



DISTRICT BOARD OF TRUSTEES AGENDA

**DATE & TIME:
AUGUST 10, 2023**

**5:00 PM- REGULAR MEETING
LOCATION:
FLORIDA GATEWAY COLLEGE
BOARD ROOM, ADMINISTRATION BLDG. 001
LAKE CITY, FL**



FLORIDA GATEWAY COLLEGE

MISSION STATEMENT

Approved by the Board of Trustees on June 16, 2022

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

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

Goal 1 Success

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

Objectives:

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

Goal 2 Engagement

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

Objectives:

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

Goal 3 Academics and Lifelong Learning

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

Objectives:

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

Goal 4 Assessment, Accountability, and Improvement

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

Objectives:

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

Goal 5 Institutional Resource Development

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

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

Goal 6 Access

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

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

**FLORIDA GATEWAY COLLEGE
DISTRICT BOARD OF TRUSTEES
August 10, 2023
5:00 pm, Regular Meeting
FGC Administration Building, Board Room**

- I. Call to Order
- II. Pledge of Allegiance
- III. Audience of Any Citizen

The FGC Board of Trustees will hear any citizen who wishes to address the Board, on a one time basis, pertaining to a relevant topic. If the Board wishes to hear more about the topic, that topic will be scheduled for a future Board Meeting. Each speaker is limited to three minutes and the time dedicated to this topic will not exceed twenty minutes.
- IV. A. *Board Annual Reorganization {Board Chair}
- V. *Approval of Board Minutes
 - A. *June 8, 2023- Workshop
 - B. *June 8, 2023-Regular meeting
- VI. Student Government Report {SGA Representative}
 - A. General Information
- VII. *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. *Approval of New Courses
 - E. *Approval of Program Changes
 - F. *New Policy 6Hx12:3-24 Volunteers
- VIII. Academic Affairs {P. Gavin}
 - A. General Information
- IX. Student Affairs and Public Information {A. Cardenas}
 - A. General Information
- X. Enrollment and Marketing {K. Schrader}
 - A. General Information

FGC Board of Trustees

August 10, 2023

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- XI. Business Services Report {M. Holloway}
 - A. General Information
 - B. *Budget Amendment Number One (1) Restricted Current Fund (Fund 2) Fiscal Year 2023-2024
 - C. *Budget Amendment Number One (1) Capital Outlay Plan for Unexpended Plant Fund (7) Budget Fiscal Year 2023-2024

- XII. President's Report {L. Barrett}
 - A. General Information
 - B. *Approve Board Calendar

- XIII. Other Business {M. Logan}
 - A. *Personnel Matters-President's Contract

- XIV. Topics for future meetings

- XV. Inspect Warrant Register

- XVI. Set Time for the Next Meeting

Date: September 14, 2023

Time: 5:00 pm / Regular Meeting

Florida Gateway College Board Room

Administration Bldg. 1

*Denotes Board of Trustees' action items

AGENDA ITEM: IV.A.

**Report of Organization
District Board of Trustees**

June 8, 2023

Florida Gateway College District Board of Trustees

In compliance with Section 1001.61(4), Florida Statutes, the Florida Gateway College District Board of Trustees met on the above date to complete its organization as follows:

Mr. David Crawford

was elected Chairperson

Ms. Renae Allen

was elected Vice-Chairperson

President

Chairperson of the Board

NOTE: One copy to be filed with the Chancellor of the Florida College System within two (2) weeks after the date of organizational meeting of the Board of Trustees.

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

Wilson S. Rivers Library and Media Center
Building 200, Room 102
June 8, 2023

Board of Trustees Present:

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

Board of Trustees absent: Mr. Chuck Brannan, Dr. Jim Surrency, and Mr. Lindsey Lander were absent.

Welcome

Dr. Barrett welcomed Trustees and started the meeting at 4:10 p.m., in Room 102 of the Wilson S. Rivers Library and Media Center of Florida Gateway College.

2023-2024 College Budget Presentation

Vice President Holloway presented the 2023-2024 college budget. The discussion included the budget highlights, again no increase in tuition and fees, salary changes, 5% raise for full-time faculty and staff as well as adjustments for those under \$15 an hour, increase in healthcare premiums starting January 2024, 2-3 new staff positions, and various position upgrades and increases.

President's Evaluation

Ms. Meagan Logan reviewed Dr. Barrett's evaluation with the Board.

Challenges, Opportunities Discussion

Dr. Barrett and the Board discussed current challenges and opportunities for Florida Gateway College.

Dr. Barrett informed the board that Ebbie Harris will be moving to a new position, Coordinator of Procurement and Contracts.

Adjournment

There being no further business, the workshop was adjourned at 4:45 pm.

Items provided to the Board at the Workshop:

Board Study Session Agenda

Budget PowerPoint Presentation

David Crawford, Board Chair

Lawrence Barrett, Secretary

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

June 8, 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 June 8, 2023 at 5:06 p.m. by Chairperson David Crawford.

Board member's Mr. Chuck Brannan, Dr. Jim Surrency, and Mr. Lindsey Lander were absent.

All votes were unanimous unless stated otherwise.

II. Pledge of Allegiance

Ms. Renae Allen 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 May 11, 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
- C. * Surplus Property
- D. * 2022-2023 Equity Report
- E. *Revised Policy 6Hx12:6-04 Employee/Retiree Fee Scholarships

Ms. Suzanne Norris made a motion to approve the Consent Agenda consisting of items "A" through "E". Dr. Miguel Tepedino seconded the motion and the motion carried unanimously on a voice vote.

VII. Academic Affairs

Dr. Paula Gavin, Vice President of Academic Affairs was absent so Ms. Ann Brown gave her report. She started the report by saying that our Education Preparatory Instructor Program is being converted to college credit to better the needs of the community. The

Elementary Education Program welcomed guest speaker Leigh Ann Norris to two courses on Wednesday June 7th, Ms. Norris was a 2020 Florida Teacher of the Year finalist and will be conducting a STEAM (Science, Technology, Engineering, Arts and Mathematics) workshop with the students. The Second Chance Pell students took the Civic Literacy Examination (FCLE) that is required for their degrees with 94% of the students passing. Florida Gateway Colleges passing rate is currently 74% which is an increase from 65% last October, the statewide rate is 80%.

Ms. Ann Brown continued the report by saying our History and Political Science instructors are continuing to hold FCLE review sessions every semester to increase student preparedness. In addition, the AMH 2020 and POS 1041 courses are integrating and incentivizing preparation for and passing the FCLE during the course this summer. Students are more likely to pass while the information learned in the courses is fresh. State law requires that all degree seeking students pass the FCLE, AP or CLEP exam prior to graduation.

Our most recent Corrections class finished on May 25th with a 100% pass rate. We also just received our new CDL truck, thank you to Werner Trucking and the Board for helping make that possible.

Lastly, at the end of the month Caleb Dumas our FL skills USA HVAC Post-Secondary Champion will travel with instructor Alec Elman to compete in the national tournament as a member of the Florida Delegation. We currently have a 100% passing rate for our students on the NCLEX for our May Associates Degree in Nursing.

VIII. Student Affairs and Public Information

Mr. Anthony Cardenas, Vice President of Student Affairs and Public Information started his report by saying that our Student Government Association had four members of its executive board make the Florida College System All-Academic Team. In order to qualify you needed a GPA of 3.3 or higher and take a minimum of 18 credits throughout the year. Kayla Desmartin, Kyla Desmartin, Amari Murphy, and Torara Lyles. In residence life we have received 86 applications to live on campus next year, 74% of those are females.

He continued his report by stating our summer camps are underway this week, we hosted Basketball and Theater camps, Esports and Running camps start next week. We have 166 registered children for these camps. We have 65 students registered for in person NSO this August and we expect this number to increase. Orientation dates are August 1st, August 10th, and August 18th.

Mr. Cardenas reported for the Public Information Office, there have been two press releases this month. We have had media coverage from the Lake City Reporter, WCJB TV 20, and News4Jax WJXT. They were on campus six times since our last Board meeting. The majority of these reports were on our women's flag football team.

Lastly, our Women's Flag Football made history on May 20th by winning the Inaugural NJCAA National Championship over Heston College by a score of 20 to 0, they finished the season with 15 wins and 1 loss.

IX. Enrollment and Marketing

Ms. Kacey Schrader, Dean of Enrollment and Marketing was absent this meeting.

X. Business Services

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

A. General Information

B. *Student Activities Budget 2023-2024

Ms. Suzanne Norris made a motion to approve the Student Activities Budget 2023-2024. Ms. Renae Allen seconded the motion and the motion carried unanimously.

C. *Scholarship Plan 2023-2024

Dr. Miguel Tepedino made a motion to approve the Scholarship Plan 2023-2024. Ms. Kathryn McInnis seconded the motion and the motion carried unanimously.

D. *Student Fee Schedule Fiscal Year 2023-2024

Ms. Kathryn McInnis made a motion to approve the Student Fee Schedule Fiscal Year 2023-2024. Ms. Suzanne Norris seconded the motion and the motion carried Unanimously.

E. *Approval of Foundation for Florida Gateway College Budget

Ms. Kathryn McInnis made a motion to approve the approval of Foundation for Florida Gateway College Budget. Ms. Renae Allen seconded the motion and the motion carried unanimously

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

Dr. Miguel Tepedino made a motion to approve the Operating Budget, FY 2023-2024 Current Fund Unrestricted (Fund 1). Ms. Kathryn McInnis seconded the motion and the motion carried unanimously

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

Ms. Renae Allen made a motion to approve the Florida College System Capital Improvement Plan and Legislative Budget Request FY 2024-2025 through FY 2026-2027. Ms. Suzanne Norris seconded the motion and the motion carried unanimously

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

Ms. Suzanne Norris made a motion to approve the Write off of Uncollectible Accounts FY 2022-2023. Ms. Renae Allen seconded the motion and the motion carried unanimously

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

Dr. Miguel Tepedino made a motion to approve the Budget Amendment Number Nine (9) Restricted Current Fund (Fund 2) Fiscal Year 2022-2023. Ms. Suzanne Norris seconded the motion and the motion carried unanimously

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

Ms. Kathryn McInnis made a motion to approve the Budget Amendment Number Nine (9) Capital Outlay Plan for Unexpected Plant Fund (7) Fiscal Year 2022-2023. Ms. Suzanne Norris seconded the motion and the motion carried unanimously

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

Ms. Suzanne Norris made a motion to approve the Budget Amendment to move funds from Unrestricted Current Fund (fund 1) to (Fund 7) Capital Funds Fiscal Year 2022-2023. Ms. Renae Allen seconded the motion and the motion carried unanimously

XI.

President's Report

Dr. Barrett began his report by giving updates from Ms. Kacey Schrader. We are down 2% for credit hours for summer and down 5% for headcount. For Fall we have 907 students compared to 1,012 last year at this time which is a 2% decrease, also we are down 7% in credit hours for Fall semester.

He thanked everyone attending and helping at the Gala on May 20th. There will be a theater performance of SpongeBob the Musical from June 22nd- June 25th. He continued by adding that there are renovations going on in the nursing building and the roads at the Olustee campus are being paved. Regarding the Allen and Grace Harder innovations simulation building we are hoping to go out to bid in December or January for that.

Dr. Barrett ended his report by going over some new programs. We are working on establishing an Associate's Degree in Fire Science, Bachelor's Degree in Business Administration, Bachelor's Degree in EMS, Apprenticeship Program for Teacher Education, and lastly a Manufacturing Engineering Certificate.

Dr. Barrett went over the current mission statement to review and make changes if needed.

Dr. Miguel Tepedino made a motion to approve the Current Mission Statement as it stands. Ms. Kathryn McInnis seconded the motion and the motion carried unanimously

- XIII. Topics for Future Meetings**
- XIV. Inspect Warrant Register**
- XV. Set Time for the Next Meeting**
 - August 10, 2023
 - Time: 5:00 pm Regular Meeting
 - Location Regular meeting: Florida Gateway College Board Room
 - Administration Bldg. 1

The meeting adjourned at 6:05 pm

Mr. David Crawford, Chair

Dr. Lawrence Barrett, Secretary

AGENDA ITEM: VI.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: VII.A.

Personnel Matters

- A. 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
August 10, 2023
BOARD OF TRUSTEES MEETING

RESIGNATIONS/RETIREMENTS/TERMINATIONS:

Errickson, William	Assistant Professor, Political Science (position to be filled)	06/20/2023
O'Brien, Brandi	Bursar, Business Office (position to be filled)	08/15/2023
Siff, Todd	Assistant Professor, Theater (position to be filled)	08/02/2023
Tobey, Uriah	Assistant Professor, Mathematics (position to be filled)	05/05/2023

APPOINTMENTS/REAPPOINTMENTS/REPLACEMENTS/TRANSFERS:

Bass, Lance	Coordinator, Media Operations, Full Time, Position Upgrade	07/01/2023
Berry, Becky	Coordinator, Human Resources, Full Time, Position Upgrade	07/01/2023
Boatright, Adam	Director, Enterprise Systems, Full Time, Position Upgrade	07/01/2023
Brady, Kris	Assistant Dean, Olustee & Workforce Programs, Full Time, Title change only	07/01/2023
Brown, Ann	Assistant Dean, Nursing & Health Science, Full Time, Title change only	07/01/2023
Buckles, Cassie	Executive Director, Human Resources, Full Time, Adjustment	07/01/2023
Cardenas Anthony	Vice President, Student Affairs & Public Info, Full Time, Adjustment	07/01/2023
Carswell, Pam	Assistant Dean, Teacher Prep Programs, Full Time, Title change only	07/01/2023
Cribbs, Derrill	Coordinator, Technology Services, Full Time, Position Upgrade	07/01/2023
Desmartin, Kayla	Camp Assistant, Athletics, Part-time, Temporary	06/12/2023-06/15/2023
Desmartin, Kayla	Tutor, Student Success, Part-time, Temporary	06/20/2023-08/18/2023
Donker, Jacqueline	Tutor, Adult Ed, Part-time, Temporary	08/01/2023-12/18/2023
Gabriel, Andrea	Director, Business Services, Full Time, Adjustment	06/01/2023
Gavin, Paula	Vice President, Academic Affairs, Full Time, Adjustment	07/01/2023
George, Travis	Director, Community Outreach & Special Projects, Full Time, Title change only	07/01/2023
Gore, Jordan	Student Assistant, Athletics, Part-time, Temporary	06/12/2023-06/15/2023
Granado, Zamaria	Camp Assistant, Athletics, Part-time, Temporary	06/26/2023-06/29/2023
Gwinn, Lachrisa	Director, Public Service Programs, Full Time, Position Upgrade	07/01/2023
Harrington, Lamanda	Tutor, Student Success, Part-time, Temporary	06/19/2023-08/18/2023
Harrington, Lamanda	Camp Assistant, Athletics, Part-time, Temporary	07/01/2023-07/15/2023
Harris, Kathrine	Coordinator, Procurement & Contracts, Full Time, Promotion	07/01/2023
Hartzog, John	E-Sports Head Coach, Athletics, Part-time, Temporary	08/01/2023-12/30/2023
Hernandez, Andrea	Office Assistant, Dixie Center, Par-time, Temporary	07/01/2023-12/18/2023
Holloway, Michelle	Vice President, Business Services, Full Time, Adjustment	07/01/2023
Hufty, Frank	Women's Flag Football Head Coach, Athletics, Part-time, Temporary	08/01/2023-12/30/2023
Jeffers, Emma	Student Assistant, Athletics, Part-time, Temporary	06/12/2023-06/15/2023
Jefferson, De'Andre	Camp Assistant, Athletics, Part-time, Temporary	06/05/2023-06/08/2023
Jernigan, D'Khari	Student Assistant, Athletics, Part-time, Temporary	06/05/2023-06/08/2023
Kinsel, Laura	Camp Lead, Athletics, Part-time, Temporary	07/10/2023-07/13/2023
Kinsel, Laura	Camp Assistant, Athletics, Part-time, Temporary	07/17/2023-07/20/2023
Lee, John	Project Manager, Olustee Expansion, Part-time, Temporary	07/01/2023-12/31/2023
McClain, Sierra	Student Assistant, Athletics, Part-time, Temporary	06/05/2023-06-08-2023
Morse, Ed	Men's Cross-Country Head Coach, Athletics, Part-time, Temporary	08/01/2023-12/30/2023
Morse, April	Women's Cross-Country Head Coach, Athletics, Part-time, Temporary	08/01/2023-12/30/2023
Myers, Chelsey	Coordinator Child Care, Human Resources, Part-time, Temporary	07/01/2023-12/31/2023

Ontiveros, Paulette	Office Assistant, Nursing, Part-time, Temporary	05/08/2023-08/03/2023
O'Quinn, Rylie	Residence Life Supervisor, Student Life, Part-time, Temporary	07/01/2023-12/31/2023
Perry, Camille	Student Assistant, Athletics, Part-time, Temporary	07/01/2023-07/13/2023
Perry, Camille	Student Assistant, Athletics, Part-time, Temporary	07/17/2023-07/20/2023
Pinchouck, Lee	Executive Director, Resource Development, Full Time, Adjustment	07/01/2023
Rambo, Margaret	Camp Assistant, Athletics, Part-time, Temporary	06/12/2023-06/15/2023
Roberts, Kristeen	Director, Clinical Experience, Full Time, Departmental Restructure	07/01/2023
Ruise, Charles	Men's Basketball Head Coach, Athletics, Part-time, Temporary	08/01/2023-12/30/2023
Schide, Hailey	Student Assistant, Athletics, Part-time, Temporary	06/05/2023-06/08/2023
Schrader, Kacey	Dean, Enrollment & Marketing, Full Time, Adjustment	07/01/2023
Sheehan, Lleyton	Tutor, Student Success, Part-time, Temporary	07/01/2023-08/18/2023
Smith, Amie	Assistant to President, Presidents Office, Full Time, Promotion	07/01/2023
Thomas, Randy	Director, Facilities, Full Time, Adjustment	07/01/2023
Webb, Sandra	Director, Testing & Remediation, Full Time, Department Restructure	07/01/2023
Williams, Jimmy	Women's Softball Head Coach, Athletics, Part-time, Temporary	08/01/2023-12/30/2023
Wilson, Shawana	Cheerleading Coach, Athletics, Part-time, Temporary	08/01/2023-12/30/2023

STUDENTS:

Biarrieta, Kevin	Student Assistant, Library, Part-Time, Temporary	05/02/2023-08/03/2023
Thomas, Kristen	Student Assistant, Recruitment & Communications, Part-Time, Temporary	05/08/2023-08/11/2023

ADJUNCT FACULTY/OVERLOAD CONTRACTS:

See attached pages

Primary Instructor	CRN	Course Number and Section	Course Title	Credits	Part of Term	Start Date	End Date
Agyare, Stephen	30130	OVERLOAD-HIM 1433-O11	Human Diseases	3	B6	6/21/2023	8/2/2023
Agyare, Stephen	30131	OVERLOAD-HSC-2531-O11	Medical Terminology	3	B6	6/21/2023	8/2/2023
Akey, Maureen	30296	BSC 2010C 013	General Biology I with Lab	4	B6	6/21/2023	8/2/2023
Appling, Troy	30054	ENC 1102 013	Freshman Composition II	3	B6	6/21/2023	8/2/2023
Aylor, Wayne	VAR	Varies	Fire I & II	0	N/A	7/1/23	12/31/23
Bacon, Jordan	VAR	Varies	Fire I & II	0	N/A	7/1/23	12/31/23
Baker, Michael	30071	CRW 2001 H01	Creative Writing	3	B6	6/21/2023	8/2/2023
Barber, Lucas	VAR	Varies	Corrections	0	N/A	7/1/23	12/31/23
Barber, Lucas	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Blanchard, John	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Bledsoe, Christine	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Boice, Cheryl	30297	BSC 2011C 011	General Biology II with Lab	4	B6	6/21/2023	8/2/2023
Bonds, Christopher	VAR	Varies	Fire I & II	0	N/A	7/1/23	12/31/23
Brown, Jennifer	30286	MGF 1106 012	Mathematics for Liberal Arts I	3	B6	6/21/2023	8/2/2023
Brown, Jennifer	30293	STA 2023 013	Elementary Statistics	3	B6	6/21/2023	8/2/2023
Brown, Thomas	30359	EMS 27311C-H1J	EMS Instructor	3	N/A	5/8/23	8/11/23
Busby, William	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Calcano, Sylvia	30271	MAC 1105 012	College Algebra	3	B6	6/21/2023	8/2/2023
Carlisle, John	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Chapuseaux, Samantha	30076	SPC 2608 013	Public Speaking	3	B6	6/21/2023	8/2/2023
Clark, Lillie	VAR	Varies	Corrections	0	N/A	7/1/23	12/31/23
Co, Lisa	30159	ARH 2051 H01	Art History: Renaiss to Modern	3	B6	6/21/2023	8/2/2023
Cobb, Elizabeth	30050	ENC 1101 018	Freshman Composition I	3	B4	6/6/2023	7/5/2023
Cobb, Elizabeth	30055	ENC 1102 014	Freshman Composition II	3	C4	7/6/2023	8/2/2023
Corris, Dylan	VAR	Varies	Fire I & II	0	N/A	7/1/23	12/31/23
Coulette, Barry	VAR	Varies	Fire I & II	0	N/A	7/1/23	12/31/23
Coulton-Buskohl, Mary	30344	HUN 1201-O12	Human Nutrition	3	A12	5/8/2023	8/2/2023
Courtney, Scott	30169	MUL 1010 012	Music Appreciation	3	B6	6/21/2023	8/2/2023
Craig, John	30321	CHM 2045 011	General Chemistry I	3	B6	6/21/2023	8/2/2023
Craig, John	30322	CHM 2045L 012	General Chemistry I Lab	1	B6	6/21/2023	8/2/2023
Craig, John	30323	CHM 2046 001	General Chemistry II	3	B6	6/21/2023	8/2/2023
Craig, John	30324	CHM 2046L 011	General Chemistry II Lab	1	B6	6/21/2023	8/2/2023
Crews, Richard	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Damm, Johannes	VAR	Varies	Fire I & II	0	N/A	7/1/23	12/31/23
Davis, Gregory	VAR	Varies	Corrections	0	N/A	7/1/23	12/31/23
Davis, Gregory	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Davis, Melissa	30095	OVERLOAD-NUR 4837-O12	Health Care Policy & Politics	3	B6	6/21/2023	8/2/2023
Dees, Allyson	30197	SLS 2370 012	Personal Academic & Career Eng	3	B6	6/21/2023	8/2/2023
Deese, John	VAR	Varies	Corrections	0	N/A	7/1/23	12/31/23
Deese, John	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Denson, Japera	30132	OVERLOAD-HSC-2531-O12	Medical Terminology	3	A6	5/8/2023	6/20/2023
Dickinson, Paul	30350	EMS 1431C-O1J	EMT Hos Field Exper	0	N/A	5/8/23	8/11/23
Dickinson, Paul	30419/30420/ 320421/30422	WFHX0003- m01/m02/m03/m04	CPR	0	N/A	5/8/23	8/11/23
Dickinson, Paul	30352	EMS 2272C-O1J	Paramedic II	0	N/A	5/8/23	8/11/23
Docherty, Joanne	30157	WOH 2022 011	World History II	3	B6	6/21/2023	8/2/2023
Driggers, Rodney	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Esona, Sonja	30272	MAC 1114 001	Trigonometry	3	B6	6/21/2023	8/2/2023
Esona, Sonja	30281	MAT 1033 003	Intermediate Algebra	4	B6	6/21/2023	8/2/2023
Fair, Brian	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Faircloth, Adam	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Fink, Tom	VAR	Varies	Fire I & II	0	N/A	7/1/23	12/31/23
Foote, Shayne	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Fortner, Brittany	30350	EMS 1431C-O1J	EMT Hos Field Exper	0	N/A	5/8/23	8/11/23
Fortner, Brittany	30355	EMS 2436-O1J	Paramedic II Clinical	0	N/A	5/8/23	8/11/23
Fortner, Jerry	30352	EMS 2437L-O1J	Paramedic III Clinical	0	N/A	5/8/23	8/11/23
Givvines, James	30337	PHY 2054C H01	General Physics II	4	B6	6/21/2023	8/2/2023
Givvines, James	30338	PSC 1341 011	Physical Science	3	B6	6/21/2023	8/2/2023
Gordon, Melaney	30080	OVERLOAD-PHT 2810L-031	Physical Therapy Clinical Practice II	5	B6	6/5/2023	7/28/2023
Green, Joshua	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Griffis, John	VAR	Varies	Corrections	0	N/A	7/1/23	12/31/23
Griffis, John	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Gwinn, Lachrisa	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Hancock, John	VAR	Varies	Corrections	0	N/A	7/1/23	12/31/23
Hernandez, Caryl	30070	SPN 1121 011	Elementary Spanish II	4	B6	6/21/2023	8/2/2023
Heston, Keith	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Higdon, Tracey	VAR	Varies	Fire I & II	0	N/A	7/1/23	12/31/23
Hooper, James	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Horton, Gayle	30174	PHI 2010 013	Introduction to Philosophy	3	B6	6/21/2023	8/2/2023
Howell, Wade	30178	PHI 2600 014	Ethics	3	B6	6/21/2023	8/2/2023
Hughes, Mark	VAR	Varies	Fire I & II	0	N/A	7/1/23	12/31/23
Jimenez, Juan	VAR	Varies	Fire I & II	0	N/A	7/1/23	12/31/23
Johnson, Denise	30208	PSY 2012 016	General Psychology I	3	B6	6/21/2023	8/2/2023
Johnston, Sandra	30201	DEP 2004 014	Human Growth & Development	3	B6	6/21/2023	8/2/2023
Johnston, Sandra	N/A	N/A	Perkins Grant Stipend	N/A	N/A	N/A	N/A
Jones, Karen	30026	SPN 1121 05P	Elementary Spanish II	4	B6	6/21/2023	8/2/2023
Kalaf, John	30350	EMS 1431C-O1J	EMT Hos Field Exper	0	N/A	5/8/23	8/11/23
Kalinowski, Kelly	OVERLOAD	Lab & Simulation Coverage		A12	5/8/2023	8/2/2023	
Kane, Mustapha	30327	GLY 1001 013	Earth Science	3	B6	6/21/2023	8/2/2023
Kane, Mustapha	30328	GLY 1001 014	Earth Science	3	B6	6/21/2023	8/2/2023
Kelley, Madeleine	30339	NUR 2261C-071	Transition to Adult Health II	11.5	A12	5/20/2023	8/2/2023
Kelsey, Cianitra	30360	NUR 2241C-001	Nursing Process II	12	A12	5/22/2023	8/2/2023

Kelsey, Clanitra	30391	NUR 2241C-002	Nursing Process II	12	A12	5/22/2023	8/2/2023
Lane, Jessica	30360	NUR 2241C-001	Nursing Process II	12	A12	5/16/2023	8/2/2023
Lane, Jessica	30391	NUR 2241C-002	Nursing Process II	12	A12	5/16/2023	8/2/2023
Latimer, Joshua	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Lee, Martin	VAR	Varies	Adv training LAW	0	N/A	7/1/23	12/31/23
Lee, Martin	VAR	Varies	Adv Training COR	0	N/A	7/1/23	12/31/23
Lee, Martin	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Leinas, Ina	30355/30356	EMS 2436L-01J/ 2437L-01J	Paramed II/III Clinical	0	N/A	5/8/23	8/11/23
Lewis, Kyle	VAR	Varies	Fire I & II	0	N/A	7/1/23	12/31/23
Lombo, Doris	30307	BSC 2085 0I4	Anatomy & Physiology I	3	B6	6/21/2023	8/2/2023
Lombo, Doris	30308	BSC 2085L H02	Anatomy & Physiology I Lab	1	B6	6/21/2023	8/2/2023
Lombo, Doris	30315	BSC 2086 0I3	Anatomy & Physiology II	3	B6	6/21/2023	8/2/2023
Lombo, Doris	30316	BSC 2086L H72	Anatomy & Physiology II Lab	1	B6	6/21/2023	8/2/2023
Love, Patricia	30098	OVERLOAD-NUR 4636C-011	Community Health Clinical	1	B6	6/21/2023	8/2/2023
Love, Patricia	30099	OVERLOAD-NUR 4636C-012	Community Health Clinical	1	B6	6/21/2023	8/2/2023
Lowrey, Kelly	VAR	Varies	Corrections	0	N/A	7/1/23	12/31/23
Lussier, Todd	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Markwich, Jody	30347/30349	EMS 0110-01J/0119L-01J	EMT	0	N/A	5/8/23	8/11/23
Matthews, Jimmie	30347/30349	EMS 0110-01J/0119L-01J	EMT	0	N/A	5/8/23	8/11/23
Maxwell-White, Delia	30341	NUR 1213C-001	Nursing Process I	10	A12	5/11/2023	8/2/2023
Maxwell-White, Delia	30390	NUR 1213C-002	Nursing Process I	10	A12	5/11/2023	8/2/2023
McKinnon, Joseph	VAR	Varies	Commercial Truck Drive	0	N/A	7/1/23	12/31/23
McLaughlin, Caitlin	VAR	Varies	Corrections	0	N/A	7/1/23	12/31/23
McLaughlin, Caitlin	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
McLaughlin, Christine		OVERLOAD	PTA Boot Camp		A6	5/16/2023	7/5/2023
McLaughlin, Christine	30080	OVERLOAD-PHT 2810L-031	Physical Therapy Clinical Practice II	5	B6	6/5/2023	7/28/2023
McMahon, Sean	30147	AMH 2020 0I5	U.S. History from 1865	3	B6	6/21/2023	8/2/2023
Milligan, Felecia	30340	PRN 1381C-001	Med Surge Life Span I	10	A12	5/17/2023	8/2/2023
Milligan, Robert	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Mimbs, Timothy	30060	GEB 1949 0I1	Business Internship	2	B6	6/21/2023	8/2/2023
Mimbs, Timothy	30065	MAR 2011 0I1	Principles of Marketing	3	B6	6/21/2023	8/2/2023
Mimbs, Timothy	30068	SBM 2000 0I1	Small Business Management	3	B6	6/21/2023	8/2/2023
Montemoun, Matthew	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Mora, Pedro	30283	MAT 1033 0I2	Intermediate Algebra	3	B6	6/21/2023	8/2/2023
Mora, Pedro	30287	MGF 1107 0I1	Mathematics for Liberal Arts II	3	B6	6/21/2023	8/2/2023
Mora, Pedro	30487	MAC 2311 050	Calculus I	4	C4	7/6/2023	8/2/2023
Morrison, Kevin	VAR	Varies	Corrections	0	N/A	7/1/23	12/31/23
Morrison, Kevin	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Nordmeyer, Denise	30269	MAC 1105 002	College Algebra	3	B6	6/21/2023	8/2/2023
Norris, Rick	VAR	Varies	Fire I & II	0	N/A	7/1/23	12/31/23
Norris, Thomas	VAR	Varies	Corrections	0	N/A	7/1/23	12/31/23
O'Connell, Brian	30350	EMS 1431C-01J	EMT Hos Fieold Exper	0	N/A	5/8/23	8/11/23
Pardo, Gabriel	30317	BSC 2086 0I4	Anatomy & Physiology II	3	B6	6/21/2023	8/2/2023
Pardo, Gabriel	30318	BSC 2086L H02	Anatomy & Physiology II Lab	1	B6	6/21/2023	8/2/2023
Parker, Christopher	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Picklo, Andrew	30350	EMS 1431C-01J	EMT Hos Field Exper	0	N/A	5/8/23	8/11/23
Picklo, Andrew	30355	EMS 2436-01J	Paramedical II Clinical	0	N/A	5/8/23	8/11/23
Polk, Austin	30353	EMS 2273C-01J	Paramedic III	5	N/A	5/8/23	8/11/23
Polk, Austin	30355	EMS 2436-01J	Paramedical II Clinical	0	N/A	5/8/23	8/11/23
Poteat, Richard	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Ray, Melissa	30042	ENC 0025 0I1	Principles of Writing	3	B6	6/21/2023	8/2/2023
Rhoden, Haley	30360	NUR 2241C-001	Nursing Process II	12	A6	5/15/2023	6/15/2023
Richardson, David	30347/30349	EMS 0110-01J/0119L-01J	EMT	0	N/A	5/8/23	8/11/23
Richardson, David	30347/30349	EMS 0110-01J/0119L-01J	EMT	6	N/A	5/8/23	8/11/23
Rivera, Rebecca	30036	ASL 1150 0I2	American Sign Language II	4	B6	6/21/2023	8/2/2023
Roberts, Olivia	VAR	Varies	Corrections	0	N/A	7/1/23	12/31/23
Roberts, Olivia	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Robinson, Ashley	30355	EMS 2436-01J	Paramedical II Clinical	0	N/A	5/8/23	8/11/23
Robinson, Scott	30352	EMS 2272C-01J	Paramedic II	3	N/A	5/8/23	8/11/23
Robinson, Scott	30355	EMS 2436L-01J	Paramedic II Clinical	0	N/A	5/8/23	8/11/23
Rogers, Daloun	VAR	Varies	Corrections	0	N/A	7/1/23	12/31/23
Rogers, Daloun	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Rogers, Elizabeth	30051	ENC 1101 0I9	Freshman Composition I	3	B6	6/21/2023	8/2/2023
Rogers, Elizabeth	30077	ENC 1102 H02	Freshman Composition II	3	B6	6/21/2023	8/2/2023
Rooney, Michael	VAR	Varies	Corrections	0	N/A	7/1/23	12/31/23
Rooney, Michael	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Scaggs, Timothy	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Sepulveda, Robert	VAR	Varies	Corrections	0	N/A	7/1/23	12/31/23
Sepulveda, Robert	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Shriener, Duston	VAR	Varies	Fire I & II	0	N/A	7/1/23	12/31/23
Skinner, Zach	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Smith, Andrea	30194	SLS 1105 0I5	Skills for College Success	2	B6	6/21/2023	8/2/2023
Smith, Frederick	30165	HUM 2020 0I5	Introduction to the Humanities	3	B6	6/21/2023	8/2/2023
Smith, Frederick	30167	HUM 2020 0I7	Introduction to the Humanities	3	B6	6/21/2023	8/2/2023
Sprenger, Audrey	30211	SYG 1000 0I3	Intro to Sociology	3	B6	6/21/2023	8/2/2023
Spurlock, Pete	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Stafford, Kenneth	VAR	Varies	Corrections	0	N/A	7/1/23	12/31/23
Stafford, Kenneth	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Stapleton, Gregory	VAR	Varies	Corrections	0	N/A	7/1/23	12/31/23
Stapleton, Gregory	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Steele, Michael	VAR	Varies	Fire I & II	0	N/A	7/1/23	12/31/23
Steele, Michael	N/A	N/A	Clinical Coord	0	N/A	7/1/23	12/31/23
Steele, Michael	30347	EMS 01001-01J	EMT	3	N/A	5/8/23	8/11/23

Steele, Michael	30355	EMS 2436L-01J	Paramedica II Clinical	8	N/A	5/8/23	8/11/23
Steele, Michael	30356	EMS 2437L=01J	Paramedic III Clinical	1	N/A	5/8/23	8/11/23
Steele, Michael	30357	EMS 2456L-01J	Paramed Field Intership	4	N/A	5/8/23	8/11/23
Stewart, Joseph	30183	REL 2300 0I3	Intro to World Religions	3	B6	6/21/2023	8/2/2023
Stoeckert, Stacy	30343	HUN 1201-0I1	Human Nutrition	3	A12	5/8/2023	8/2/2023
Stringfellow, George	VAR	Varies	Fire I & II	0	N/A	7/1/23	12/31/23
Sullivan, Brett	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Tabor, Becky	30340	PRN 0381C-001	Med Surg Life Span I	3	A12	5/14/2023	8/2/2023
Tannachion, Charles	VAR	Varies	Fire I & II	0	N/A	7/1/23	12/31/23
Tannachion, Charles	30350/30355	EMS 1431C-01J/ 2436L-01J	EMT Hos Field Exp/Paramed II Clinical	0	N/A	5/8/23	8/11/23
Taylor, Wyatt	30141	AMH 2010 0I3	U.S. History to 1865	3	B6	6/21/2023	8/2/2023
Thames, Andrew	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Thames, Paula	VAR	Varies	Fire I & II	0	N/A	7/1/23	12/31/23
Thomas, John	VAR	Varies	Corrections	0	N/A	7/1/23	12/31/23
Voiz, Christopher	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Watson, Jimmy	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Wetherington, Adam	VAR	Varies	Corrections	0	N/A	7/1/23	12/31/23
Wetherington, Adam	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
White, DO, Patricia	N/A	N/A	Medical Director	0	N/A	5/8/23	8/11/23
Williams, James	30030	CJL 2101 0I1	Criminal Law	3	B6	6/21/23	8/2/23
Williams, JT	VAR	Varies	Law Enforcement	0	N/A	7/1/23	12/31/23
Woods, Daniel	30355	EMS 2436L-01J	Paramedica II Clinical	0	N/A	5/8/23	8/11/23
Wooten, Patricia	30035	ASL 1150 0I1	American Sign Language II	4	B6	6/21/2023	8/2/2023

AGENDA ITEM: VII.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: August 10, 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:** Alachua County School District
Hamilton County School District

Narrative: The College has entered into one or more Affiliation Agreements with each of the counties listed above for the 2023-2024 academic school year. These Agreements provide educational experience to the College's Teacher Preparation Program students at facilities operated by the District.

Cost: None
- 2. Second Party:** Preferred Physical Therapy - Starke, FL
Ayers Health and Rehabilitation - Trenton, FL
Baker County Health Department

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

Cost: None
- 3. Second Party:** Lake-Sumter State College - Leesburg, FL

Narrative: The College has entered into a Memorandum of Understanding (MOU) with Lake-Sumpter State College to provide baccalaureate educational opportunities for students attending Florida Gateway College in areas not offered at our campus.

Cost: None
- 4. Second Party:** Beauty Bunnies - Lake City, FL

Narrative: The College has entered into one or more Memorandums of Agreement (MOA) with each of the organizations listed above. These MOA's allow FGC students enrolled in their final semester of the Cosmetology program to obtain on-the-job training and a better understanding of the salon environment at facilities operated by these organizations.

Cost: None
- 5. Second Party:** Everything but the Mime, Inc. - Orlando, FL

Narrative: The College entered into an Agreement with Everything but the Mime, Inc. to provide Caricatures on Wednesday, August 23, 2023 and Thursday, August 24, 2023.

Cost: \$ 2,480.00

- 6. Second Party:** Optimum Water Solutions - Pittsburgh, PA
Narrative: The College entered into an Agreement with Optimum Water Solutions to provide equipment and maintenance for water fountains on campus.
Cost: None
- 7. Second Party:** Gallagher Benefit Services - Lake City, FL
Narrative: The College entered into a Piggyback Purchase Agreement with Gallagher Benefit Services for Consulting Services during a three-year term.
Cost: As Invoiced
- 8. Second Party:** Tutor.com, Inc. - New York, NY
Narrative: The College entered into an Agreement with Tutor.com, Inc. to provide customized online tutoring services for FGC students.
Cost: \$ 14,200.00
- 9. Second Party:** Graham & Sons Electric - Lake City, FL
Narrative: The College entered into an Agreement with Graham & Sons Electric to install a generator in building 22 for the dorm students.
Cost: \$ 38,999.00
- 10. Second Party:** Southern Regional Education Board - Atlanta, GA
Narrative: The College entered into an Agreement with Southern Regional Education Board (SREB) to conduct a career pathway review.
Cost: \$35,000.00
- 11. Second Party:** The Lake Doctors, Inc. - Jacksonville, FL
Narrative: The College entered into a Renewal Agreement with The Lake Doctors, Inc. to provide an underwater and floating vegetation control program.
Cost: \$ 1,320.00
- 12. Second Party:** The Lake Doctors, Inc. - Jacksonville, FL
Narrative: The College entered into a Renewal Agreement with The Lake Doctors, Inc. to provide quarterly cleaning and adjustment of the fountain.
Cost: \$ 440.00
- 13. Second Party:** O'Neal Roofing - Lake City, FL
Narrative: The College entered into an Agreement with O'Neal Roofing for the removal and replacement of gutters on building 14.
Cost: \$ 24,018.00
- 14. Second Party:** Security Safe Company, Inc. - O'Brien, FL
Narrative: The College entered into an Agreement with Security Safe Company, Inc. to provide annual alarm monitoring and service at the College's property located at 279 Jones Way, Lake City, Florida 32025
Cost: \$ 254.40
- 15. Second Party:** BetterMynd, Inc. - Buffalo, NY
Narrative: The College entered into an Agreement with BetterMynd, Inc. to provide online mental health services for FGC students.

Cost: \$ 12,000.00

16. **Second Party:** Tutor.com, Inc. - New York, NY
Narrative: The College entered into a Renewal Agreement with Tutor.com, Inc. to provide customized online tutoring services for FGC students.
Cost: \$ 14,200.00
17. **Second Party:** Utility Service of Gainesville - Gainesville, FL
Narrative: The College entered into an Agreement with Utility Service of Gainesville (USI) to furnish labor and equipment for future chilled water service at the PAC.
Cost: \$ 141,200.00
18. **Second Party:** Siemens - Jacksonville, FL
Narrative: The College entered into an Agreement with Siemens to provide consulting engineering services for building 6 chilled water piping project.
Cost: \$ 115,235.00

Short Term Contracts

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

Second Party: Barker, Ron For the Spongebob Musical production. Cost: \$ 500.00	05/29/23 – 6/25/23
Second Party: Benefield, Jennifer For the Spongebob Musical production. Cost: \$ 500.00	05/29/23 – 6/25/23
Second Party: Benefield, Jonathan For the Spongebob Musical production. Cost: \$ 700.00	05/29/23 – 6/25/23
Second Party: Carr, Riley For the Spongebob Musical production. Cost: \$ 150.00	05/29/23 – 6/25/23
Second Party: Carris, Jerome For the Spongebob Musical production. Cost: \$ 500.00	05/29/23 – 6/25/23
Second Party: Harris, David For the Spongebob Musical production. Cost: \$ 500.00	05/29/23 – 6/25/23
Second Party: Harris, Eugenie For for the Spongebob Musical production. Cost: \$ 500.00	05/29/23 – 6/25/23
Second Party: Howell, Emily For the Spongebob Musical production. Cost: \$ 700.00	05/29/23 – 6/25/23

Second Party: Jennings, Martin For for the Spongebob Musical production. Cost: \$ 600.00	05/29/23 – 6/25/23
Second Party: Manna, Carl For for the Spongebob Musical production. Cost: \$ 700.00	05/29/23 – 6/25/23
Second Party: Matheney, Allyson For for the Spongebob Musical production. Cost: \$ 150.00	05/29/23 – 6/25/23
Second Party: Price, Jacob For for the Spongebob Musical production. Cost: \$ 150.00	05/29/23 – 6/25/23
Second Party: Redding, Timothy For for the Spongebob Musical production. Cost: \$ 700.00	05/29/23 – 6/25/23

AGENDA ITEM: VII.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
August 2023
Board Meeting Date: August 10 2023**

	A	B	C	D	E
1					
2	DECAL	DESCRIPTION	PURCHASE VALUE	PURCHASE DATE	CLASS CODE
3	7522	SB560 Smart Board	1,748.00	12/15/99	1
4	8499	Smart Board SB850	1,858.00	09/23/03	1
5	7292	Whitehall E15-MU Mobile Whirlpool #3	2,194.95	05/12/04	1
6	6287	Mettler D-125 Stim Plus #4035	2,500.00	11/13/96	1
7	7806	Mettler Sonicator ME730 Ultrasound Machine	1,245.00	02/14/01	1
8	11227	HP EliteBook FOLIO 9470 Laptop	1,319.00	02/14/13	1
9	12239	Dell Optiplex 7450 AIO	1,146.28	03/28/18	1
10	12155	Dell Optiplex 7450 AIO	1,074.34	05/15/17	1
11	11262	Ipad w/Retina Black Wi-Fi 32GB	599.00	04/22/13	1
12	11142	Smart Podium 518	2,029.00	06/21/12	1
13	9620	Dell Optiplex Computer	1,674.84	06/26/07	1
14	11981	Dell OptiPlex 9030 AIO	1,117.98	01/01/16	1
15	11343	Dell OptiPlex 9010n Mini Tower	970.11	06/05/13	1
16	9401	Epson EMP830 Projector	1,975.00	01/17/07	1
17	9373	Lectern (Conference Room)	3,650.36	02/21/07	1
18	9402	Canon RE455X Document Camera	1,689.00	01/17/07	1
19	11458	Optiplex 9010 All-in-One Windows 10 w/ SSD	969.74	05/30/13	1
20	11752	Dell Optiplex 9030 AIO	1,254.24	03/03/15	1
21	10877	Dell OptiPlex 990 Minitower	1,390.19	01/18/12	1
22	11349	Dell OptiPlex 9010n Mini Tower	970.11	06/05/13	1
23	9994	Dell Optiplex 755	1,708.40	10/28/08	1
24	9974	Dell Optiplex 755	1,708.40	10/28/08	1
25	11748	Dell Optiplex 9030 AIO	1,254.24	03/03/15	1
26					
27					
28					
29					
30					
31					
32					
33					
34					
35					
36					
37		TOTAL	36,046.18		
38					
39					
40	1= OBSOLETE				
41	2=SALVAGE/USED FOR PARTS				
42	3=TOO COSTLY FOR REPAIRS				
43	4=SALVAGE NOT REPAIRABLE				
44	5=STOLEN (see attached report)				
45	6=TRADED (see attached form)				
46	7=TRANSFERRED TO ANOTHER AGENCY				
47	8= SURPLUS NOT COST EFFECTIVE TO MAINTAIN				
48	9= SURPLUS TO BE SOLD AND OR SOLD FOR PARTS				
49	10= NATIONAL RECALL				
50	11= OTHER				
51					

AGENDA ITEM: VII.D.

Approval of New Courses

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

Teaching and Learning Process (EDF 4214): This new course will teach students a foundation in child and adolescent development, including theories and principles of learning as applied in the instructional process. This course will satisfy the Department of Education requirements for an alternative certification pathway.

Classroom Management, Ethics and Law (EDF 4251): This new course explores the development of classroom organization and management, school safety, professional ethics, and educational law necessary to create a safe learning environment in which effective teaching and learning can take place. This course will satisfy the Department of Education requirements for an alternative certification pathway.

Classroom Assessment (EDF 4430): This new course teaches the principles of assessment and various assessment strategies that can be used in the classroom. Topics include formative and summative evaluation, test construction, rubrics, and interpretation of data. This course will satisfy the Department of Education requirements for an alternative certification pathway.

Instructional Strategies (EDG 4343): This new course explores instructional strategies and materials appropriate for the classroom setting. Interdisciplinary instruction, teaching techniques, and various methods of planning to meet the needs of all types of learners, including students with disabilities, will be addressed. This course will satisfy the Department of Education requirements for an alternative certification pathway.

Foundations and Applications of Language and Reading (RED 4044): This new course provides theoretical and practical applications of all reading components including language structure and function, cognition of phonemic awareness, phonics, fluency, vocabulary, and comprehension. This course will satisfy the Department of Education requirements for an alternative certification pathway.

Diagnosis and Intervention in Reading (RED 4519): This new course introduces formal and informal methods and materials used to identify reading strengths and weaknesses of students. Topics include assessments of all aspects of reading including comprehension, word recognition, phonics and cognitive strategies. The main emphasis is diagnosis of reading problems, administration of assessments, evaluation of results, and planning instructional interventions to remediate reading difficulties. This course is aligned with competencies 3 and 4 of the Florida Reading Endorsement.

Internship (RED 4941): In this new course, students will demonstrate knowledge of the components of reading, as well as assessments and data analysis, to implement a comprehensive research-based reading plan of instruction for all students. Participants Will also demonstrate competence in each Florida Educational Accomplished Practices standard. This course requires field experience where participants will spend 45 hours collaborating with their instructor. This course is aligned with Competency 5 of the Florida Reading Endorsement.

ESOL Strategies (TSL 4083): Participants will gain knowledge of instructional strategies for teaching students of limited English proficiency. Strategies will include instruction in the English language and development of the student's mastery of the four language skills of listening, speaking, reading, and writing. Topics addressed include differentiated instruction, assessment strategies, and accommodations. This course requires a minimum of 15 hours of field experience in a classroom setting. This course will satisfy the Department of Education requirements for an alternative certification pathway.

AGENDA ITEM: VII.E.

Approval of Program Changes

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

Educator Preparation Institute, C.C.C: The EPI program is a post-baccalaureate institutional credit certificate program that is an alternative teacher certification pathway. The program consists of courses with the EPI prefix that do not apply to other situations such as reading endorsement or recertification. This proposal will change the required courses to credit course codes, which will meet the needs of career changers and teachers with a professional certificate.

AGENDA ITEM: VII.F.

Approval of New Policy

The College requests approval of a new policy Volunteers 6Hx12:3-24. The purpose of this policy is to encourage, promote and support the use of volunteers in a manner in which ensures that the relationship between the college and its volunteers are clearly established and understood by both parties, while reducing and protecting the interests of the college, its volunteers and the community.

FLORIDA GATEWAY COLLEGE

POLICY

TITLE: Volunteers

NUMBER: 6Hx12:3-24

AUTHORITY: District Board of Trustees

RESPONSIBILITY: Executive Director of Human Resources

OTHER:

DATE: 8/10/2023

It is the policy of the District Board of Trustees for Florida Gateway College to encourage, promote and support the use of volunteers in a manner in which ensures that the relationship between the college and its volunteers are clearly established and understood by both parties, while reducing and protecting the interests of the college, its volunteers and the community.

History: Adopted:

Effective:

Revised:

AGENDA ITEM: VIII.A.

Academic Affairs Report

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

AGENDA ITEM: IX.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: X.A.

Enrollment & Marketing Report

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

AGENDA ITEM: XI. A.

Business Services Report

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

AGENDA ITEM: XI.B.

**Budget Amendment Number One (1)
Restricted Current Fund (Fund 2)
Fiscal Year 2023-24**

The College requests approval of *Budget Amendment Number One (1) to the Restricted Current Fund (Fund 2) for Fiscal Year 2023-2024*. This amendment recognizes revised award authorizations and new grants received in the 2023-24 fiscal year.

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

Budget Amendment Request Number : ONE

X

FISCAL YEAR: 2023-2024

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	253,652.34	\$	\$	\$ 253,652.34
Budgeted Revenues		293,679.89		293,679.89
Budgeted Expenditures		92,600.00	0.00	92,600.00
Ending Fund Balance	\$ 253,652.34	\$ 201,079.89	\$ -	\$ 454,732.23

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: XI.C.

**Budget Amendment Number One (1)
Capital Outlay Plan for Unexpended Plant Fund (7) Budget
Fiscal Year 2023-2024**

We are requesting approval of Fund 7 budget amendment One (1) which has been revised so the report reflects actual revenue, revised budgeted expenditures, actual expenses, and updated projects through July 15, 2023.

FLORIDA GATEWAY COLLEGE
FISCAL YEAR 2023-2024
CAPITAL OUTLAY PLAN FOR UNEXPENDED PLANT FUND (FUND 7)
As of July 25th, 2023

A. Recapitulation by Source	Deferred <u>Maintenance</u>	Local Funds	License Tag Fees	Capital Improvement Fee	PECO Funds	Total Funds
Beginning Fund Balance	7,715,676.04	1,101,687.56	147,062.81	480,132.99	4,278,763.96	13,723,323.36
Plus: Revenues	-	0.00	0.00	140,696.03	0.00	140,696.03
Less: Expenditures	2,000.00	75,541.12	0.00	0.00		77,541.12
Ending Fund Balance	<u>7,713,676.04</u>	<u>1,026,146.44</u>	<u>147,062.81</u>	<u>620,829.02</u>	<u>4,278,763.96</u>	<u>13,786,478.27</u>

B. Budgeted Expenditure	Deferred <u>Maintenance</u>	Local Funds	License Tag Fees	Capital Improvement Fee	PECO Funds	Total
721450 Def. Maint. Roof/Window Replacement	1,396,246.04					1,396,246.04
721451 Def. Maint. Door Access/Security	877,729.00					877,729.00
721452 Def. Maint. Cameras/Call Boxes	1,807,504.00					1,807,504.00
721453 Def. Maint. Fire Alarms	680,185.00					680,185.00
721454 Def. Maint. Roadways/Parking Lots	765,128.00					765,128.00
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					131,053.34	131,053.34
721140 Building 8 & 9					4,147,710.62	4,147,710.62
709200 Local Funds Capital Outlay		1,026,146.44				1,026,146.44
720000 CO & DS			147,062.81			147,062.81
Roadways & walkways						
Life-Safety Corrections						
730050 Capital Improvement Fee				530,383.53		530,383.53
Performance Contract Payments						
730070 Capital Improvement Fee - PSAV				90,445.49		90,445.49
Renovations/Remodeling of Facilities						
Equipment for PSAV programs						
Technology Enhancements						
Total	<u>7,713,676.04</u>	<u>1,026,146.44</u>	<u>147,062.81</u>	<u>620,829.02</u>	<u>4,278,763.96</u>	<u>13,786,478.27</u>

CERTIFIED AS
APPROVED BY
BOARD:

President (as Secretary of the Board)

Date

AGENDA ITEM: XII.A.

President's Report

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



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	Union County Location-TBD
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.

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 and she prepared and discussed those requested modifications and/or amendments to the President's contract at the June meeting. A vote will be held at today's meeting.



**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

Mr. John Medina

Model Standards of Good Practice for Trustee Boards

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

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

Adopted by the ACCT Board of Directors, October 2000.

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

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

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

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