION IN THE SPACE BELOW FOR ITEM #4)**		0	0	0
5. FLORIDA COLLEGE SYSTEM PROGRAM FUNDS (CURRENT YEAR)		0	0	0
6. UNRESTRICTED FUND BALANCE		501,608	0	501,608
7. RESTRICTED FUND BALANCE FROM PRIOR BACCALAUREATE APPROPRIATIONS		0	0	0
8. INTEREST EARNINGS		0	0	0
9. AUXILIARY SERVICES		0	0	0
10. FEDERAL FUNDS - OTHER		0	0	0
<b>TOTAL SOURCES OF FUNDS</b>		<b>\$768,166</b>	<b>\$0</b>	<b>\$768,166</b>

\* Exhibit G, Grand Total Expenditures (Row 113) should agree with Total Source of Funds (Row 129). There should be adequate sources of funds to cover the cost of the expenditures reported. However, if there is a difference reported in cells D thru F, Row 131, please provide an brief explanation in the box below and on the Check Sheet, Item #14.

\$0 \$0 \$0

**\*BRIEF EXPLANATION FOR THE DIFFERENCE REPORTED IN ROW 131, CELLS D THROUGH F.**

**\*\*PROVIDE A BRIEF EXPLANATION FOR ITEM NUMBER 4. ABOVE - OTHER GRANTS OR REVENUES:**

**AGENDA ITEM: X.G.**

**Florida College System Capital Improvement Plan and Legislative  
Budget Request  
FY 2024-2025 through FY 2026-2027**

The College requests approval of the *Florida College System Capital Improvement Plan and Legislative Budget Request, FY 2024-2025 through FY 2026-2027*, for Florida Gateway College. This report is required to be completed annually by the College and submitted to the Division of Florida Colleges. The Division will use the data from the report to submit requests for Public Education Capital Outlay (PECO) funding in the next legislative session. The CIP-2 Summary is provided for information and approval.

**FLORIDA COLLEGE SYSTEM  
CIP 2 SUMMARY  
CAPITAL IMPROVEMENT PLAN AND LEGISLATIVE BUDGET REQUEST  
2024-2025 through 2026-2027**

CIP 2
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**COLLEGE:**

**MAINTENANCE, REPAIR & RENOVATION PROJECTS**

PRIORITY #	INITIAL REQUEST YEAR	PROJECT TYPE	PROJECT TITLE (include Site)	SITE No.	2024-2025	2025-2026	2026-2027	THREE YEAR TOTAL	TOTAL PRIOR APPROP	LOCAL FUNDS	TOTAL PROJECT COST*	ON APPROVED SURVEY?
4	2022	Maint/Repair	Roads and Parking	1,3	\$1,200,000			\$1,200,000			\$1,200,000	YES
5	2,021	Maint/Repair	Keyless Access / Fire Alarm	1,3	\$2,300,000			\$2,300,000			\$2,300,000	YES
6	2,016	Maint/Repair	Deferred Maintenance / Renovations	1,3	\$1,700,000			\$1,700,000			\$1,700,000	YES
7	2,016	Maint/Repair	Roof and Gutter System Replacment	1,3	\$1,600,000			\$1,600,000			\$1,600,000	YES
								\$0			\$0	
								\$0			\$0	
								\$0			\$0	

\*Total Project Cost includes funding from all sources

**TOTAL MAINTENANCE, REPAIR & RENOVATION PROJECTS    \$    6,800,000                                    \$0 \$                                    - \$    6,800,000**

**REMODELING, NEW CONSTRUCTION, REPLACEMENT & ACQUISITION PROJECTS**

PRIORITY #	INITIAL REQUEST YEAR	PROJECT TYPE	PROJECT TITLE (include Site)	SITE No.	2024-2025	2025-2026	2026-2027	THREE YEAR TOTAL	TOTAL PRIOR APPROP	LOCAL FUNDS	TOTAL PROJECT COST*	ON APPROVED SURVEY?
1	2,023	Remodel	Site #1 Multipule Bldg.'s 07,08, 15, 16, 17 survey 1.020	1	\$1,000,000			\$1,000,000			\$1,000,000	YES
2	2,022	Remodel	Site #1 Bldg. 19 Welding Renovation	1	\$952,147			\$952,147			\$952,147	YES
3	2,022	Remodel	Site #3 Bldg. 03 Classrooms/Renovation	3	\$500,000			\$500,000			\$500,000	YES

\*Total Project Cost includes funding from all sources

**TOTAL REMODELING, NEW CONSTRUCTION, REPLACEMENT & ACQUISITION PROJECTS    \$2,452,147                                    \$0                                    \$0 \$    2,452,147**

**GRAND TOTAL OF ALL PROJECTS    \$    9,252,147    \$                                    - \$                                    - \$    9,252,147**

**AGENDA ITEM: X.H.**

**Write-Off of Uncollectible Accounts  
FY 2022-2023**

The College requests permission to write-off uncollectible accounts receivable. All efforts to identify and collect the receivables have been exhausted. These are accounts that have been delinquent for two years or are \$20.00 and under and have been delinquent for one year.

**Write-Off  
Fiscal Year 2022-2023**

**Financial Aid (Pell, FSAG) Overpayments, Scholarship Cancellations**

Student Name	Date of Charge	Term	Amt. of Charge	Code	SID#
Pharoah Baker	12/11/19	202010	\$ 617.76	AEE	20028727
Jacob D. Barnett	11/08/19	202010	\$ 523.89	AEE	20027161
Chelsie Bielinski	12/11/19	202010	\$ 1,480.02	AEE	20012530
Doug Bradley	10/10/19	202010	\$ 306.30	AEE	20031361
Clarissa Elixson	08/06/19	201930	\$ 863.20	AEE	20023363
Lilliana Gonzalez	10/23/19	202010	\$ 1,436.00	AEE	20031719
Evette Greene	08/19/19	201930	\$ 69.09	AEE	20029705
Savannah Grose	12/12/19	202010	\$ 1,930.00	AEE	20031714
Cajaira Hall	12/11/19	202010	\$ 252.85	AEE	20020224
Charles Hart	05/02/19	201920	\$ 2,055.04	AEE	20026140
Kasey Henderson	12/05/18	202010	\$ 414.01	AEE	20018447
Ashlin Hercerg	12/11/19	202010	\$ 330.00	AEE	20026583
Felicia King	12/12/19	202010	\$ 623.00	AEE	20022936
Barbara Kirkland	12/12/19	202010	\$ 1,243.00	AEE	20008921
Kelsey Knea	12/11/19	202010	\$ 1,663.00	AEE	20029522
Brandon Lagodny	12/11/19	202010	\$ 309.00	AEE	20021977
Dalton McCall	12/11/19	202010	\$ 379.00	AEE	20020595
Jordan Owens	12/12/19	202010	\$ 650.66	AEE	20032097
Sierra Parker	12/12/19	202010	\$ 1,198.00	AEE	20030269
Kodie Richardson	12/16/19	202010	\$ 1,033.20	AEE	20031107
Quentina Richardson	12/12/19	202010	\$ 1,009.00	AEE	10051509
Jacques Taylor	12/12/19	202010	\$ 1,321.00	AEE	20009588

**Total FA Overpayments** **\$ 19,707.02**

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**Library Materials**

Student Name	Loan Due Date	Term	Amt. of Charge	Code	SID#
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**Total Library Materials** **\$ -**

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**Financial Aid Bookslips/Bookstore Rental Replacements**

Student Name	Date of Charge	Term	Amt. of Charge	Code	SID#
Evette Greene	05/14/19	201930	\$ 427.71	AEE	20029705
Cajaira Hall	09/04/19	202010	\$ 373.15	AEE	20020224

**Total FA Bookslips** \$ **800.86**

**Tuition**

Student Name	Date of Charge	Term	Amt. of Charge	Code	SID#
James Henry II	09/18/19	202010	\$ 420.95	AEE	20031777

**Total Tuition** \$ **420.95**

**Return Checks - NSF**

Student Name	Date of Charge	Term	Amt. of Charge	Code	SID#
--------------	----------------	------	----------------	------	------

**Total Return Checks -NSF** \$ **-**

CODES

DEC - DECEASED

AEE - ALL EFFORTS EXHAUSTED

TSL - TO SMALL FOR LITIGATION

EXP - EXECUTION PROOF NO ASSETS

SKP - SKIPPED - UNABLE TO LOCATE

Total Write-Offs  
Fiscal Year 20/21

Dorm Charges	\$ -
Financial Aid Overpayments	\$ 19,707.02

Return Checks and Return Check Charges	\$	-
Library Materials	\$	-
Financial Aid Book Slips	\$	800.86
Tuition	\$	420.95

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**Total Write-Off Amount** **\$ 20,928.83**

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**AGENDA ITEM: X.I.**

**Budget Amendment Number Nine (9)  
Restricted Current Fund (Fund 2)  
Fiscal Year 2022-23**

The College requests approval of *Budget Amendment Number Nine (9) 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 : NINE

X

FISCAL YEAR: 2022-2023

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

Fund Name	Fund #	Amount	Explanation
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(1) CHANGE IN FUND BALANCE:

	Current Budget	Increase	Decrease	Revised Budget
Beginning Fund Balance	236,657.29	\$	\$	\$ 236,657.29
Budgeted Revenues		0.00		-
Budgeted Expenditures		10,460.00	(10,460.00)	20,920.00
Ending Fund Balance	\$ 236,657.29	\$	(10,460.00) \$	\$ 215,737.29

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.J.**

**Budget Amendment Number Nine (9)  
Capital Outlay Plan for Unexpended Plant Fund (7) Budget  
Fiscal Year 2022-2023**

We are requesting approval of Fund 7 budget amendment Nine (9) which has been revised so the report reflects actual revenue, revised budgeted expenditures, actual expenses, and updated projects through May 15, 2023.

FLORIDA GATEWAY COLLEGE  
 FISCAL YEAR 2022-2023  
 CAPITAL OUTLAY PLAN FOR UNEXPENDED PLANT FUND (FUND 7)  
 As of May 15th, 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	1,450.00	195.00	395,719.52	0.00	8,674,747.52
Less: Expenditures	50,867.00	675,324.55	0.00	437,261.28	869,448.69	2,032,901.52
Ending Fund Balance	<b>8,226,516.00</b>	<b>212,554.82</b>	<b>67,742.94</b>	<b>635,833.54</b>	<b>4,388,246.18</b>	<b>13,530,893.48</b>
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	1,807,504.00					1,807,504.00
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					133,283.76	133,283.76
721140 Building 8 & 9					4,254,962.42	4,254,962.42
709200 Local Funds Capital Outlay		212,554.82				212,554.82
720000 CO & DS			67,742.94			67,742.94
Roadways & walkways						
Life-Safety Corrections						
730050 Capital Improvement Fee				555,762.33		555,762.33
Performance Contract Payments						
730070 Capital Improvement Fee - PSAV				80,071.21		80,071.21
Renovations/Remodeling of Facilities						
Equipment for PSAV programs						
Technology Enhancements						
<b>Total</b>	<b>8,226,516.00</b>	<b>212,554.82</b>	<b>67,742.94</b>	<b>635,833.54</b>	<b>4,388,246.18</b>	<b>13,530,893.48</b>

CERTIFIED AS  
 APPROVED BY  
 BOARD:

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

**AGENDA ITEM: X.K.**

**Budget Amendment to move funds from  
Unrestricted Current Fund (Fund 1) to (Fund 7) Capital Funds  
Fiscal Year 2022-2023**

*The College requests approval to move funds from Fund One (1) Current Unrestricted to Fund Seven (7) Capital Funds, in order to replace PECO funding which has not been awarded from the state in the past two years. This money is necessary for capital improvement projects in and around campus. If approved this transfer will take place before June 30, 2023.*





**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**

**Annual Review of Florida Gateway College Mission Statement**

The College requests annual Board approval of the FGC Mission Statement. The statement was last reviewed and approved on June 16, 2022.

**The mission statement is:**

*“The mission of Florida Gateway College is to provide superior instruction, nurture individual development, and enrich the community through affordable, quality higher education programs and lifelong learning opportunities”*



***BOARD OF TRUSTEES MEETINGS 2023-2024***

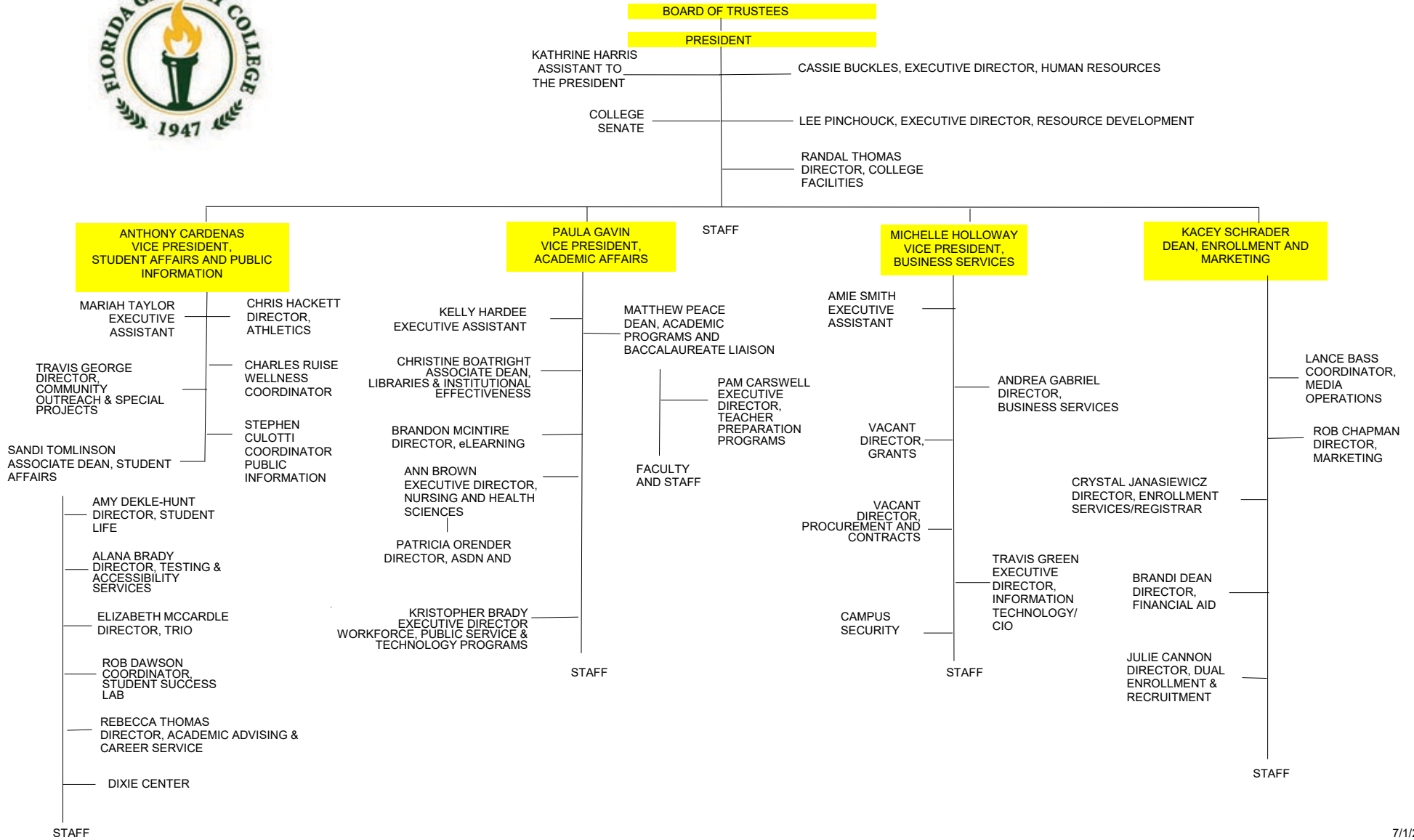
<i>Date</i>	<i>Time</i>	<i>Location</i>
August 10, 2023	5:00 pm	Florida Gateway College Board Room
September 14, 2023	5:00 pm	Florida Gateway College Board Room
October 12, 2023	5:00 pm	Florida Gateway College Board Room
November 9, 2023	5:00 pm	Florida Gateway College Board Room
January 11, 2024	5:00 pm	Florida Gateway College Board Room
February 8, 2024	5:00 pm	Dixie County Public Library 16328 SE Highway 19 Cross City, FL 32628
March 14, 2024	5:00 pm	Baker County Location-TBD
April 11, 2024	5:00 pm	Florida Gateway College Board Room
May 9, 2024	4:00 pm / Workshop 5:00 pm / Regular Meeting	Florida Gateway College <i>Workshop:</i> Wilson S. Rivers Library & Media Center- Room 102 <i>Regular Meeting:</i> Board Room
June 13, 2024	4:00 pm / Workshop 5:00 pm / Regular Meeting	Florida Gateway College <i>Workshop:</i> Wilson S. Rivers Library & Media Center- Room 102 <i>Regular Meeting:</i> Board Room

**No meetings are scheduled for July or December.**



# FLORIDA GATEWAY COLLEGE

AGENDA ITEM: XLD.



**AGENDA ITEM: XII.A.**

**Other Business-Personnel Matters**

A. The Board completed and reviewed the President's evaluation in April and Ms. Meagan Logan presented the results at the May Board meeting. Ms. Logan will discuss the prepared requested modifications and/or amendments to the President's contract. Potential action requested.



**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.*

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