



DISTRICT BOARD OF TRUSTEES AGENDA

**DATE & TIME:
SEPTEMBER 14, 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
September 14, 2023
5:00 pm, Regular Meeting
FGC Administration Building, Board Room**

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

The FGC Board of Trustees will hear any citizen who wishes to address the Board, on a one time basis, pertaining to a relevant topic. If the Board wishes to hear more about the topic, that topic will be scheduled for a future Board Meeting. Each speaker is limited to three minutes and the time dedicated to this topic will not exceed twenty minutes.
- IV. *Approval of Board Minutes
 - A. *August 10, 2023
- V. Student Government Report {SGA Representative}
 - A. General Information
- VI. *Presentation of Consent Agenda

The items on the consent agenda are routine business, state directives, and/or compliance items. All items have been reviewed by the Board attorney and have been available to the Board for its examination. Any trustee can request a topic to be removed from the consent agenda and discussed further. Typographical errors will be noted and corrected in the Board Minutes.

 - A. *Personnel Matters
 - B. *Routine Contracts and Agreements
 - C. *Surplus Property
 - D. *Revised Policy 6Hx12:2-00, The District Board of Trustees
 - E. *Revised Policy 6Hx12:2-01, Organization of District Board of Trustees
 - F. *Revised Policy 6Hx12:2-02, Duties, Powers, and Responsibilities of the District Board of Trustees
 - G. *Revised Policy 6Hx12:2-08, Dismissal of Board Members
 - H. *Revised Policy 6Hx12:6-08, Employee Charged with the Commission of a Felony
 - I. *Foundation Donation
- 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
- X. Business Services Report {M. Holloway}

FGC Board of Trustees
September 14, 2023
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- A. General Information
 - B. *Budget Amendment Number Two (2) Restricted Current Fund (Fund 2) Fiscal Year 2023-2024
 - C. *Budget Amendment Number Two (2) Capital Outlay Plan for Unexpended Plant Fund (7) Budget Fiscal Year 2023-2024
 - D. * Carryforward Spending Plan
 - E. *Revised Florida College System Capital Improvement Plan and Legislative Budget Request FY 2024-2025 through FY 2026-2027
- XI. President's Report {L. Barrett}
- A. General Information
- XII. Topics for future meetings
- XIII. Inspect Warrant Register
- XIV. Set Time for the Next Meeting

Date: October 12, 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
August 10, 2023
5:00 pm, Regular Meeting
FGC Administration Building, Board Room

I. Call to Order

The regular meeting of the District Board of Trustees was called to order August 10, 2023 at 5:01 p.m. by Chairperson David Crawford.

Board member's Dr. Jim Surrency, and Ms. Suzanne Norris were absent.

All votes were unanimous unless stated otherwise.

II. Pledge of Allegiance

Mr. Lindsey Lander led the Board in the Pledge of Allegiance.

III. Audience of Any Citizen

Mr. Stew Lilker addressed the Board to again request that the minutes of the Board of Trustees meetings be posted online, as well as to comment on the lack of diversity among the Board of Trustees.

New Board member Mr. John Medina was introduced.

IV. Board Annual Reorganization

In accordance with Florida Statute 1001.61(4), this meeting required the board to organize by selecting a chair and vice chair. There was previous discussion about Mr. David Crawford being re-elected Chairperson and Ms. Renae Allen to continuing to serve as Vice-Chairperson.

Dr. Miguel Tepedino made a motion to elect Mr. David Crawford as Chair and Ms. Renae Allen as Vice Chair. Ms. Kathryn McInnis seconded the motion and the motion carried unanimously

After a brief discussion it was suggested that Ms. Kathryn McInnis would serve as the Foundation Board member and Ms. Suzanne Norris would serve as the Government Relations Board member.

Mr. Lindsey Lander made a motion to appoint Ms. Kathryn McInnis as Foundation Board Member and Ms. Suzanne Norris to serve as Government Relations Board Member. Dr. Miguel Tepedino seconded the motion and the motion carried unanimously.

- V. **Approval of Minutes**
Dr. Miguel Tepedino made a motion to approve the June 8, 2023 Board meeting minutes, as well as the Board workshop minutes. Ms. Renae Allen seconded the motion and the motion carried unanimously on a voice vote.

- VI. **Student Government Report**
Zamaria Granado, SGA President introduced herself to Board members and updated them on SGA news. They have been busy this summer learning new roles and preparing for this coming year. They have had SGA training as well as Orientation Leader training. Ms. Granado ended her report by listing some activities going on for Welcome Back Week. These include: Maps and Munchies Booth to assist students with finding their classes, free lunch in the hall, t-shirts and Navigate to encourage students to download the Navigate app, Photoboxx on campus which will allow students to print polaroid type of pictures from their phones, and a caricature artist.

- VII. **Presentation of Consent Agenda**

- 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

Mr. Crawford asked to remove item number 16 from Item VII.B. Routine Contracts and Agreements as it was a duplicate of number 8.

Ms. Kathryn McInnis made a motion to approve the Consent Agenda consisting of items “A” through “F”. Mr. Chuck Brannon seconded the motion and the motion carried unanimously on a voice vote.

- VIII. **Academic Affairs**

Dr. Paula Gavin, Vice President of Academic Affairs started her report by stating that we had 12 students travel abroad to London with Dr. Michael Baker and Lisa Co from June 25th to July 16th. These students participated in learning activities related to Creative Writing and Art History. Dr. Michael Baker was granted a sabbatical to be a visiting professor at Harlaxton for the fall semester 2024.

Dr. Gavin updated Board members on upcoming new programs and degrees that faculty members are currently working on.

Dr. Gavin moves onto say we are excited to see two of our Senior Staff Assistants move onto bigger things. Madison Morton will be our new CTE Coordinator and Jessica Cohen is moving in the Research Specialist position under IE.

Lastly, we have had a 100% pass rate for our CDL class. Our crossover class (Corrections to LEO), Law Enforcement, and Corrections Class for LEO we have 6 out of 8 already employed, CDL 11 out of 15 are employed, crossover 9 out of 10 are employed, and Corrections we have 8 out 9 already employed. We have a 97.83% pass rate on the NCLEX from 1st and 2nd quarter scores combined.

Dr. Tepedino noted, these test scores are great, and in keeping these test scores up for students we could look into adding more support staff in the future.

IX. Student Affairs and Public Information

Mr. Anthony Cardenas, Vice President of Student Affairs and Public Information started his report by saying that Howl to Succeed has been tremendously successful. For the first time in five years we are hosting in person orientations on campus again. August 1st, we had 45 students plus guests in attendance and today we had 55 students plus guests attend, in addition we had 45 students attend our new online student orientation. For residence life we have 76 students registered to live in Granger Hall.

Mr. Cardenas reported for the Public Information Office we have had 13 press releases this summer. Our Academic Advising office will be hosting UNF Transfer Admissions Team on September 13th. This summer we had 210 to attend camps being our largest camp turnout at FGC.

Lastly, our women's flag football will be honored at the Jacksonville Jaguars pre-season game against the Miami Dolphins on August 26th for winning their National Championship. The NJCAA named 6 of our FGC athletes Academic All-Americans this summer. Our women's Cross-Country Team posted the second highest GPA for all athletic teams in the state of Florida with a 3.71. They also had the second highest women's Cross-Country Team GPA in the country.

X. Enrollment and Marketing

Ms. Kacey Schrader, Dean of Enrollment and Marketing started her report by updating the Board with Fall enrollment numbers. Before the drop for non-payment today, we're at 23,467 credit hours compared to 22,676 which is a 3.5% increase. We are at 2,534 for headcount compared to 2,502 which is 1.3% increase. We held two one-stop enrollment days over the summer, that were well attended.

Ms. Schrader continued by stating they have been working on some new outreach ideas to our Dual Enrollment Programs. A mailer was sent out to parents of high school age students in our service area that explained dual enrollment, the benefits, as well as inviting them to come test in our test center. High school students can now test free in our test center either initial placement or subsequent. We held an information session on July 13th and July 20th between both of those we had 25 students and parents.

Ms. Schrader goes onto to say we have entered into a new CTE Dual Enrollment Pathway, that will allow high school seniors with a 2.5 GPA that has passed Algebra 1 end of course exam to have eligibility to enter into one of the CTE programs. These programs are Automotive, Welding, Water Resources, HVAC, and CNA.

Lastly, summer commencement was held last Thursday at 6:30pm. We had 68 graduates and 13 of those graduated with Bachelor degrees. We have College Night coming up on August 24th from 5:30-7pm in the Howard center. The event is open to the community.

XI.

Business Services

Ms. Michelle Holloway, Vice-President of Business Services starts off with sharing they have filled our Director of Grants position, she will be tasked with searching out new grants as well as grant accounting.

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

B. *Budget Amendment Number One (1) Restricted Current Fund (2) Fiscal Year 2023-2024.

Ms. Kathryn McInnis made a motion to approve Budget Amendment Number One (1) Restricted Current Fund (2) Fiscal Year 2023-2024. Ms. Renae Allen seconded the motion and the motion carried unanimously.

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

Dr. Miguel Tepedino made a motion to approve the Budget Amendment Number One (1) Capital Outlay Plan for Unexpected Plant Fund (7) Budget Fiscal Year 2023-2024. Mr. Lindsey Lander seconded the motion and the motion carried unanimously

XII.

President's Report

Dr. Barrett began his report by sharing that our Nursing Program has a 100% retention rate for the first time in ten years. We are in the beginning days of starting our Strategic Plan. We will have final meetings with our staff and faculty about our Simulation Innovation Building, hopefully being brought for approval from the Board in November.

Dr. Barrett continues by saying we are still working on obtaining more affordable healthcare and property insurance for the college and its employees. We are currently working with Gallagher and Tyson Johnson and we will be meeting with them in the next two weeks. They have done comparisons with all health insurance agencies including Florida Blue for our rates.

Our charter school is moving along quickly. We had a brief meeting this week with our consultant, and Christy Noe whose been assisting in writing our application will be coming to do a presentation for Board members in the coming months. The concept of our charter school has been created that 9th and 10th grade will be a traditional high school and 11th and 12th grade would be dual enrollment for our technical programs and a few of our regular traditional programs.

Dr. Barrett brought the Board Calendar for approval

Mr. Chuck Brannan made a motion to approve the Board Calendar. Mr. John Medina seconded the motion and the motion carried unanimously

XIII. Other Business {M. Logan}

Board Attorney Ms. Meagan Logan brought forward the President's contract for Approval.

Dr. Miguel Tepedino made a motion to approve the President's Contract as presented. Ms. Kathryn McInnis seconded the motion and the motion carried unanimously.

XIV. Topics for Future Meetings

XV. Inspect Warrant Register

XVI. Set Time for the Next Meeting

September 14, 2023

Time: 5:00 pm Regular Meeting

Location Regular meeting: Florida Gateway College Board Room
Administration Bldg. 1

The meeting adjourned at 5:54 pm

Mr. David Crawford, Chair

Dr. Lawrence Barrett, Secretary

AGENDA ITEM: V.A.

Student Government Report

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

AGENDA ITEM: VI.A.

Personnel Matters

- 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
September 14, 2023
BOARD OF TRUSTEES MEETING

RESIGNATIONS/RETIREMENTS/TERMINATIONS:

Hamilton, Heather	Student Success Coach, TRIO (position to be filled)	08/09/2023
Milton, Jill	Payroll Coordinator, Human Resources (position to be filled)	07/31/2023

APPOINTMENTS/REAPPOINTMENTS/REPLACEMENTS/TRANSFERS:

Blanco, Ana	Tutor, Student Success, Part-time, Temporary	08/16/2023-12/18/2023
Burdick, Gain	Research Specialist, Institutional Effectiveness, Part-time, Temporary	08/04/2023-12/18/2023
Cafiero, Franco	Assistant Professor, Mathematics, Full Time	08/14/2023
Cohen, Jessica	Research Specialist, Institutional Effectiveness, Full Time, Promotion	08/16/2023
Collins, Matthew	Assistant Professor, Political Science, Full Time	08/14/2023
Desmartin, Kyla	Tutor, Student Success, Part-time, Temporary	08/21/2023-12/18/2023
Frame, Randy	Trades Helper, Facilities, Part-time, Temporary	08/04/2023-12/19/2023
Gagliardi, Andre	Tutor, Student Success, Part-time, Temporary	08/21/2023-12/18/2023
Givvines, James	Tutor, Student Success, Part-time, Temporary	08/14/2023-12/18/2023
Harrington, Lamanda	Tutor, Student Success, Part-time, Temporary	08/16/2023-12/18/2023
Hirsch, Virginia	Assistant Professor, Theater, Full Time	08/14/2023
Hirth, Brittany	Assistant Professor, English, Full Time	08/14/2023
Johnson, Ashlee	Assistant Professor, Biology, Full Time	08/14/2023
Joseph, Sergio	Teaching Assistant II, Student Success, Part-time, Temporary	08/21/2023-12/18/2023
Lane, Jessica	Assistant Professor, Nursing, Full Time	08/14/2023
Lynn, Tricia	Assistant Professor, Mathematics, Full Time	08/14/2023
Miles, Ariana	Tutor, Student Success, Part-time, Temporary	08/21/2023-12/18/2023
Morton, Madison	Coordinator, CTE Programs, Full Time, Promotion	08/01/2023
Norris, James	Student Assistant, Recruitment & Communication, Part-time, Temporary	08/21/2023-12/18/2023
Ontiveros, Paulette	Office Assistant, Nursing, Part-time, Temporary	08/07/2023-12/18/2023
Peters, Mackenzie	Student Assistant, Athletics, Part-time, Temporary	07/24/2023-07/27/2023
Rubin, Joshua	Assistant Professor, Chemistry, Full Time	08/14/2023
Sheehan, Lleyton	Tutor, Student Success, Part-time, Temporary	08/21/2023-12/18/2023
Slater, Christina	Tutor, TRiO, Part-time, Temporary	08/21/2023-12/18/2023
Smith, Jeff	Assistant Coach Softball, Athletics, Part-time, Temporary	08/01/2023-12/31/2023
Spiropoulos, Kori	Assistant Professor, Biology, Full Time	08/14/2023
Sweat, Keiley	Tutor, Student Success, Part-time, Temporary	08/14/2023-12/18/2023
Thomas, John	Assistant Professor/Coordinator, Law Enforcement & Corrections, Full Time	08/14/2023
Thompson, Colby	Assistant Coach E-Sports, Athletics, Part-time, Temporary	08/01/2023-12/31/2023
Tummond, Allyson	Tutor, Student Success, Part-time, Temporary	08/14/2023-12/18/2023
Welch, Karen	Assistant Professor, BS Elementary Ed, Full Time	08/14/2023
White, Sarah	Assistant Professor/Coordinator, Skills Lab, Salary Adjustment	08/14/2023
Wilson, CC	Assistant Coach Men's Basketball, Athletics, Part-time, Temporary	08/01/2023-12/31/2023

STUDENTS:

Neeley, Hunter	Student Assistant, Student Life, Part-Time, Temporary	08/03/2023-08/18/2023
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Neeley, Hunter	Student Assistant, Student Life, Part-Time, Temporary	08/21/2023-12/18/2023
Nettles, Zoey	Student Worker, Foundation, Part-time, Temporary	07/24/2023-12/18/2023
Thomas, Luke	Student Assistant, Student Life, Part-Time, Temporary	08/21/2023-12/18/2023
Schrader, Kansas	Student Assistant, Student Life, Part-Time, Temporary	08/21/2023-12/18/2023
Smith-Stewart, Courtney	Student Assistant, Student Life, Part-Time, Temporary	08/21/2023-12/18/2023
Williams, Ansley	Student Assistant, Advising, Part-time, Temporary	08/01/2023-08/18/2023

ADJUNCT FACULTY/OVERLOAD CONTRACTS:

See attached pages

Primary Instructor	CRN	Course Number and Section	Course Title	Credits	Part of Term	Start Date	End Date
Alford, Dustin	Gen. Studies	FFP 0030C & 0031C	Fire I & II	N/A	E	7/13/23	12/31/23
Anderson, Shanna	10170	HUM 2020 011	Introduction to the Humanities	3	A8	8/21/2023	10/11/2023
Appling, Troy	NA	Communication & Languages	Chair Stipend	N/A	A16	8/14/2023	12/14/2023
Crary, Cheryl	N/A	ATI Training	N/A	N/A	A16	7/16/2023	8/3/2023
Davis, Melissa	N/A	Coordinator Contract	N/A	N/A	A16	8/14/2023	12/14/2023
Denson, Japera	N/A	Coordinator Contract	N/A	N/A	A16	8/14/2023	12/14/2023
Douglas, John	10513	MAT 0028 001	Elementary Algebra	3	A8	8/21/2023	10/11/2023
Fair, Brian	Gen. Studies	N/A	Law Enforcement CWE	N/A	N/A	8/23/23	8/24/23
Ganser, Joseph	N/A	Coordinator Stipend	N/A	N/A	A16	8/16/23	12/15/23
Ganser, Joseph	Various	All Welding Night Courses	Welding	Various	E	8/21/23	12/6/23
Givvines, James	10518	MAT 1033 001	Intermediate Algebra	2	A8	8/21/2023	10/11/2023
Heeke, Robin	10135	AMH 2020 011	U.S. History from 1865	3	A8	8/21/2023	10/11/2023
Hendrix, Jacob	Gen. Studies	FFP 0030C & 0031C	Fire I & II	N/A	E	7/13/23	12/31/23
Jernigan, Brenda	N/A	Coordinator Stipend	N/A	N/A	A16	8/16/23	12/15/23
Jones, Mandy	10269	CSP 0004C 001	Esthetics and Skin Care	3	A16	8/21/23	12/8/23
Kalinowski, Kelly	N/A	ATI Training	N/A	N/A	A16	7/16/2023	8/3/2023
Keith, Mankeshia	10264	CSP 0010C 001	Manicuring and Pedicuring	3	A16	8/21/23	12/8/23
McDaniel, Rebecca	N/A	Coordinator Contract	N/A	N/A	A16	8/14/2023	12/14/2023
McLaughlin, Christine	N/A	Coordinator Contract	N/A	N/A	A16	8/14/2023	12/14/2023
Messenger, Ali	N/A	Coordinator Stipend	N/A	N/A	A16	8/16/23	12/15/23
Mora, Pedro	NA	Mathematics & Sciences	Chair Stipend	N/A	A16	8/14/2023	12/14/2023
Morse, April	10510	MAT 0018 001	Arithmetic with Algebra	3	A8	8/21/2023	10/11/2023
Parrish, Destiney	N/A	ATI Training	N/A	N/A	A16	7/16/2023	8/3/2023
Raulerson, Laura	N/A	ATI Training	N/A	N/A	A16	7/16/2023	8/3/2023
Ray, Melissa	10045	ENC 0015 H71	Principles of Writing I	3	A8	8/21/2023	10/11/2023
Regalado, Daniel	10147	POS 1041 011	American Government	3	A8	8/21/2023	10/11/2023
Rhoden, Rusty	Gen. Studies	FFP 0030C & 0031C	Fire I & II	N/A	E	7/26/23	12/31/23
Rogers, Elizabeth	NA	Arts, Humanities, & Social Sciences	Chair Stipend	N/A	A16	8/14/2023	12/14/2023
Skinner, Zach	Gen. Studies	N/A	Law Enforcement CWE	N/A	N/A	8/21/23	8/25/23
Smith, William Erik	N/A	Coordinator Stipend	N/A	N/A	A16	8/16/23	12/15/23
Waschek, Denielle	N/A	ATI Training	N/A	N/A	A16	7/16/2023	8/3/2023
Wetherington, Adam	Gen. Studies	N/A	Law Enforcement CWE	N/A	N/A	8/21/23	8/25/23
White, Sarah	N/A	ATI Training	N/A	N/A	A16	7/16/2023	8/3/2023
White, Sarah	N/A	Coordinator Contract	N/A	N/A	A16	8/14/2023	12/14/2023
Wright, Debra	10231	PSY 2012 011	General Psychology I	3	A8	8/21/2023	10/11/2023

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: September 14, 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:	Phan, Allan	- Baker, County
	Fiano, Austin	- Baker, County
	Kazmierczak, Bryce	- Baker County
	Richmond, Collin	- Baker County
	Thomas, Logan	- Baker County
	Faircloth, Reagan	- Baker County
	Williams, Wyatt	- Baker County
	Neel, Alyssa	- Columbia County
	Piercey, Amy	- Columbia County
	Cobb, Bergen	- Columbia County
	Patterson, Colt	- Columbia County
	Hayes, Elijah	- Columbia County
	O'Steen, Honor	- Columbia County
	Garnier, Julia-Tatum	- Columbia County
	Russell, Kaylee	- Columbia County
	Vittur, Madison	- Columbia County
	Bell, Stephen	- Columbia County
	Goss-Radwan, Zachariah	- Columbia County
	Wright, Beau	- Dixie County
	Heaton, Braylyn	- Gilchrist County
	Bokowski, James	- Gilchrist County
	Perez, Lincoln	- Pasco County
	Herndon, Elizabeth	- Suwannee County
	Metzger, Bethany	- Suwannee County
	Worrell, Ansleigh	- Union County
	Dicks, Ayden	- Union County
	Torres, Emmanuel	- Union County
	Sharrah, Eva	- Union County
	Shibblehut, Lily	- Union County
	Summerhill, Myrick	- Union County
	Smith, Robert	- Union County

Narrative: Section 1007.27 and 1007.271 Florida Statutes specify that a variety of articulated acceleration mechanisms be available for secondary school students attending Florida public or non-public schools, including Home Education students. The College has entered into a Dual Enrollment Home Education Inter-Institutional Articulation Agreement with the Second Party for the 2023-2024 academic school year.

Cost: None

2. **Second Party:** Baker County School District
 Belmont Academy
 Carter Christian Academy
 Columbia County School District
 Covenant Community School
 Dixie County Learning Center
 Dixie County School District
 Gilchrist County School District
 Hart 2 Hart Christian Academy
 Joy Explosion Christian Academy
 Lake City Christian Academy
 New Generation Christian School
 Riverside Christian School
 Suwannee County School District
 Union County School District
 United Christian Academy

Narrative: Section 1007.27 and 1007.271 Florida Statutes specify that a variety of articulated acceleration mechanisms be available for secondary school students attending Florida public or non-public schools, including Home Education students. The College has entered into an Articulation Agreement with the Second Party for the 2023-2024 academic school year.

Cost: None

3. **Second Party:** Bradford County School District
 Dixie County School District
 Lafayette 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

4. **Second Party:** Law Offices of Evan D. Carb, PLLC - Washington, DC

Narrative: The College has entered into Agreements with the Law Offices of Evan D. Carb for Legal Services. One Agreement covers FY 22-23 and the second for FY 23-24.

Cost: As Invoiced

5. **Second Party:** BayCare Behavioral Health, Inc. - Clearwater, FL

Narrative: The College entered into a Renewal Agreement with BayCare Behavioral Health, Inc. to provide a comprehensive Student Assistance Program (SAP) for students.

Cost: \$ 8,976.96

6. **Second Party:** SmartProcure (GovSpend) - Boca Raton, FL

Narrative: The College entered into a Renewal Agreement with GovSpend for government sales and research.

Cost: \$ 3,000.00

7. **Second Party:** Gateway City Big Band - Lake City, FL

Narrative: The College entered into an Agreement with Gateway City Big Band (Matt Johns) to use Building 3 Band Room in exchange for waiving fees on upcoming concerts.
Cost: None

8. **Second Party:** C.A.Boone Construction, Inc. - Lake City, FL
Narrative: The College entered into a Construction Agreement with C.A.Boone Construction to remove, repave and replace the parking lot at the Olustee Public Safety Complex.
Cost: \$ 114,500.00
9. **Second Party:** Steris Corporation - Mentor, OH
Narrative: The College entered into a Service Agreement with Steris Corporation for the maintenance and service of equipment.
Cost: \$ 8,588.07
10. **Second Party:** First Coast Workforce Development, Inc. dba CareerSource Northeast Florida - Jacksonville, FL
Narrative: The College entered into an Agreement with First Coast Workforce Development, Inc. dba CareerSource Northeast Florida to provide training for WIOA program Title I adult and dislocated worker participants.
Cost: None
11. **Second Party:** Agile Sports Technologies. d/b/a Hudl - Lincoln, NE
Narrative: The College entered into a Renewal Agreement with Hudl to provide the camera system for Athletics.
Cost: \$ 7,000.00
12. **Second Party:** Douglas and Douglas - Lake City, FL
Narrative: The College entered into an Agreement with Douglas and Douglas for legal services.
Cost: As invoiced

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
September 2023
Board Meeting Date: September 14, 2023**

	A	B	C	D	E
1					
2	DECAL	DESCRIPTION	PURCHASE VALUE	PURCHASE DATE	CLASS CODE
3	7668	Adtran 1750 Router (Foundation)	2,557.69	05/03/00	1
4	11550	HP EliteBook Folio 9470M	1,712.20	05/15/14	1
5	10251	Cisco WS-C3560G-48PS-S Switch	5,222.25	02/08/10	1
6	7895	Cisco Catalyst 3500 Series Switch	3,229.80	04/04/01	1
7	10241	Cisco WS-C3560G-48PS-S Switch	5,222.25	02/08/10	1
8	10171	IP Celerate Emergency Notification	34,372.00	03/31/09	1
9	11718	Dell Optiplex 9030 AIO	1,175.93	03/03/15	1
10	11705	Dell Optiplex 9030 AIO	1,175.93	03/03/15	1
11	11391	Dell Optiplex 9010 All-in-One Windows 7 Pro	969.74	05/30/13	1
12	11394	Dell Optiplex 9010 All-in-One Windows 7 Pro	969.74	05/30/13	1
13	7828	Sharp PG-C30XU Projector	3,949.00	03/09/01	1
14	8840	Powis Parker P31 Printer	1,032.50	08/10/04	1
15	8839	Powis Parker 15XS Binding System	2,825.00	08/10/04	1
16	9406	Dell Inspiron 9400 Laptop	2,106.19	01/24/07	1
17	11986	Dell OptiPlex 9030 AIO	1,117.98	01/01/16	1
18	11262	Apple Ipad w/Retina Black Wi-Fi 32GB	599.00	04/22/13	1
19	11745	Dell Optiplex 9030 AIO	1,254.24	03/03/15	1
20	11004	Dell OptiPlex 990 Small Form Factor	1,502.57	05/24/12	1
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					
31					
32					
33					
34					
35					
36					
37		TOTAL	70,994.01		
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: VI.D.

Board Policy Revision

The College requests Board approval of a revision to the Florida Gateway College District Board of Trustee Policy 6Hx12:2-00, The District Board of Trustees.

FLORIDA GATEWAY COLLEGE

POLICY

TITLE: The District Board of Trustees

NUMBER: 6Hx12:2-00

AUTHORITY: District Board of Trustees

PAGE: 1

RESPONSIBILITY: Chair, District Board of Trustees

OTHER: ~~State Board of Education Rule 6A-14.024~~ DATE: See History Below
Florida Statutes 1001.64, Fla. Const. Art. IX, s. 8(c)

It is the policy of the District Board of Trustees to serve as the governing Board of the College. It is charged by Florida Statutes and State Board of Education Rules with responsibility for establishing the policies which determine the quality and direction of the College, establishing an effective management for the College, and assisting—the institution in carrying out its approved objectives and philosophy. The District Board of Trustees delegates to an appointed President the responsibility for administration of the College in accordance with its established policies.

History: Adopted: 7/14/87; Effective: 7/14/87; Revised: 1/12/93; 1/25/05, 06/06/23

AGENDA ITEM: VI.E.

Board Policy Revision

The College requests Board approval of a revision to the Florida Gateway College District Board of Trustee Policy 6Hx12:2-01, Organization of District Board of Trustees.

FLORIDA GATEWAY COLLEGE

POLICY

TITLE: Organization of District Board of Trustees

NUMBER: 6Hx12:2-01

AUTHORITY: District Board of Trustees

PAGE: 1

RESPONSIBILITY: President

OTHER: ~~State Board of Education~~
~~Rule 6A-14.024~~
Florida Statutes 1001.61

DATE: See History Below

It is the policy of the District Board of Trustees that the President shall comply with [Fla. Stat. § 1001.61](#) ~~State Board of Education Rule 6A-14.024~~ with regard to the organization of the District Board of Trustees.

History: Adopted: 7/14/87; Effective: 7/14/87; Revised: 1/12/93; 1/25/05

FLORIDA GATEWAY COLLEGE

PROCEDURE

TITLE: Organization of District Board of Trustees

PAGE: 1

AUTHORITY: District Board of Trustees

DATE: See History Below

RESPONSIBILITY: President

NUMBER OF RELATED BOARD POLICY: 6Hx12:2-01

According to F.S. 1001.61 the board of trustees will organize by electing a chair and a vice chair at its first regular meeting after July 1 of each year. ~~The president shall report the organization to the Chancellor following the annual organizational meeting as required by State Board of Education rule 6A-14.024. The president shall report the organization, including the name, residential address (with county) e-mail address, home and business telephone numbers, and end of term for each board member.~~

History: Adopted: 1/12/93; Effective:1/12/93; Revised:9/14/18

AGENDA ITEM: VI.F.

Board Policy Revision

The College requests Board approval of a revision to the Florida Gateway College District Board of Trustee Policy 6Hx12:2-02, Duties, Powers, and Responsibilities of the District Board of Trustees.

FLORIDA GATEWAY COLLEGE

POLICY

TITLE: Duties, Powers, and Responsibilities
of the District Board of Trustees

NUMBER: 6Hx12:2-02

AUTHORITY: District Board of Trustees

PAGE: 1 of 5

OTHER: Florida Statutes ~~1001.02; 1001.03~~ DATE: See History Below
[1001.61](#); [1001.63](#); [1001.64](#) ; [112.3143](#); ~~112~~
State Board of Education Rule 6A-14.026

1. Each ~~Florida College System institution~~ ~~community-college-district~~ board of trustees is vested with the responsibility to ~~govern operate~~ its respective ~~community-college institution~~ and with such necessary authority as may be needed for the proper operation and improvement thereof in accordance with ~~the~~ Florida statutes and ~~with~~ the rules of the State Board of Education.
2. In carrying out this responsibility, the trustees, after considering recommendations submitted by the ~~community-college~~ College's president, shall exercise the following general powers:
 - a. The board of trustees shall determine and adopt such policies as are deemed necessary by it for the efficient operation and general improvement of the ~~community-C~~college.
 - b. The board of trustees shall adopt such rules to supplement those prescribed by the ~~S~~state ~~B~~board as in its opinion will contribute to the more orderly and efficient operation of the College ~~community-college~~ and to the provision of educational services to all qualified citizens of the ~~community-College's college district-service territory~~.
 - c. The board of trustees shall adopt such minimum standards as are considered desirable by it to supplement those standards of the State Board.
 - d. The board of trustees shall constitute the contracting agent of ~~the community college~~ Florida Gateway College. It may when acting as a body, make contracts, sue, and be sued in the name of the board of trustees; provided that in any suit a change in personnel of the board shall not abate the suit, which shall proceed as if such change had not taken place.

- e. The board of trustees shall perform those duties and exercise those responsibilities which are assigned to it by law or by rules of the State Board and in addition thereto those which it may find necessary for the improvement of the ~~community~~ Ccollege.
- f. ~~Whenever the Department of Education finds it necessary for the welfare and convenience of any community college to acquire private property for the use of said community college and the same cannot be acquired by agreement satisfactory to the district board of trustees of such community college and the parties interested in, or the owners of said private property, the said district board of trustees may exercise the right of eminent domain pursuant to the provisions of chapter 1013, Florida Statutes, and proceed to condemn the property in the manner provided by Florida Statutes Chapters 73 and 74.~~
- g. The board of trustees may enter into lease-purchase arrangements with private individuals or corporations for necessary grounds and buildings for community college purposes, other than dormitories and for buildings other than dormitories to be erected for community college purposes. Such arrangements shall be paid from capital outlay and debt service funds as provided by 1011.84, with terms not to exceed thirty years at a stipulated rate. The provisions of such contracts, including building plans, shall be subject to approval by the Department of Education, and no such contract shall be entered into without said approval. ~~The State Board of Education is authorized to promulgate such rules as it deems necessary to implement the provisions of this paragraph.~~
- h. The board of trustees ~~of each community college~~ may purchase, acquire, receive, hold, own, manage, lease, sell, dispose of, and convey title to, real property to the best interests of the Ccollege. ~~pursuant to rules adopted by the state board.~~
- i. Conflict of Interest – In accordance with Florida law, the board of trustees defines conflict of interest such that no trustee shall have any interest, financial or otherwise, direct or indirect; engage in any business transaction or professional activity; or incur any obligation of any nature which is in substantial conflict with the proper discharge of his or her duties in the public interest. A trustee must abstain from voting on a measure which inures to his or her special private gain or loss. Each trustee also is prohibited from knowingly voting on a measure which inures to the special gain or loss of a principal (other than a government agency) by whom he or

she is retained (including the parent organization or subsidiary of a corporate principal by which he or she is retained); to the special private gain or loss of a relative ("relative" includes only the trustee's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law); or to the special private gain or loss of a business associate ("business associate" means any person or entity engaged in or carrying on a business enterprise with the trustee as a partner, joint venturer, coowner of property, or corporate shareholder where the shares of the corporation are not listed on any national or regional stock exchange)

(a) Although the trustee must abstain from voting in the situations described above, the trustee otherwise may participate in these matters. However, the trustee must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing.

(b) If a trustee intends to make any attempt to influence the decision prior to the meeting at which the vote will be taken the trustee must complete and file Form 8B Memorandum of Voting Conflict for County, Municipal, and Other Local Public Officers with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes.

(c) If a trustee makes no attempt to influence the decision except by discussion at the meeting, the trustee must disclose orally the nature of their conflict in the measure before participating. The trustee must complete and file Form 8B Memorandum of Voting Conflict for County, Municipal, and Other Public Officers within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes.

3. In carrying out its responsibilities, the board of trustees shall require the following:

a. Minutes and other records to be kept ~~to set~~ setting forth clearly all actions and proceedings of the board. Minutes of board meetings shall be signed by the chairperson and the president immediately after approval by the board and shall be kept as a public record in a permanently bound book in the custody of

the president. Minutes shall show the vote of each member present on all matters on which the board takes action. It is the duty of each member to see that each motion and the vote thereon are properly recorded in the minutes. Unless otherwise shown in the minutes, it is presumed that the vote of each member present supported action by the board in either the exercise, violation, or neglect of the powers and duties imposed on the board by law or rule, whether such action is recorded in the minutes or otherwise established. It is presumed that policies, appointments, programs and expenditures not recorded in the minutes but made and actually in effect were made and put into effect according to rules of the board. The president shall obtain board approval for exceptions to rules of the board.

- b. Be responsible for property acquired by the board; managing and disposing of such property to the best interests of the college; receiving, purchasing, acquiring through condemnation, leasing, selling, holding, transmitting and conveying title to real and personal property; contracting and suing regarding real and personal property; basing all contracts on resolutions previously adopted and recorded; receiving, holding in trust, and administering, for the purpose designated, money, real and personal property, and other things of value granted, conveyed, devised, or bequeathed for the benefit of the college.
- c. Assemble data and conduct surveys to identify the educational needs of the district. Based on the identified needs, the board shall develop and adopt a college program for the entire district as the basis for operating the college. There shall be a long range program plan and an annual program plan.
- d. Establish rules for the bonding, at college expense, of its members and of employees who are responsible for money or property. The rules shall specify the employee positions that require bonding, the types of bonds required, and the amounts required, sufficient to protect the college and its funds. Each board member shall file with the secretary of state a ten thousand dollar (\$10,000) surety bond for the faithful performance of the duties of the office. The obligee shall be the governor.
- e. Adopt rules for the reproduction and destruction of records ~~according to Section 267.051, Florida Statutes.~~

- f. Designate employee positions to be filled, prescribe minimum qualifications for those positions, and provide for the appointment, evaluation, compensation, promotion, suspension, and dismissal of employees. The board shall act on recommendations of the president for positions to be filled, for minimum qualifications for those positions, and for employee selection.
 - 1. The board shall adopt a salary schedule or schedules for paying employees.
 - 2. The board shall provide contracts for administrative and instructional employees, may provide contracts for other employees, and may authorize the use of facsimile signatures of the board chairperson and the president on such contracts.
 - 3. The board shall suspend, dismiss, or return employees to annual contract when it deems appropriate.
- g. Enter into contractual agreements with the federal government or any of its departments or designated agencies; with other institutions, departments, agencies, districts, or political subdivisions of the State of Florida and other states of the United States; and with private individuals, organizations, and corporations when it deems appropriate.
- h. Enforce the collection or settlement of delinquent accounts.
- i. Provide opportunity for employment by the college and for the use of instructional and other services of the college without regard to race, color, ethnicity, national origin, gender, religion, disability, age, marital status, genetic information, sexual orientation, pregnancy or any other legally protected status. ~~age, national origin, religion, marital status or sex and shall not discriminate against any qualified handicapped person.~~
- j. Designate which documents, agreements, contracts, and instruments of payment and conveyance reflecting action by the board that the president or a designated representative is authorized to sign.
- k. Nothing herein shall prohibit the Board from taking action if the president fails to make a recommendation as required by law.
- l. The ~~BOT~~ board of trustees shall annually review the mission statement of the ~~C~~college to remain current and reflect the vision, and goals of the college.
- m. The ~~BOT~~ board of trustees shall annually evaluate the President, providing constructive feedback and defining clear expectations for his/her performance. After

completion of the evaluation and acceptance by the board, the notice of findings shall be submitted to the Chancellor of the Florida College System for review.

- n. Annually, the ~~DBOT~~ board of trustees will complete a self-assessment providing an effective means for board members to understand their role and responsibilities and reveal any areas of needed improvement which may present barriers to effective board functioning.

History: Adopted: 7/14/87; Effective: 7/14/87; Revised: 1/13/98; 4/11/06; 1/8/19, 06/06/23

AGENDA ITEM: VI.G.

Board Policy Revision

The College requests Board approval of a revision to the Florida Gateway College District Board of Trustee Policy 6Hx12:2-08, Dismissal of Board Members.

FLORIDA GATEWAY COLLEGE

POLICY

TITLE: Dismissal of Board Members

Number: 6Hx12:2-08

AUTHORITY: District Board of Trustees

Page: 1

RESPONSIBILITY: Governor

OTHER: ~~State Board of Education Rule 6A-14.024~~
Florida Statute 1001.61

Date: See History Below

In accordance with Florida Statutes and ~~the Constitution of the State of Florida~~ ~~State Board of Education Rule~~, Trustees are appointed and reappointed by the Governor ~~and~~ ~~Board members~~ serve at the will of the Governor.

History: Adopted: 4/11/06

Effective: 4/11/06

Revised: 06/06/23

FLORIDA GATEWAY COLLEGE

Procedure

TITLE: Dismissal of Board Members Number: 6Hx12:2-08

AUTHORITY: District Board of Trustees Page: 1

RESPONSIBILITY: Board of Trustees

NUMBER OF RELATED BOARD POLICY: 6Hx12:2-08

The District Boards of Trustees will follow ~~in accordance with the~~ Florida Statutes and State Board of Education Rules. In the event of reasonable grounds for suspicion of ~~##~~ misconduct by a Trustee, the Chair of the Board, and/or the President of the College will contact the Governor in writing. Trustees are provided the right to due process of law under the Florida Constitution, Article I, Section 9.

Additionally, if a Trustee misses three consecutive regular Board Meetings, the Chair should notify the Governor in writing. The Governor may remove the Trustee from office, if necessary.

History: Adopted: 4/11/06
08, 06/06/23

Effective: 4/11/06

Revised: 11/~~-03/-~~

AGENDA ITEM: VI.H.

Board Policy Revision

The College requests Board approval of a revision to the Florida Gateway College District Board of Trustee Policy 6Hx12:6-08, Employee Charged with the Commission of a Felony.

FLORIDA GATEWAY COLLEGE

POLICY

TITLE: Employee Charged with the
Commission of a Felony

NUMBER: 6Hx12:6-08

AUTHORITY: District Board of Trustees

PAGE: 1 of 1

OTHER: State Board of Education Rule
6A-14.0261
Florida Statutes 1001.64

DATE: See History

It is the policy of the District Board of Trustees that upon receipt of information by the college that an employee has been charged with the commission of a felony, the following policy shall be immediately put into operation:

Such information, as completely as possible, shall be forwarded to the president or designee.

It shall be the responsibility of the general counsel to the Board to determine whether or not the individual has been charged with the commission of a felony under the laws of any state or of the United States by Grand Jury indictment, or by information filed by a state attorney, or there has been judicial determination of probable cause that the felony was committed and that the employee is the person committing such felony.

Should it be determined that the individual has been charged with the commission of a felony as outlined above, a panel shall ~~immediately-immediately convene to determine disciplinary action and/or employment status. conduct a hearing to make a recommendation to the president as to whether or not the individual charged with the felony should be suspended without pay.~~ The panel shall take into account the nature of the alleged offense and the individual's prior record in making its recommendation as to whether the individual should remain employed pending adjudication of the alleged offense. The panel referred to above shall consist of ~~the president, general counsel, and executive director of human resources. two vice presidents, one instructional member and one non instructional member selected by the president. A minimum of three members will constitute a quorum.~~

When there has been a final judicial resolution of the matter, the panel will reconvene to consider the final disposition of the case. The panel shall have the right to recommend ~~to the president~~ that the individual be returned to work without loss of seniority or back pay, or be terminated depending upon the findings of the panel.

History: Adopted: 7/14/87; Effective: 7/14/87; Revised: 6/18/91

**The Foundation for FGC
Donated Equipment for BOT Acceptance**

August 24, 2023

Agenda Deadline August 28,2023

Megan Bush Del Pizzo
Tom Bush Family Dealerships
6916 Blanding Blvd
Jacksonville, FL 32244

Automotive Program		
<i>Make/Model</i>	<i>Serial</i>	<i>Est Value</i>
2014 Mazda 2	JM1DE1KY6E0171208	\$ 500.00
		\$ 500.00

TOTAL AMOUNT TO ACCEPT	\$	500.00
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AGENDA ITEM: VII.A.

Academic Affairs Report

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

AGENDA ITEM: VIII.A.

Student Affairs and Public Information Report

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

AGENDA ITEM: IX.A.

Enrollment & Marketing Report

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

AGENDA ITEM: X. A.

Business Services Report

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

AGENDA ITEM: X.B.

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

The College requests approval of *Budget Amendment Number Two (2) 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 : Two

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	0.00		147,722.08				147,722.08
Budgeted Expenditures	0.00		0.00		0.00		-
Ending Fund Balance	\$ 253,652.34	\$	147,722.08	\$	-	\$	401,374.42

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:

CERTIFIED AS APPROVED BY
DEPARTMENT OF EDUCATION:

DEPARTMENT OF EDUCATION

CHANCELLOR, FLORIDA COMMUNITY COLLEGE SYSTEM

DATE: _____

BY: _____

AGENDA ITEM: X.C.

**Budget Amendment Number Two (2)
Capital Outlay Plan for Unexpended Plant Fund (7) Budget
Fiscal Year 2023-2024**

We are requesting approval of Fund 7 budget amendment Two (2) which has been revised so the report reflects actual revenue, revised budgeted expenditures, actual expenses, and updated projects through August 22, 2023.

FLORIDA GATEWAY COLLEGE
FISCAL YEAR 2023-2024
CAPITAL OUTLAY PLAN FOR UNEXPENDED PLANT FUND (FUND 7)
As of August 22nd, 2023

A. Recapitulation by Source	Deferred Maintenance	Local Funds	License Tag Fees	Capital Improvement Fee	PECO Funds	Total Funds
Beginning Fund Balance	7,715,676.04	1,101,687.56	147,161.08	480,132.99	4,278,763.96	13,723,421.63
Plus: Revenues	-	600.00	85.00	199,774.14	0.00	200,459.14
Less: Expenditures	428,913.36	108,346.51	0.00	0.00	264.00	537,523.87
Ending Fund Balance	7,286,762.68	993,941.05	147,246.08	679,907.13	4,278,499.96	13,386,356.90

B. Budgeted Expenditure	Deferred Maintenance	Local Funds	License Tag Fees	Capital Improvement Fee	PECO Funds	Total
721450 Def. Maint. Roof/Window Replacement	981,832.68					981,832.68
721451 Def. Maint. Door Access/Security	865,229.00					865,229.00
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					130,789.34	130,789.34
721140 Building 8 & 9					4,147,710.62	4,147,710.62
709200 Local Funds Capital Outlay		993,941.05				993,941.05
720000 CO & DS			147,246.08			147,246.08
Roadways & walkways						
Life-Safety Corrections						
730050 Capital Improvement Fee				585,518.13		585,518.13
Performance Contract Payments						
730070 Capital Improvement Fee - PSAV				94,389.00		94,389.00
Renovations/Remodeling of Facilities						
Equipment for PSAV programs						
Technology Enhancements						
Total	7,286,762.68	993,941.05	147,246.08	679,907.13	4,278,499.96	13,386,356.90

CERTIFIED AS
APPROVED BY
BOARD:

President (as Secretary of the Board)

Date

AGENDA ITEM: X.D.

Spending Plan

The College requests Board approval of the 2022-2023 Florida College System Carryforward Spending Plan, pursuant to 1013.841, Florida Statutes.

Florida Gateway College

Certified Fund Balance

Fiscal Year 2022-23

Account Title	GL	Fund Balance Unrestricted
Reserve for Performance Based Incentive Funds	30200	\$ -
Reserved for Academic Improvement Trust Funds	30300	\$ -
Reserved for Other Required Purposes	30400	\$ 146,143.94
Reserved for Staff & Program Development	30500	\$ -
Reserved for Student Activities Funds	30600	\$ -
Reserved for Matching Grants	30700	\$ -
Fund Balance - Board Designated	30900	\$ -
Fund Balance - College	31100	\$ 6,111,101.01
Total Unallocated Fund Balances		\$ 6,257,244.95
Funds Available		\$ 20,464,298.75
College's Reserve Requirement %		5%
Reserve Requirement		\$ 1,023,214.94
Amount Requiring Spending Plan		\$ 5,234,030

Florida Gateway College
 2023-24 Florida College System Carryforward Spending Plan
 Pursuant to 1013.841, Florida Statutes
 July 1, 2023

Line Item #	Carryforward Spending Plan Category	Specific Expenditure/Project Title	Carryforward Amount Budgeted for Expenditure During FY2023-24	Project Timeline			Comments/Explanations
				Total # Years of Expenditure per Project	Current Expenditure Year #	Estimated Completion Date (Fiscal Year)	
1.	(g) Commitment to contingency reserve related to state declared emergency	Reserve for State declared emergency	4,500,000	N/A	N/A	N/A	Reserve funds are needed to bring the College to a functioning level after a state declared emergency.
2.	(e) Operating expenditures	To create and build new programs of study.	734,030	4		2027	Funds are needed to explore new programs, apply for approval of new programs, build the curriculum and purchase startup
3.	Select Category						
4.	Select Category						
5.	[Create your own category]						

Total as of July 1, 2023: *	\$ 5,234,030
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Amount Requiring Spending Plan	\$ 5,234,030
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AGENDA ITEM: X.E.

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

The College requests approval of the (Revised) *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

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	2021	Maint/Repair	2 lane Roadway and Parking - survey 1.016 and survey 1.021 3mil and 1.5 mil =4.5 mil	1,3	\$4,500,000			\$4,500,000			\$4,500,000	YES
5	2,021	Maint/Repair	Keyless Access / Fire Alarm survey1.025-3.014 - 18' and 22' shows 1.3	1,3	\$2,300,000			\$2,300,000			\$2,300,000	YES
6	2,016	Maint/Repair	Roof and Gutter System Replacment survey SR.03 - 18' 21'	1,3	\$1,200,000			\$1,200,000			\$1,200,000	YES
								\$0			\$0	
								\$0			\$0	
								\$0			\$0	
								\$0			\$0	

*Total Project Cost includes funding from all sources
TOTAL MAINTENANCE, REPAIR & RENOVATION PROJECTS \$ 8,000,000 \$0 \$ - \$ 8,000,000

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	2,016	Remodel	Site #1 existing exterior walls of facilities to include; waterproofing and sealing of all caulking joints. Multipule Bldg.'s 07,08, 15, 16, 17 survey 1.020 Stucco	1	\$1,000,000			\$1,000,000			\$1,000,000	YES
2	2,022	Remodel	Site #1 Bldg. 19 Welding Renovation 1.037	1	\$952,147			\$952,147			\$952,147	YES
3	2,022	Remodel	Site #3 Bldg. 03 Classrooms/Renovation	3	\$797,373			\$797,373			\$797,373	YES

*Total Project Cost includes funding from all sources
TOTAL REMODELING, NEW CONSTRUCTION, REPLACEMENT & ACQUISITION PROJECTS \$2,749,520 \$0 \$0 \$ 2,749,520

GRAND TOTAL OF ALL PROJECTS \$ 10,749,520 \$ - \$ - \$ 10,749,520

AGENDA ITEM: XI.A.

President's Report

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



**FLORIDA GATEWAY
COLLEGE**

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.