



## **DISTRICT BOARD OF TRUSTEES AGENDA**

**DATE:**

**TUESDAY, AUGUST 13, 2019**

**TIME & LOCATION:**

**FLORIDA GATEWAY COLLEGE  
LAKE CITY, FL**

**5:00 P.M.-REGULAR MEETING  
BOARD ROOM, ADMINISTRATION BLDG. 001**



# FLORIDA GATEWAY COLLEGE

## MISSION STATEMENT

*Approved by the Board of Trustees on June 4, 2019*

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

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 13, 2019  
5:00 pm, Regular Meeting  
FGC Administration Building, Board Room

- I. Call to Order
- II. Pledge of Allegiance {SGA Representative}
- III. Introduce Visitors and Special Recognitions
- IV. Other Business
  - A. \*Board Reorganization
  - B. Passing of the Gavel
- V. 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.*

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- VI. \*Approval of Board Minutes dated June 4, 2019 and July 9, 2019

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- VII. Student Government Report {SGA Representative}
  - A. General Information

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- VIII. \*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. \*Foundation Donation
  - E. \*Authorized List for Deferment Approval
  - F. \*Approval of New Courses
  - G. \*Approval of Course Changes
  - H. \*Approval of Course Deletions
  - I. \*Approval of Program Changes
  - J. \*Approval of Quality Enhancement Plan

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- IX. Academic Affairs {B. Dopson}
  - A. General Information
- X. Enrollment Management & Student Affairs {J. Price}
  - A. General Information

**FGC Board of Trustees**

**August 13, 2019**

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- XI. Business Services Report {M. Holloway}
  - A. General Information
  - B. \*Budget Amendment Number Eight (8) Restricted Current Fund (Fund 2) FY 2018-2019
  - C. \*Budget Amendment Number One (1) Capital Outlay Plan for Unexpended Plant Fund (7) Budget FY 2019-2020
  - D. \*Budget Amendment Number One (1) Restricted Current Fund (Fund 2) FY 2019-2020
  
- XII. President's Report {L. Barrett}
  - A. General Information
  - B. \*Annual Review of the Strategic Plan
  - C. \*Board Self Evaluation Results
  - D. \*FGC Board Calendar Change
  
- XIII. Topics for future meetings
  
- XIV. Inspect Warrant Register
  
- XV. Set Time for the Next Meeting
  - September 10, 2019
  - 5:00pm
  - FGC Board Room (Bldg. 001)

\*Denotes Board of Trustees' action items

**Report of Organization  
District Board of Trustees**

August 13, 2019

**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:

_____	was elected chairperson
_____	was elected vice-chairperson
<u>Tuesday</u> _____	was selected as the day for regular monthly board meetings
<u>5:00pm</u> _____	was set as the time of regular board meetings
<u>FGC Board Room in the Administration Bldg.</u>	was designated as location for all regular and special board meetings unless otherwise noted.
_____	was elected as the Board Legislative Representative
_____	was elected as the Board Foundation Representative
_____	_____
<i>President</i>	<i>Chairperson of the Board</i>

**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.

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

June 4, 2019

4:45pm Workshop

Wilson S. Rivers Library & Media Center, Bldg. 200, Room 102

5:30 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 4, 2019, at 5:33 pm in the Board Room of Florida Gateway College by Chairperson Suzanne Norris. Trustee Lindsey Lander was absent. All votes were unanimous unless stated otherwise.

**II. Pledge of Allegiance**

Mr. Colton Brewer, Student Government Association President, led the Board in the Pledge of Allegiance.

**III. Introduce Visitors and Special Recognitions**

Chairperson Norris introduced visitors Donovan Preedom, scholarship recipient and presenter from Ft. White High School, Austin Bagby scholarship recipient and presenter from Bell High School, Wayne Oelfke, teacher and Grandfather of Austin Bagby, Dora Anne Grandy, Grandmother of Austin Bagby, Sandra Buck-Camp, Steve and Sue Sommer, parents of FGC student Bradley Sommer and Stew Lilker with the Columbia County Observer.

Trustee Renae Allen introduced Donovan Preedom and Austin Bagby as the State Science Fair Award recipients. Both Donovan and Austin presented their Science Fair projects to the Board and answered questions from the Board and audience. Following the presentation, both students were presented FGC scholarships by Trustee Renae Allen and President Lawrence Barrett.

Lee Pinchouck, Executive Director of the Foundation recognized Ms. Kathryn McInnis (Trustee) who represents the Dixie County Education Foundation for the three endowments that Dixie County has provided.

**IV. Audience of Any Citizen**

The Board Chair asked if any citizens would like to speak. The following visitors addressed the Board on separate topics: Ms. Sandra Buck-Camp, Ms. Sue Sommer, Mr. Steve Sommer and Mr. Stew Lilker.

**V. Approval of Minutes**

The Board approved the minutes from the previous meeting on May 14, 2019.

**Approved as presented**

**Motion by: Dr. Miguel Tepedino**

**Second by: Mr. David Crawford**

**VI. Student Government Report**

Mr. Colton Brewer, new Student Government Association President introduced himself to the Board and shared he is excited to have the opportunity to serve the students, faculty, staff and community as an advocate for FGC students.

Mr. Brewer shared he had the privilege of attending a Student Government Institute at the University of Florida. He has shared information with the incoming SGA Board from this event in order to develop their goals for the upcoming year.

Mr. Brewer went on to say that the SGA Board is reviewing and amending the SGA constitution in order to continue transforming the SGA comparable to other SGA's across the state. He went on to say that amending the constitution and restructuring will be the primary focus for the next month heading into the fall semester.

Another big goal that Mr. Brewer is focusing on is student involvement, getting students involved in organizations on campus.

**VII. Presentation of Consent Agendas**

- A. \*Personnel Matters
- B. \*Routine Contracts and Agreements
- C. \*Surplus Property
- D. \*Equity Report
- E. \*Foundation Donation
- F. \*Authorized List for Deferment Approval
- G. \*Approval of Course Changes
- H. \*Approval of New Courses
- I. \*Agreement between Florida Gateway College and Marlin M. Feagle, Attorney at Law, P.A.

All items approved as presented.

Motion by: Ms. Kathryn McInnis      Second by: Dr. Jim Surrency

**VIII. Academic Affairs**

Dr. Brian Dopson, Vice President of Academic Programs began by informing the Board that for the first time in 20 years, FGC students will have the opportunity to study abroad this summer. Ten students and two faculty members will participate in a study abroad program in the United Kingdom. The group will depart on June 30<sup>th</sup> and be in the U.K. for 3 weeks. The students will take a Humanities course as well as a Literature course while abroad earning six general education credits. In addition to their studies, students will visit historic sites such as Westminster Abby, St. Paul's Cathedral, Lincoln Castle, The Bodleian Library and the British Museum. The program leaders look forward to reporting to the Board at the August or September meetings about the experience.

Dr. Dopson was proud to announce that he received word from Pam Carswell that FGC was the only education preparation institute in the state of Florida for the community college system to be awarded 4 out of 4 stars on the annual program performance report.

Dr. Dopson went on to say that The Wizard of Oz performance will be held June 21<sup>st</sup>-23<sup>rd</sup> in the PAC and invited the Board members to attend.

Dr. Dopson informed the Board that the off-site SACSCOC accreditation report has been received and was happy to announce that out of an average of 16 findings of other colleges that FGC only received 10 findings that need correcting and the nature of the findings are very minute. Dr. Dopson went on to thank the many people that assisted with the writing, leading, editing and reviewing the document. Trustee Crawford commended Dr. Dopson and everyone that assisted in the process of the accreditation. Trustee Surrency also gave high accolades to the committee for the work that has been done and the minimal findings that require attention.

#### **IX. Enrollment Management & Student Affairs**

Dr. Jennifer Price, Vice President of Enrollment Management and Student Affairs began by informing the Board that 208 campers have enrolled for the summer camps. Registration is still ongoing now for camp.

She announced the next One Stop Enrollment day is scheduled to be held in the library on June 13, 2019 from 8:00 am to 6:00 pm for students to enroll in the fall semester.

Dr. Price informed the Board that enrollment is at a positive growth for summer and she expects it to finish that way. She also reported that preliminary fall registration is at a positive growth and also expects it to finish the same way.

#### **X. Business Services Report**

Michelle Holloway, Vice President for Business Services reviewed the PowerPoint slides from her workshop presentation on the budget. The proposed budget does not have an increase in tuition or fees for the upcoming year. It includes a four percent raise for full time and permanent part time faculty and staff and an eight percent increase in health care premiums starting in January 2020.

She asked the Board to approve the following items:

- B. \*Budget Amendment Number Seven (7) Restricted Current Fund (Fund 2) FY 2018-2019

**Approved as presented.**

**Motion by: Ms. Kathryn McInnis      Second by: Mr. Chuck Brannan**

- C. \*Budget Amendment Number Eight (8) Capital Outlay Plan for Unexpended Plant Fund (7) FY 2018-19

**Approved as presented.**

**Motion by: Dr. Jim Surrency      Second by: Dr. Athena Randolph**



trustee Dr. Miguel Tepedino for his kind words at the ceremony. Dr. Barrett named this event one of the highlights in his 4 years at FGC.

Dr. Barrett touched base on the SACSCOC off site report that Dr. Dopson spoke about and the process of the accreditation and how this is only the beginning of everything as the next step is to respond to the off-site committee who will be at FGC September 24-26<sup>th</sup>, 2019. From there the report will go to the SACS committee in December and then go in front of the SACS Board for approval in June 2020.

Dr. Barrett went on to say that he and 18 other college presidents attended a meeting with Commissioner Corcoran on May 21<sup>st</sup> in Tampa, FL to discuss his vision of the Florida College system.

On May 23<sup>rd</sup> Marlin Feagle, Board attorney and Dr. Barrett met with city manager, Joe Helfenberger as well as the city attorney, Fred Koberlein to clarify issues with right of ways on campus.

Dr. Barrett reminded the Board that at the August meeting the Board will reorganize and select a Chairperson and a Vice Chairperson for the upcoming year.

Dr. Barrett finalized by thanking the Board for their budget support and also thanked Michelle Holloway for all of her hard work on the budget.

B. \*Annual Review of the Mission Statement

**Approved as presented.**

**Motion by: Dr. Miguel Tepedino**

**Second by: Ms. Renae Allen**

C. \*Board Calendar

**Approved as presented.**

**Motion by: Dr. Jim Surrency**

**Second by: Mr. Chuck Brannan**

D. 2019-20 College Organizational Chart

**XII. Topics for future meetings**

**XII. Inspect Warrant Register**

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

The next Board meeting will be held August 13, 2019 at 5:00 pm in the FGC Board room.

The meeting adjourned at 7:01 pm.

Items provided to the Board at this meeting:

- Year to Date Financial Report Month Ending May 2019 FY 2019
- 2018-2019 Annual Equity Update
- Invitation to Automotive Technology Program Grand opening

- Various articles from the Lake City Reporter, Gilchrist County Journal and Baker County Press

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Ms. Suzanne Norris, Chair

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Dr. Lawrence Barrett, Secretary

**BOARD WORKSHOP MINUTES  
FLORIDA GATEWAY COLLEGE  
BOARD OF TRUSTEES**  
Wilson River Library and Media Center  
Building 200, Room 102  
June 4, 2019

***Board of Trustees Present:***

Ms. Suzanne Norris, Mr. Chuck Brannan, Dr. Miguel Tepedino, Mr. David Crawford, Dr. Jim Surrency, Ms. Kathryn McInnis, Dr. Athena Randolph, Ms. Renae Allen, and Board Attorney, Marlin Feagle

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

***Employees present:*** Dr. Lawrence Barrett, Ms. Michelle Holloway, Dr. Brian Dopson, Ms. Sharon Best and Ms. Karyn Congressi

***Guests:*** Stew Lilker and Tony Britt

**Call to Order**

At 4:51, the Board Workshop of the District Board of Trustees was called to order in Room 102 of the Wilson S. Rivers Library and Media Center of Florida Gateway College by Board Chair, Ms. Suzanne Norris. She welcomed everyone to today's workshop. The agenda order was changed.

**Reorganization**

The annual reorganization of the Board takes place at the beginning of the August meeting. Ms. Norris opened up discussion for those interested in serving in the positions of Chair, Vice Chair, Board Legislative Representative and Board Foundation Representative. Dr. Tepedino had expressed interest last month in the Board Chair role. Chair Norris asked Mr. Crawford if he would be interested in serving as Vice Chair if elected in August. He affirmed he would be honored to serve as the Vice Chair. Surrency had interest in the Foundation and Ms. Norris expressed interest in the Legislative Representative role.

**Annual Board Self Evaluation**

The annual Board self-evaluations were distributed along with a postage paid envelope for return mailing. Dr. Barrett reminded this is a requirement for SACS-COC that became effective last year. The Board was asked to return them by June 30 and the results would be discussed at the August Board meeting. Chair Norris reminded that annual financial disclosure forms are due July 1.

**Memberships**

Dr. Barrett discussed that he is considering discontinuing membership with the Council of Presidents (COP) as it is not working to meet the needs of all of the colleges. The cost is approximately \$8000. and none of the legislative budget requests have been approved that were submitted. He shared he feels the college can work directly with Commissioner Cochran and the College System without the membership of COP.

**2019-2020 College Budget Presentation**

Vice President Michelle Holloway reviewed a PowerPoint presentation with the Board that included the budget highlights, salary increase scenarios, and budget recap regarding the budget for 2019-20.

Tuition and fees have not been increased since 2013/14 as requested by the Board. She noted the salary schedule changes did not raise the minimum salary amounts, but did increase the maximums.

**Fund Balance**

President Barrett and VP Holloway discussed the upcoming changes due to recent legislature regarding fund balances. By August 31, the Board will need to have approved a spending plan to be submitted. This change in fund balance will affect Governmental Accounting Standards Board-Statement no. 68 (GASB 68) which has required us to maintain a fund balance high enough to cover all employee pensions and benefits. Both VP Holloway and President Barrett have concerns this new requirement could cause an audit finding.

**Adjournment**

There being no further business, the workshop was adjourned at 5:19 pm.

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

- Board Study Session Agenda
- Board Self Evaluation Form and return envelopes

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Suzanne Norris, Board Chair

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Lawrence Barrett, Secretary

**MINUTES**  
**FLORIDA GATEWAY COLLEGE**  
**DISTRICT BOARD OF TRUSTEES**  
**July 9, 2019**  
**5:00 pm, Special Meeting**  
**FGC Administration Building, Board Room**

**I. Call to Order**

The regular meeting of the District Board of Trustees was called to order July 9, 2019, at 5:02 pm in the Board Room of Florida Gateway College by Chairperson Suzanne Norris. Trustees Kathryn McInnis and Dr. Jim Surrency were absent. All votes were unanimous unless stated otherwise.

**II. Pledge of Allegiance**

Ms. Suzanne Norris, Chairperson, led the Board in the Pledge of Allegiance.

**III. Introduce Visitors & Audience of and Citizen**

There were no visitors present for the special meeting.

**VII. Presentation of Consent Item:**

- A. \*The Board of Trustees authorizes and approves acceptance of the US Department of Commerce-EDA-2018-Disaster Grant, and if approved, entry into the contract to accept new funding for the development of the Project.

**Approved as presented.**

**Motion by: Dr. Miguel Tepedino**

**Second by: Dr. Athena Randolph**

President Lawrence Barrett, provided a copy of the resolution agreement as well as a site plan for the board's review. He spoke about the grant, costs, requirements and usage of the funds, if received. He also informed the board that the college is already working to receive donations for the Olustee project such as a semi-tractor-trailer, trailer and a flatbed trailer. As part of the grant there is a simulator that will allow students to get the feel of driving a semi.

Mr. Marlin Feagle, Board attorney, came forward and gave credit to Ms. Sandra Johnston, Lee Pinchouck, Dr. Barrett and others for their hard works and efforts for this grant. One of the requirements was researching back 30 years to make sure the property has not been acquired by eminent domain. This was clear. He also worked with their attorney, Mark Thompson in Atlanta regarding other legalities pertaining to the grant to make sure we are prepared, if we receive.

The Board asked questions about training, tuition costs, scholarships and possible private donors.

Chairperson Norris read a letter of thanks from Board of Trustee scholarship recipient Melana Sweredoski. Dr. Barrett reminded the Board that a reception will be held for the Board of Trustee scholarship recipients on August 21<sup>st</sup> and invitations will be going out soon.

\*Following the meeting it was determined that the correct date for the BOT scholarship reception is August 20<sup>th</sup>.

Trustee Allen shared some good news regarding the student (Austin Bagby) that presented his science project at the June meeting, he was selected with another student to attend the Genius Olympiad in New York. She shared these students placed 1<sup>st</sup> and 2<sup>nd</sup>, this is highest we have had students place.

**IV. Adjournment**

The meeting adjourned at 5:20 pm.

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

The next Board meeting will be held August 13, 2019 at 5:00 pm in the FGC Board room.

Items provided to the Board at this meeting:

- Florida Gateway College Resolution No.: 2019-01
- Overall Site Plan Phase II Public Safety Complex, Baker County, FL

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Ms. Suzanne Norris, Chair

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Dr. Lawrence Barrett, Secretary

**AGENDA ITEM: VII.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: VIII.A.**

**Personnel Matters**

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

**PERSONNEL MATTERS  
AUGUST 13, 2019  
BOARD OF TRUSTEES MEETING**

**RESIGNATIONS/RETIREMENTS/TERMINATIONS:**

Criswell, Tiffany	Student Success Coach, Take Stock in Children (not filling position)	05/31/19
Davis, Medina	Senior Staff Assistant, Information Technology (position to be filled)	06/15/16
Jackson, Audrey	Director, Career Services (position to be filled)	07/11/19
Jones, Peggy	Account Clerk II, Business Services (position to be filled)	09/30/19
Kelly, Anna	Assistant Professor, Nursing (position to be filled)	05/03/19
Trimble, Suzanne	Assistant Professor, Nursing (position to be filled)	06/13/19

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

Bailey, Lisa	Senior Staff Assistant, Information Technology, Transfer	07/01/19
Bass, A. Lance	Computer Maintenance Technician, Technology, Salary Adjustment	07/01/19
Bierre, Kevin	Systems Analyst, Information Technology, Full-time	06/03/19
Chandler, Joyce	Casual Worker, Library, Part-time, Temporary	07/01/19-08/01/19
Cherian, Jestin	Computer Programmer, Information Technology, Full-time	06/17/19
Clark, Lillie	Staff Assistant I, Public Safety Training Center, Part-time, Temporary	05/01/19-08/01/19
Diaz, Michael	Tutor, Student Success, Part-time, Temporary	06/24/19-08/01/19
Garcia, Rochelle	Office Assistant, Library, Part-time, Temporary	07/01/19-08/01/19
Green, Travis	Systems Analyst, Information Services, Title Change Only	05/16/19
Green, Travis	Systems Analyst, Information Services, Salary Adjustment	07/01/19
Havens, Shelby	Assistant Professor, Nursing, Testing and Remediation, Full-time	08/12/19
Hightower, Lillian	Office Assistant, Dixie Center, Part-time, Temporary	05/30/19-07/31/19
Holmes, Joseph	Director, Business Services, Full-time	07/01/19
Lee, J. Michael	Project Manager, Olustee Expansion, Part-time, Temporary	07/01/19-12/19/19
Lee, Savannah	Office Assistant, Test Center, Part-time, Temporary	05/13/19-06/30/19
Lloyd, Erica	Tutor, Student Success, Part-time, Temporary	06/24/19-08/01/19
Mohan, Williema	Professor, Nursing, BSN Program, Full-time, Transfer	08/12/19
Nist, Carly	Tutor, Student Success, Part-time, Temporary	06/16/19-08/01/19
Ontiveros, Shelby	Casual Worker, Library, Part-time, Temporary	07/01/19-08/01/19
Ott, Catherine	Note-taker, Disability Services, Part-time, Temporary	05/13/19-06/30/19
Ott, Catherine	Note-taker, Disability Services, Part-time, Temporary	07/01/19-08/01/19
Patel, Siddhy	Switchboard Operator, Procurement & Contracts, Part-time, Temporary	07/01/19-12/18/19
Peace, Matthew	Associate Dean, Academic Affairs, Educational Adjustment	05/01/19
Raulerson, Laura	Assistant Professor, Nursing, Full-time	08/12/19
Schrader, Kacey	Director, Recruitment and Communication, Salary Adjustment	07/01/19
Steingart, Mark	Executive Director, Information Technology/CIO, Full-time	08/16/19
Tomlinson, Sandra	Director, Student Success, Salary Adjustment	07/01/19
Westberry, Becky	Director, Financial Aid, Salary Adjustment	07/01/19
Wright, Natalie	Associate Director, Institutional Effectiveness and Assessment, Title Change Only	05/01/15

**STUDENTS:**

Ash, Anaston	Student Assistant, Student Life, Part-time, Temporary	06/03/19-08/01/19
Koger, Mason	Student Assistant, Media & Public Information, Part-time, Temporary	05/28/19-06/30/19
Koger, Mason	Student Assistant, Media & Public Information, Part-time, Temporary	07/08/19-08/01/19
Metz, Caroline	Student Assistant, Library, Part-time, Temporary	07/01/19-08/01/19

**SHORT TERM CONTRACTS:**

Bowers, Marjorie	Teach EMT and Paramedic Review for National Registry Exam	07/01/19-07/10/19
Byrd, Mikael	Illustration and Animation for the Production of the Wizard of Oz	05/08/19-05/31/19
Weatherholt, Mary	Assistant Director for the Production of the Wizard of Oz	05/08/19-05/31/19

**ADJUNCT FACULTY/OVERLOAD CONTRACTS:**

See attached pages

Academic Affairs  
 Summer 2019  
 Terms A6, A12, B4, B6

Instructor Name	CRN	Course Number	TITLE	CREDITS	PART OF TERM	START DATE	END DATE
Aguilar, Kristen	30261	SPC 2608-011	Public Speaking	3	A6	5/6/19	6/17/19
Aguilar, Kristen	30262	SPC 2608-012	Public Speaking	3	A6	5/6/19	6/17/19
Aguilar, Sandra	30207	SLS 1501-011	The College Experience	3	A6	5/6/19	6/17/19
Aguilar, Sandra	30208	SLS 1501-012	The College Experience	3	A6	5/6/19	6/17/19
Aguilar, Sandra	30209	SLS 1501-013	The College Experience	3	A6	5/6/19	6/17/19
Akey, Maureen	30289	BSC 2010C-011	General Biology I with Lab	4	A6	5/6/19	6/17/19
Akey, Maureen	30291	BSC 2010C-013	General Biology I with Lab	4	A6	5/6/19	6/17/19
Allen, Tina	30413	SPC 2608-H01	Public Speaking	3	B4	6/5/19	7/2/19
Allen, Yalori	30244	NUR 2261-071	Transition to Adult Health II	11.5	A12	5/6/19	8/1/19
Appling, Leonard	30251	ENC 1101-011	Freshman Composition I	3	A12	5/6/19	8/1/19
Appling, Leonard	30253	ENC 1101-013	Freshman Composition I	3	A6	5/6/19	6/17/19
Appling, Leonard	30255	ENC 1102-011	Freshman Composition II	3	A12	5/6/19	8/1/19
Appling, Leonard	30254	ENC 1101-014	Freshman Composition I	3	B6	6/20/19	8/1/19
Appling, Leonard	30257	ENC 1102-013	Freshman Composition II	3	B6	6/20/19	8/1/19
Avery, Carrie	30236	REL 2210-011	Religious Thought Old Test	3	A12	5/6/19	8/1/19
Baker, Michael	30396	ENC 1210-H71	Technical Writing	3	A6	5/6/19	6/17/19
Baker, Michael	30223	HUM 2390-H01	Themes in the Humanities	3	B6	6/20/19	8/1/19
Barger, Janet	30395	EVS 2893C-011	Environmental Sampling and Analysis I	5	A12	5/6/19	8/1/19
Beauchamp, Dianne	30244	NUR 2261-071	Transition to Adult Health II	11.5	A12	5/6/19	8/1/19
Bedard, Thomas	30244	NUR 2261-071	Transition to Adult Health II	11.5	A12	5/6/19	8/1/19
Beverly , DeAnna	30005	NUR 4827-012	Leadership and Management in Professional Nursing	3	A6	5/6/19	6/17/19
Boice, Cheryl	30290	BSC 2010C-012	General Biology I with Lab	4	A6	5/6/19	6/17/19
Boice, Cheryl	30333	MCB 2010-001	Microbiology	3	A12	5/6/19	8/1/19
Boice, Cheryl	30335	MCB 2010-002	Microbiology	3	A12	5/6/19	8/1/19
Boice, Cheryl	30334	MCB 2010L-011	Microbiology Lab	1	A12	5/6/19	8/1/19
Boice, Cheryl	30336	MCB 2010L-012	Microbiology Lab	1	A12	5/6/19	8/1/19
Boyd, Lynne	30298	REA 0017-011	Principles of Reading II	3	A12	5/6/19	8/1/19
Buskohl-Coulton, Mary	30239	HUN 1201-011	Human Nutrition	3	A12	5/6/19	8/1/19
Bryant Davis, Kimberly	30381	SLS 1501-001	The College Experience	3	A12	5/6/19	8/1/19
Calcano, Sylvia	30269	MAC 1105-011	College Algebra	3	A6	5/6/19	6/17/19
Calcano, Sylvia	30270	MAC 1105-012	College Algebra	3	B6	6/20/19	8/1/19
Che-Tuma, Mabel	30297	NUR 4636C-012	Community Health	4	B6	6/20/19	8/1/19
Clark, Christal	30016	CJC 1000-011	Intro to Corrections	3	A6	5/6/19	6/17/19
Clark, Christal	30015	CJC 2400-011	Understanding Criminal Behavior	3	A12	5/6/19	8/1/19

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Clark, Christal	30014	CJL 2062-0I1	Constitutional Law	3	A12	5/6/19	8/1/19
Cobb, Elizabeth	30252	ENC 1101-0I2	Freshman Composition I	3	A4	5/6/19	6/3/19
Cochrane, Ellen	30051	GCO 2601-0I1	Materials Calculations	3	A12	5/6/19	8/1/19
Cochrane, Ellen	30050	GCO 2442C-0I1	Integrated Pest Management II	3	A12	5/6/19	8/1/19
Cochrane, Ellen	30048	GCO 2431-0I1	Golf and Landscape Irrigation	3	A12	5/6/19	8/1/19
Copeland, Charysy	30265	SPN 1121-0I2	Elementary Spanish II	4	B6	6/20/19	8/1/19
Craig, John	30341	BSC 2010C-01P	General Biology I with Lab	4	A12	5/6/19	8/1/19
Craig, John	30293	BSC 2010C-0I4	General Biology I with Lab	4	B6	6/20/19	8/1/19
Craig, John	30299	BSC 2011C-0I1	General Biology II with Lab	4	B6	6/20/19	8/1/19
Craig, John	30325	CHM 2045-0I3	General Chemistry I	3	B6	6/20/19	8/1/19
Craig, John	30326	CHM 2045L-0I4	General Chemistry I Lab	1	B6	6/20/19	8/1/19
Cross, Dawn	30013	EEC 1309-0I1	Early Child Education Found	3	A6	5/6/19	6/17/19
Cross, Dawn	30012	EEC 2949C-0I1	Internship Child Development	2	A12	5/6/19	8/1/19
Davis, Melissa	30002	NUR 3164-0I2	Nursing Research and Informatics	3	A6	5/6/19	6/17/19
Dees, Allyson	30043	EDF 2085-3I1	Introduction to Diversity	3	A12	5/6/19	8/1/19
Dees, Allyson	30044	EEX 2010-0I1	Intro to Excep. Child	3	A6	5/6/19	6/17/19
Dees, Allyson	30400	SLS 1501-H01	The College Experience	3	A6	5/6/19	6/17/19
Denninger, Corey	30062	EVR 4949-0I1	Environmental Studies Practicum	3	A12	5/6/19	8/1/19
Denninger, Corey	30061	EVS 3044-0I1	Water Resources with App in GIS	3	A12	5/6/19	8/1/19
Denson, Japera	30093	HIM 1433-0I1	Human Disease	3	A12	5/6/19	8/1/19
Denzer, Laura	30181	ARH 1000-0I1	Art Appr and Intro to Vis Arts	3	A12	5/6/19	8/1/19
Doten, Kendra	30205	WOH 2012-0I1	World History I	3	A6	5/6/19	6/17/19
Doten, Kendra	30342	ARH 2051-0I1	Art History: Renaiss to Modern	3	B6	6/20/19	8/1/19
Doten, Kendra	30229	WOH 2022-0I1	World History II	3	B6	6/20/19	8/1/19
Douglas, Frederic	30275	MAT 0028-001	Elementary Algebra	3	A12	5/6/19	8/1/19
Douglas, Frederic	30278	MAT 1033-001	Intermediate Algebra	3	A6	5/6/19	6/17/19
Douglas, Frederic	30285	STA 2023-001	Elementary Statistics	3	A6	5/6/19	6/17/19
Douglas, Frederic	30453	MAT 1033-002	Intermediate Algebra	4	B6	6/20/19	8/1/19
Durrance, Michael	30267	MAC 1105-001	College Algebra	3	A6	5/6/19	6/17/19
Durrance, Michael	30272	MAC 1140-001	Precalculus	3	A6	5/6/19	6/17/19
Evans, Jennifer	30274	MAT 0018-001	Arithmetic with Algebra	3	A6	5/6/19	6/17/19
Evans, Jennifer	30277	MAT 0028-0I1	Elementary Algebra	3	A6	5/6/19	6/17/19

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Evans, Jennifer	30282	MGF 1106-011	Mathematics for Liberal Arts I	3	A6	5/6/19	6/17/19
Evans, Jennifer	30268	MAC 1105-002	College Algebra	3	B6	6/20/19	8/1/19
Evans, Jennifer	30271	MAC 1114-001	Trigonometry	3	B6	6/20/19	8/1/19
Evans, Jennifer	30283	MGF 1106-012	Mathematics for Liberal Arts I	3	B6	6/20/19	8/1/19
Forsyth, Cindy	30039	EPI 0003-I41	Technology	3	A4	5/6/19	6/3/19
Forsyth, Cindy	30040	EPI 0003-I42	Technology	3	A4	5/6/19	6/3/19
Givens, Kaila	30094	HSC 2531-011	Medical Terminology	3	A12	5/6/19	8/1/19
Givens, Kaila	30095	HSC 2531-012	Medical Terminology	3	A6	5/6/19	6/17/19
Givens, Kaila	30096	HSC 2531-013	Medical Terminology	3	B6	5/6/19	6/17/19
Givvines, James	30337	PHY 1020-H01	Essentials of Physics	3	A6	5/6/19	6/17/19
Givvines, James	30424	PHY 2048C-050	Gen Physics w Calculus I	5	A12	5/6/19	8/1/19
Givvines, James	30338	PHY 2049C-001	Gen Physics w Calculus II	5	A12	5/6/19	8/1/19
Givvines, James	30434	PHY 2049C-050	Gen Physics w Calculus II	5	A12	5/6/19	8/1/19
Givvines, James	30339	PHY 2054C-001	General Physics II	4	A12	5/6/19	8/1/19
Givvines, James	30388	MAC 1105-H01	College Algebra	3	B6	6/20/19	8/1/19
Givvines, James	30340	PSC 1341-011	Physical Science	3	B6	6/20/19	8/1/19
Guzman, Juan	30301	BSC 2085-011	Anatomy and Physiology I	3	A6	5/6/19	6/17/19
Guzman, Juan	30302	BSC 2085L-H01	Anatomy and Physiology I Lab	1	A6	5/6/19	6/17/19
Guzman, Juan	30311	BSC 2086-011	Anatomy and Physiology II	3	A6	5/6/19	6/17/19
Guzman, Juan	30312	BSC 2086L-H71	Anatomy and Physiology II Lab	1	A6	5/6/19	6/17/19
Hamilton, Andrew	30197	MUL 1010-012	Music Appreciation	3	A6	5/6/19	6/17/19
Hamilton, Andrew	30224	MUL 1010-013	Music Appreciation	3	B6	6/20/19	8/1/19
Hawes, John	30319	CHM 2045-001	General Chemistry I	3	A6	5/6/19	6/17/19
Hawes, John	30321	CHM 2045-011	General Chemistry I	3	A6	5/6/19	6/17/19
Hawes, John	30320	CHM 2045L-011	General Chemistry I Lab	1	A6	5/6/19	6/17/19
Hawes, John	30322	CHM 2045L-012	General Chemistry I Lab	1	A6	5/6/19	6/17/19
Hawes, John	30323	CHM 2045-012	General Chemistry I	3	B6	6/20/19	8/1/19
Hawes, John	30324	CHM 2045L-013	General Chemistry I Lab	1	B6	6/20/19	8/1/19
Hawes, John	30327	CHM 2046-001	General Chemistry II	3	B6	6/20/19	8/1/19
Hawes, John	30328	CHM 2046L-011	General Chemistry II Lab	1	B6	6/20/19	8/1/19
Heeke, Robin	30216	AMH 2010-012	U S History to 1865	3	B6	6/20/19	8/1/19
Heeke, Robin	30228	POS 1041-012	American Government	3	B6	6/20/19	8/1/19
Hernandez, Caryl	30264	SPN 1120-011	Elementary Spanish I	4	A6	5/6/19	6/17/19
Hernandez, Caryl	30410	SPN 1120-H01	Elementary Spanish I	4	A12	5/6/19	8/1/19
Hurner, David	30411	ENC 1102-001	Freshman Composition II	3	A12	5/6/19	8/1/19
Hurst, Ryan	30066	WFWX 0004-A11	Water Treatment Operator Module 2	1.33	W	6/5/19	7/2/19

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Hurst, Ryan	30059	EVS 2930-011	Spec. Topic: Water Treatment Operations	4	A12	5/6/19	8/1/19
Hurst, Ryan	30065	WFWX 0003-A11	Water Treatment Operator Module 1	1.33	W	5/6/19	6/3/19
Hurst, Ryan	30060	EVS 2931-011	Spec. Topic: Water Treatment Operations	4	A12	5/6/19	8/1/19
Ingram, Deborah	30245	NUR 2261-H01	Transition to Adult Health II	11.5	A12	5/6/19	8/1/19
Jennings, Danielle	30010	CHD 1312-011	Infants and Toddlers	3	A6	5/6/19	6/17/19
Johnson, Denise	30081	DEP 2001-011	Child Development	3	A6	5/6/19	6/17/19
Johnson, Denise	30392	DEP 2004-001	Human Growth and Development	3	A12	5/6/19	8/1/19
Johnson, Denise	30393	PSY 2012-001	General Psychology I	3	A12	5/6/19	8/1/19
Johnson, Denise	30082	PSY 2012-011	General Psychology I	3	A6	5/6/19	6/17/19
Johnson, Denise	30083	PSY 2012-012	General Psychology I	3	A6	5/6/19	6/17/19
Johnson, Denise	30087	DEP 2004-013	Human Growth and Development	3	B6	6/20/19	8/1/19
Johnson, Denise	30089	PSY 2012-013	General Psychology I	3	B6	6/20/19	8/1/19
Johnson, Denise	30090	PSY 2012-014	General Psychology I	3	B6	6/20/19	8/1/19
Kalaf, John	30033	EMS 2273-01J	Paramedic 3 Lecture	1	A12	5/6/19	8/1/19
Kalaf, John	30035	EMS 2272-01J	Paramedic 2 Lecture	5	A12	5/6/19	8/1/19
Kalaf, John	30058	EMS 2272-02J	Paramedic 2 Lecture	5	A12	5/6/19	8/1/19
Kane, Mustapha	30329	GLY 1001-011	Earth Science	3	A6	5/6/19	6/17/19
Kane, Mustapha	30330	GLY 1001-012	Earth Science	3	A6	5/6/19	6/17/19
Kane, Mustapha	30428	GLY 1001-50P	Earth Science	3	A12	5/6/19	8/1/19
Kane, Mustapha	30331	GLY 1001-013	Earth Science	3	B6	6/20/19	8/1/19
Kane, Mustapha	30332	GLY 1001-014	Earth Science	3	B6	6/20/19	8/1/19
Knight, Kayla	30401	ENC 1101-001	Freshman Composition I	3	A12	5/6/19	8/1/19
Larramore, Cecelia	30179	ACG 2021-011	Intro to Financial Accounting	4	A12	5/6/19	8/1/19
Larramore, Cecelia	30180	ACG 2071-011	Intro to Managerial Accounting	3	A12	5/6/19	8/1/19
Larramore, Cecelia	30345	APA 2144-011	Intro to QuickBooks	3	A12	5/6/19	8/1/19
Larramore, Cecelia	30211	FIN 2104-011	Personal Finance	3	A6	5/6/19	6/17/19
Larramore, Cecelia	30212	GEB 1011-011	Introduction to Business	3	A6	5/6/19	6/17/19
Lathrop, David	30394	EVS 2179C-011	Water Analysis and Monitoring	3	A12	5/6/19	8/1/19
Lombo, Doris	30300	BSC 2084C-011	Essentials of Anat and Phys I	4	A6	5/6/19	6/17/19
Lombo, Doris	30303	BSC 2085-012	Anatomy and Physiology I	3	A6	5/6/19	6/17/19
Lombo, Doris	30304	BSC 2085L-H72	Anatomy and Physiology I Lab	1	A6	5/6/19	6/17/19

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Lombo, Doris	30309	BSC 2085-014	Anatomy and Physiology I	3	B6	6/20/19	8/1/19
Lombo, Doris	30310	BSC 2085L-H74	Anatomy and Physiology I Lab	1	B6	6/20/19	8/1/19
Lombo, Doris	30317	BSC 2086-013	Anatomy and Physiology II	3	B6	6/20/19	8/1/19
Lombo, Doris	30318	BSC 2086L-H73	Anatomy and Physiology II Lab	1	B6	6/20/19	8/1/19
Love, Patricia	30003	NUR 3164-013	Nursing Research and Informatics	3	A6	5/6/19	7/6/19
Love, Patricia	30294	NUR 4837-012	Health Care Policy and Economics	3	B6	6/20/19	8/1/19
Maggio, James	30182	BUL 2241-011	Business Law I	3	A12	5/6/19	8/1/19
Maggio, James	30185	POS 1041-011	American Government	3	A12	5/6/19	8/1/19
Maxwell-White, Delia	30243	PRN 0381C-001	Med. Surg. Life Span 1	10	A12	5/6/19	8/1/19
McMahon, Sean	30188	AMH 2020-011	U S History from 1865	3	A6	5/6/19	6/17/19
McMahon, Sean	30189	AMH 2020-012	U S History from 1865	3	A6	5/6/19	6/17/19
McMahon, Sean	30217	AMH 2020-013	U S History from 1865	3	B6	6/20/19	8/1/19
McMahon, Sean	30218	AMH 2020-014	U S History from 1865	3	B6	6/20/19	8/1/19
McMahon, Tabatha	30259	SPC 2608-H71	Public Speaking	3	A6	5/6/19	6/17/19
McMahon, Tabatha	30263	SPC 2608-013	Public Speaking	3	B6	6/20/19	8/1/19
McMahon, Tabatha	30260	SPC 2608-H72	Public Speaking	3	B6	6/20/19	8/1/19
Messenger, Ali	30055	EVR 1001-001	Introduction to Environmental Science	3	A12	5/6/19	8/1/19
Messenger, Ali	30056	EVR 1001L-001	Introduction to Environmental Science Lab	1	A12	5/6/19	8/1/19
Mimbs, Timothy	30214	GEB 2214-011	Business Communications	3	A6	5/6/19	6/17/19
Mimbs, Timothy	30213	MAR 2011-011	Principles of Marketing	3	A6	5/6/19	6/17/19
Mimbs, Timothy	30429	MNA 2345-011	Principles of Supervision	3	A12	5/6/19	8/1/19
Mimbs, Timothy	30186	SBM 2000-011	Small Business Management	3	A12	5/6/19	8/1/19
Mimbs, Timothy	30235	GEB 1011-012	Introduction to Business	3	B6	6/20/19	8/1/19
Mimbs, Timothy	30234	GEB 1949-011	Business Internship	2	B6	6/20/19	8/1/19
Mora Medina, Pedro	30273	MAC 2311-001	Calculus I	3	A12	5/6/19	8/1/19
Mora Medina, Pedro	30279	MAT 1033-011	Intermediate Algebra	4	A6	5/6/19	6/17/19
Mora Medina, Pedro	30281	MGF 1100-011	Quantitative Literacy	3	A6	5/6/19	6/17/19
Mora Medina, Pedro	30284	MGF 1107-011	Mathematics for Lib Arts II	3	B6	6/20/19	8/1/19
Mora Medina, Pedro	30280	MAT 1033-012	Intermediate Algebra	4	B6	6/20/19	8/1/19
Mora Medina, Pedro	30284	MGF 1107-011	Mathematics for Lib Arts II	3	B6	6/20/19	8/1/19
Moses, Timothy	30196	HUM 2551-011	Philosophy and Religion	3	A6	5/6/19	6/17/19
Moses, Timothy	30202	PHI 1100-011	Introduction to Logic	3	A6	5/6/19	6/17/19
Moses, Timothy	30203	PHI 2600-011	Ethics	3	A6	5/6/19	6/17/19
Moses, Timothy	30204	PHI 2600-012	Ethics	3	A6	5/6/19	6/17/19

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Moses, Timothy	30225	HUM 2551-0I2	Philosophy and Religion	3	B6	6/20/19	8/1/19
Moses, Timothy	30226	PHI 2600-0I3	Ethics	3	B6	6/20/19	8/1/19
Moses, Timothy	30227	PHI 2600-0I4	Ethics	3	B6	6/20/19	8/1/19
Murdzhev, Pavel	30391	AMH 2020-H01	U S History from 1865	3	A6	5/6/19	6/17/19
Murdzhev, Pavel	30191	HUM 2020-H01	Introduction to the Humanities	3	A6	5/6/19	6/17/19
Murdzhev, Pavel	30238	WOH 2012-H01	World History I	3	A6	5/6/19	6/17/19
Nieves, Kathleen	30004	NUR 4827-0I1	Leadership and Management in Professional Nursing	3	A6	5/6/19	6/17/19
Nieves, Kathleen	30006	NUR 4837-0I1	Health Care Policy and Economics	3	B6	6/20/19	8/1/19
Noffsinger, William	30074	COP 2830-0I1	Basic Web Page Programming	3	A6	5/6/19	6/17/19
Noffsinger, William	30073	CGS 1570-0I1	Computer Applications	3	A12	5/6/19	8/1/19
Noffsinger, William	30075	COP 1800-0I1	JAVA	3	A12	5/6/19	8/1/19
Nordmeyer, Denise	30389	MAT 1033-H01	Intermediate Algebra	4	A6	5/6/19	6/17/19
Nordmeyer, Denise	30276	MAT 0028-002	Elementary Algebra	3	B6	6/20/19	8/1/19
Nortz, Christine	30085	SYG 1000-0I2	Intro to Sociology	3	A6	5/6/19	6/17/19
Nortz, Christine	30084	SYG 2430-0I1	Marriage and the Family	3	A6	5/6/19	6/17/19
Nortz, Christine	30091	SYG 2430-0I2	Marriage and the Family	3	B6	6/20/19	8/1/19
Oymayan, Avo	30064	PAD 4351-0I1	Environmental Policy and Management	3	A12	5/6/19	8/1/19
Oymayan, Avo	30057	EVS 1026C-0I1	Chemistry and Biology of Natural	4	A12	5/6/19	8/1/19
Page, Angela	30243	PRN 0381C-001	Med. Surg. Life Span 1	10	A12	5/6/19	8/1/19
Pardo, Gabriel	30305	BSC 2085-001	Anatomy and Physiology I	3	A12	5/6/19	8/1/19
Pardo, Gabriel	30307	BSC 2085-0I3	Anatomy and Physiology I	3	A12	5/6/19	8/1/19
Pardo, Gabriel	30306	BSC 2085L-011	Anatomy and Physiology I Lab	1	A12	5/6/19	8/1/19
Pardo, Gabriel	30308	BSC 2085L-H73	Anatomy and Physiology I Lab	1	A12	5/6/19	8/1/19
Pardo, Gabriel	30313	BSC 2086-001	Anatomy and Physiology II	3	A12	5/6/19	8/1/19
Pardo, Gabriel	30315	BSC 2086-0I2	Anatomy and Physiology II	3	A12	5/6/19	8/1/19
Pardo, Gabriel	30314	BSC 2086L-011	Anatomy and Physiology II Lab	1	A12	5/6/19	8/1/19
Pardo, Gabriel	30316	BSC 2086L-H72	Anatomy and Physiology II Lab	1	A12	5/6/19	8/1/19
Parrish, Destiney	30245	NUR 2261-H01	Transition to Adult Health II	11.5	A12	5/6/19	8/1/19
Parrish, Jamie	30295	NUR 4837-0I3	Health Care Policy and Economics	3	B6	6/20/19	8/1/19

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Petersen, Joseph	30072	WFWX 0016-AI1	The Utility Manager, Water/WW A Water Dist. 1	2.5	W	5/6/19	7/2/19
Pfleiderer, Daniel	30069	WFWX 0007-AI1	Wastewater Treatment Operator Module 2	1.33	W	6/5/19	7/2/19
Pfleiderer, Daniel	30058	EVS 2005-0I1	Treat of Water and Wastewater	4	A12	5/6/19	8/1/19
Pfleiderer, Daniel	30063	PAD 4052-0I1	Public Management Practices	3	A12	5/6/19	8/1/19
Pfleiderer, Daniel	30068	WFWX 0006-AI1	Introduction to Wastewater Treatment Oper. Module 1	1.33	W	5/6/19	6/3/19
Rainey, Heather K	30412	ENC 1102-H1P	Freshman Composition II	3	A12	5/6/19	8/1/19
Ray, Melissa A	30248	ENC 0015-0I1	Principles of Writing I	3	A12	5/6/19	8/1/19
Ray, Melissa A	30249	ENC 0025-0I1	Principles of Writing II	3	A12	5/6/19	8/1/19
Redsicker, Christine	30245	NUR 2261-H01	Transition to Adult Health II	11.5	A12	5/6/19	8/1/19
Redsicker, Christine	30243	PRN 0381C-001	Med. Surg. Life Span 1	10	A12	5/6/19	8/1/19
Reichert, Rebecca K	30421	ASL 1140-0I2	American Sign Language I	4	A6	5/6/19	6/17/19
Rodgers, Miranda	30001	NUR 3164-0I1	Nursing Research and Informatics	3	A6	5/6/19	6/17/19
Rogers, Mary E	30256	ENC 1102-0I2	Freshman Composition II	3	A6	5/6/19	6/17/19
Rogers, Mary E	30258	LIT 2110-0I1	World Literature I	3	A12	5/6/19	8/1/19
Rogers, Mary E	30430	CRW 2001-050	Creative Writing	3	B6	6/20/19	8/1/19
Rogers, Mary E	30431	CRW 2001-051	Creative Writing	3	B6	6/20/19	8/1/19
Rogers, Mary E	30266	LIT 2000-H71	Introduction to Literature	3	B6	6/20/19	8/1/19
Rousseau, Lenora B	30237	REL 2246-0I1	Religious Thought in New Test	3	A12	5/6/19	8/1/19
Shadle, Joseph D	30210	ECO 2013-0I1	Macroeconomics	3	A6	5/6/19	6/17/19
Shadle, Joseph D	30233	ECO 2023-0I1	Microeconomics	3	B6	6/20/19	8/1/19
Shepard, Randy	30296	NUR 4636C-0I1	Community Health	4	B6	6/20/19	8/1/19
Siff, Todd B	30195	HUM 2020-H71	Introduction to the Humanities	3	A6	5/6/19	6/17/19
Siff, Todd B	30206	THE 2000-0I1	Theatre Appreciation	3	A6	5/6/19	6/17/19
Siff, Todd B	30343	THE 2925-071	Theatre Production	3	A6	5/6/19	6/17/19
Smith, Andrea K	30231	SLS 1501-0I4	The College Experience	3	B6	6/20/19	8/1/19
Smith, Andrea K	30232	SLS 1501-0I5	The College Experience	3	B6	6/20/19	8/1/19
Smith, Frederick K	30192	HUM 2020-0I1	Introduction to the Humanities	3	A6	5/6/19	6/17/19
Smith, Frederick K	30193	HUM 2020-0I2	Introduction to the Humanities	3	A6	5/6/19	6/17/19
Smith, Frederick K	30194	HUM 2020-0I3	Introduction to the Humanities	3	A6	5/6/19	6/17/19

Academic Affairs  
 Summer 2019  
 Terms A6, A12, B4, B6

Instructor Name	CRN	Course Number	TITLE	CREDITS	PART OF TERM	START DATE	END DATE
Smith, Frederick K	30183	MUL 1010-011	Music Appreciation	3	A12	5/6/19	8/1/19
Smith, Frederick K	30219	HUM 2020-014	Introduction to the Humanities	3	B6	6/20/19	8/1/19
Smith, Frederick K	30220	HUM 2020-015	Introduction to the Humanities	3	B6	6/20/19	8/1/19
Smith, Frederick K	30221	HUM 2020-016	Introduction to the Humanities	3	B6	6/20/19	8/1/19
Smith, William	30046	GCO 1400C-011	Turfgrass for Golf and Landscape	3	A12	5/6/19	8/1/19
Smith, William	30047	GCO 1402-011	Turfgrass Science	3	A12	5/6/19	8/1/19
Smith, William	30052	ORH 1517-011	Turfgrass Plants	3	A12	5/6/19	8/1/19
Sprenger, Audrey M	30077	SYG 1000-011	Intro to Sociology	3	A12	5/6/19	8/1/19
Sprenger, Audrey M	30092	SYG 1000-013	Intro to Sociology	3	B6	6/20/19	8/1/19
Sprenger, Audrey M	30086	SYG 1000-H1P	Intro to Sociology	3	B6	6/20/19	8/1/19
Stanley, Jason	30045	BOT 1000-011	Principles of Plant Growth	3	A12	5/6/19	8/1/19
Stanley, Jason	30049	GCO 2441-011	Integrated Pest Management I	3	A12	5/6/19	8/1/19
Stoeckert, Stacy	30241	HUN 1201-013	Human Nutrition	3	A12	5/6/19	8/1/19
Swanson, Misty M	30078	DEP 2004-H71	Human Growth and Development	3	A12	5/6/19	8/1/19
Takhistova, Tetiana	30286	STA 2023-011	Elementary Statistics	3	A6	5/6/19	6/17/19
Takhistova, Tetiana	30287	STA 2023-012	Elementary Statistics	3	A12	5/6/19	8/1/19
Takhistova, Tetiana	30288	STA 2023-013	Elementary Statistics	3	B6	6/20/19	8/1/19
Taylor, Wyatt G	30190	AMH 2010-011	U S History to 1865	3	A6	5/6/19	6/17/19
Tomlinson, Sandra S	30187	SLS 1501-H71	The College Experience	3	A12	5/6/19	8/1/19
Witkowski, Ashley	30054	SWS 1102-011	Soils and Fertilizers	3	A12	5/6/19	8/1/19
Witkowski, Ashley	30053	PLS 1021C-011	Applied Agricultural Chemistry	3	A12	5/6/19	8/1/19
Wooten, Patricia M	30246	ASL 1140-011	American Sign Language I	4	A6	5/6/19	6/17/19
Wooten, Patricia M	30247	ASL 1150-011	American Sign Language II	4	B6	6/20/19	8/1/19
Wooten, Patricia M	30422	ASL 1150-012	American Sign Language II	4	B6	6/20/19	8/1/19
Wright, Debra A	30079	DEP 2004-011	Human Growth and Development	3	A6	5/6/19	6/17/19
Wright, Debra A	30080	DEP 2004-012	Human Growth and Development	3	A6	5/6/19	6/17/19
Wright, Debra A	30088	DEP 2004-014	Human Growth and Development	3	B6	6/20/19	8/1/19

**AGENDA ITEM: VIII.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 13, 2019**

**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:** Columbia County School Board  
Gilchrist County School District  
Union County School District  
Covenant Community School - Columbia County  
Dixie County Learning Center - Dixie County  
Faith Baptist Academy - Baker County  
Lake City Christian Academy - Columbia County  
New Generation Christian School - Columbia County  
United Christian Academy - Baker County  
Victory Christian School - Gilchrist 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 Career Pathways Articulation Agreement with the Second Party for the 2019-2020 academic school year.

**Cost:** None

- 2. Second Party:** Kathryn Johnson - Baker County  
Brie Miller - Baker County  
Anna Jeffries - Columbia County  
Camron Kroger - Columbia County  
Abigail Shaw - Columbia County  
Zia Toundas - Columbia County  
Stephen Wiggan - Columbia County  
Aidan Messina - Gilchrist County  
Alexa Neilson - Gilchrist County  
Emily Bielejeski - Suwannee County  
Laura Walbridge - Suwannee County  
Joshua Summerhill - 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 2019-2020 academic school year.

**Cost:** None

3. **Second Party:** Avalon Healthcare and Rehabilitation Center  
Gainesville Physical Therapy and Wellness, LLC  
HCR Healthcare, LLC  
UF's Baby Gator Child Development and Research Center  
**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
  
4. **Second Party:** Baker County School District - Macclenny, FL  
**Narrative:** The College entered into an Agreement with Baker County School District to provide Baker County High School students instruction in Water and Wastewater Treatment during the 2019 spring term.  
**Cost:** The College was compensated \$ 1,980.00
  
5. **Second Party:** CJS Academy, LLC - Oviedo, FL  
**Narrative:** The College entered into an Agreement with CJS Academy, LLC to provide testing software for the Florida Basic Recruit Training Program.  
**Cost:** \$ 55.00 per student, plus \$ 1,200.00 annually for maintenance
  
6. **Second Party:** Clear Channel Outdoor - Ocala, FL  
**Narrative:** The College entered into an Agreement with Clear Channel Outdoor for the rental of a billboard located on SR 100 .1MI W/O SR 121 in Lake Butler.  
**Cost:** \$ 5,220.00
  
7. **Second Party:** Ellucian Company, L.P. - Malvern, PA  
**Narrative:** The College entered into an Agreement with Ellucian Company, L.P. to provide Banner Student consulting services and project management services.  
**Cost:** \$13,640.00
  
8. **Second Party:** EMSI -  
**Narrative:** The College entered into an Agreement with EMSI to provide a 3-Year license for a Customized Career Coach Website subscription.  
**Cost:** \$ 10,000.00 per year
  
9. **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 for a Student Activities event held August 19-20, 2019.  
**Cost:** \$ 2,250.00

10. **Second Party:** Evisions, Inc. - Irvine, CA  
**Narrative:** The College entered into an Agreement with Evisions, Inc. to provide software maintenance and support for FormFusion, IntelCheck Accounts Payable, Argos, and IntelCheck Payroll.  
**Cost:** \$ 135,718.00 over 3 years
11. **Second Party:** Florida Department of Law Enforcement - Tallahassee, FL  
**Narrative:** The College entered into an Agreement with Florida Department of Law Enforcement to authorize the College to administer the State Officer Certification Examination (SOCE) to eligible applicants.  
**Cost:** None
12. **Second Party:** JEA - Jacksonville, FL  
**Narrative:** The College entered into an Independent Contractor Agreement with JEA for the College to provide Water Distribution Systems Operator Level 3 training to JEA water systems operators.  
**Cost:** The College was compensated \$ 3,900.00
13. **Second Party:** The Lake Doctors, Inc. - Winter Springs, FL  
**Narrative:** The College entered into an Agreement with The Lake Doctors, Inc. to provide an underwater and floating vegetation control program.  
**Cost:** \$ 1,260.00
14. **Second Party:** The Lake Doctors, Inc. - Winter Springs, FL  
**Narrative:** The College entered into an Agreement with The Lake Doctors, Inc. to provide quarterly cleaning and adjustment of the fountain.  
**Cost:** \$ 420.00
15. **Second Party:** The Lamar Companies - Ocala, FL  
**Narrative:** The College entered into an Agreement with The Lamar Companies for the rental of a billboard located on US 90 S/S 0.124 MI. E/O CR 100A.  
**Cost:** \$ 5,746.00
16. **Second Party:** Shell Office Systems - Jacksonville, FL  
**Narrative:** The College entered into an Agreement with Shell Office Systems to provide annual user licenses for scanning and maintaining college records.  
**Cost:** \$ 14,027.00
17. **Second Party:** Siemens Industry, Inc. - Jacksonville, FL  
**Narrative:** The College entered into a Service Agreement with Siemens Industry, Inc. to provide fire monitoring for Building 200.  
**Cost:** \$ 892.00
18. **Second Party:** Steris Corporation - Mentor, OH  
**Narrative:** The College entered a Maintenance and Service Agreement with Steris Corporation to service the College's autoclave machine.  
**Cost:** \$ 7,519.13

- 19. Second Party:** University of West Florida Board of Trustees - Pensacola, FL  
**Narrative:** The College entered into an Agreement with University of West Florida Board of Trustees to participate in the Quality Matters (QM) System Annual Subscription, a resource and learning community that helps College faculty provide quality online courses through professional development workshops and trainings, rubrics, and reviews.  
**Cost:** \$ 1,400.00
- 20. Second Party:** Western Governors University - Salt Lake City, UT  
**Narrative:** The College entered into an Agreement with Western Governors University to provide precepted practice experiences to the University's nursing students.  
**Cost:** None

**AGENDA ITEM: VIII.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, 2019**

DECAL	DESCRIPTION	PURCHASE VALUE	PURCHASE DATE	CLASS CODE
7857	Switcher	3,229.80	04/04/01	1
9078	Smart Symposium	1,799.00	04/19/06	1
9090	Lecturn	1,888.00	04/05/06	1
9134	Switcher	1,052.94	04/05/06	1
9495	Controller	2,184.00	04/04/07	1
9496	Controller	2,184.00	04/04/07	1
9567	Computer	1,570.12	06/05/07	1
9610	Switcher	1,052.94	07/17/07	1
9615	Lecturn	1,903.50	07/17/07	1
9626	Projector	1,809.00	07/07/17	1
9671	Computer	1,510.27	10/24/07	1
9696	Computer	1,510.27	10/24/07	1
9723	Computer	1,510.27	10/24/07	1
9741	Computer	1,510.27	10/24/07	1
9752	Computer	1,510.27	10/24/07	1
9782	Laptop	2,814.76	11/28/07	1
9822	Laptop	2,090.46	02/11/08	1
9829	Computer	1,591.32	04/09/08	1
9842	Computer	1,591.32	02/27/08	1
9843	Smart Symposium	1,799.00	04/09/08	1
9884	Smart UPS	1,044.43	03/12/08	1
9974	Computer	1,619.16	10/28/08	1
9980	Computer	1,619.16	10/28/08	1
10011	Computer	1,619.16	10/23/08	1
10012	Computer	1,619.16	10/23/08	1
10014	Computer	1,619.16	10/23/08	1
10018	Computer	1,619.16	10/23/08	1
10019	Computer	1,619.16	10/23/08	1
10024	Computer	1,619.16	10/23/08	1
10026	Computer	1,619.16	10/23/08	1
10027	Computer	1,619.16	10/23/08	1
10034	Computer	1,619.16	10/23/08	1
10133	Laptop	n/a	01/02/09	1
10135	Laptop	n/a	01/02/09	1
10139	Laptop	n/a	01/02/09	1
10140	Laptop	n/a	01/02/09	1
10148	Controller	1,885.00	03/04/09	1
10226	Switcher	5,222.25	02/09/10	1
10259	Switcher	5,222.25	02/09/10	1
10278	Computer	1,697.55	02/25/10	1
10279	Computer	1,697.55	02/25/10	1
10281	Computer	1,697.55	02/25/10	1
10283	Computer	1,697.55	02/25/10	1
10306	Computer	1,697.55	02/25/10	1
10307	Computer	1,697.55	02/25/10	1
10318	Computer	1,697.55	02/25/10	1

**FLORIDA GATEWAY COLLEGE  
SURPLUS EQUIPMENT LIST  
August, 2019**

DECAL	DESCRIPTION	PURCHASE VALUE	PURCHASE DATE	CLASS CODE
10342	Computer	1,697.55	02/25/10	1
10345	Computer	1,697.55	02/25/10	1
10360	Computer	1,697.55	02/19/10	1
10364	Computer	1,697.55	02/19/10	1
10365	Computer	1,697.55	02/19/10	1
10366	Computer	1,697.55	02/19/10	1
10388	Computer	1,704.95	03/19/10	1
10407	Computer	1,863.29	05/19/10	1
10424	Computer	1,619.16	05/19/10	1
10425	Computer	1,619.16	05/19/10	1
10426	Computer	1,619.16	05/19/10	1
10427	Computer	1,619.16	05/19/10	1
10428	Computer	1,619.16	05/19/10	1
10429	Computer	1,619.16	05/19/10	1
10430	Computer	1,619.16	05/19/10	1
10431	Computer	1,619.16	05/19/10	1
10432	Computer	1,619.16	05/19/10	1
10433	Computer	1,619.16	05/19/10	1
10435	Computer	1,619.16	05/19/10	1
10436	Computer	1,619.16	05/19/10	1
10437	Computer	1,619.16	05/19/10	1
10439	Computer	1,619.16	05/19/10	1
10440	Computer	1,619.16	05/19/10	1
10441	Computer	1,619.16	05/19/10	1
10442	Computer	1,619.16	05/19/10	1
10443	Computer	1,619.16	05/19/10	1
10444	Computer	1,619.16	05/19/10	1
10622	Computer	1,160.96	06/27/11	1
10623	Computer	1,160.96	06/27/11	1
10626	Computer	1,160.96	06/27/11	1
10633	Computer	1,160.96	06/27/11	1
10649	Computer	1,281.92	07/06/11	1
10662	Computer	1,160.96	07/12/11	1
10686	Computer	1,160.96	07/12/11	1
10694	Computer	1,160.96	07/12/11	1
10721	IMAC Computer	2,378.00	11/22/11	1
10843	Computer	1,390.19	01/18/12	1
10881	Computer	1,390.19	01/18/12	1
10926	Computer	1,460.70	05/24/12	1
10938	iPad	578.00	09/01/11	1
10953	Computer	1,502.57	05/24/12	1
10966	Computer	1,502.57	05/24/12	1
11007	Computer	1,502.57	05/24/12	1
11011	Computer	1,502.57	05/24/12	1
11012	Computer	1,502.57	05/24/12	1
11042	Computer	1,460.70	05/24/12	1



**AGENDA ITEM: VIII.D.**

**Foundation Donation**

The College requests approval to accept the following equipment donated to The Foundation for Florida Gateway College for Florida Gateway College.

**The Foundation for FGC  
 Donated Equipment for BOT Acceptance  
 August 13, 2019**

*Agenda Deadline July 25, 2019*

**Columbia County Sheriff's Office  
 4917 US Highway 90 West  
 Lake City, FL 32055  
 Sheriff Mark Hunter  
 donation facilitated by: Lt. Robert Holloway**

<b>Public Safety Training Center</b>		
<b>Item Description with Serial/Model #</b>	<b>Part # (If Applicable)</b>	<b>Est Value</b>
2011 Crown Victoria Cruiser	VIN 2FABP7BV4BX176355	\$ 4,500.00
<b>Total</b>		<b>\$ 4,500.00</b>

**Henry Schein Medical EMS  
 P. O. Box 3227  
 Irmo, SC 29063  
 donation facilitated by: Alan Espinosa, Field Sales Consultant**

<b>Public Safety Training Center</b>		
<b>Item Description with Serial/Model #</b>	<b>Part # (If Applicable)</b>	<b>Est Value</b>
Nitronox Field Unit Includes nitros oxide/O2 blending unit, demand valve w/hose, O2 supply hose, and carry case	122-7639	\$ 3,250.00
<b>Total</b>		<b>\$ 3,250.00</b>

**Burkins Chevrolet  
 273 E. Macclenny Avenue  
 Macclenny, FL 32063  
 donation facilitated by: Michael Sweeny**

<b>Automotive Technology Program</b>		
<b>Item Description with Serial/Model #</b>	<b>Part # (If Applicable)</b>	<b>Est Value</b>
2003 Chevrolet Cavalier		\$ 3,500.00
<b>Total</b>		<b>\$ 3,500.00</b>

<b>Total Value of Equipment Donated on Behalf of The Foundation for FGC</b>		<b>\$ 11,250.00</b>
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**AGENDA ITEM: VIII.E**

**AUTHORIZED LIST FOR DEFERMENT APPROVAL**

In accordance with Florida State Board of Education Rule 6A-14.054(11), and Florida Gateway College District Board of Trustees Policy/Procedure 6Hx12:05-13, when the College has written promise of payment from business, industry, government unit, non-profit organization, or civic organization, fees and charges for books and supplies may be deferred up to sixty (60) days, but not beyond ten (10) days before the end of the term as determined by the board of trustees. The College requests Board approval to add the following to those previously approved for deferment:

- Joy Explosion Ministries, Inc.
- United Christian Academy

## AGENDA ITEM: VIII.F

### 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 2020

**Astronomy (AST 1002):** The current AST 1002C course is being split into a 3-credit lecture (AST 1002) and a 1-credit lab (AST 1002L). This will allow students who have already satisfied the lab requirement in another discipline to enroll in the lecture course only. This will also align us more closely with other Florida colleges and universities.

**Astronomy Lab (AST 1002L):** The current AST 1002C course is being split into a 3-credit lecture (AST 1002) and a 1-credit lab (AST 1002L). This will allow students who have already satisfied the lab requirement in another discipline to enroll in the lecture course only. This will also align us more closely with other Florida colleges and universities.

**Approval of Course Changes**

The College requests Board approval of the following course changes, which have been approved by the FGC Educational Affairs Committee and are being proposed to improve programs. Effective Date of implementation: Fall 2020

**Introduction to the Teaching Profession (EDF 1005):** This request will change the course description to include Florida State standards and requires field based experience to be completed in a school and not through a virtual setting or on the internet.

**Introduction to Diversity for Educators (EME 2085):** This request will change the course description to include Florida State standards and requires field based experience to be completed in a school and not through a virtual setting or on the internet.

**Introduction to Technology for Educators (EME 2040):** This request will change the course description to include Florida State standards instead of the common core requirement that is currently listed.

**The Teaching Learning Process (EPI 0004):** This request will change the course description to include Florida State standards instead of the Sunshine standards that are currently listed.

**Field Experience (EPI 0940):** This request will change the course description and update the title and language to reflect current requirements.

**Field Experience (EPI 0945):** This request will change the course description and update the title and language to reflect current requirements.

**Nursing Research and Informatics (NUR 3164):** This request adds an additional prerequisite (MGF 1106), which will allow students more options to complete the program.

**Designing and Implementing a Blended Curriculum (EEC 3214):** This request changes the course name to Early Childhood Education Learning Environment and Strategies, and reflects the statewide course title.

**Language and Emergent Literacy (EEC 4706):** This request changes the course name to Language Development, and reflects the statewide course title.

## **AGENDA ITEM: VIII.H**

### **Approval of Program Deletions**

The College requests Board approval to delete the following programs, which have been approved by the FGC Educational Affairs Committee. Effective date of implementation: Fall 2020

**Astronomy (AST 1002C):** This course is being replaced with a 3-credit lecture (AST 1002) and a 1-credit lab (AST 1002L). This will allow students who have already satisfied the lab requirement in another discipline to enroll in the lecture course only. This will also align us more closely with other Florida colleges and universities.

## AGENDA ITEM: VIII.I

### 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 2020

**Bachelors of Science in Nursing (BSN-BS):** This request will allow two of the courses in the program (NUR 3164 and NUR 4837) to be offered in the Fall and Spring. Currently the courses are only offered in the summer and requires the student to take a total of four courses during this term. This change will improve success rates and allow students starting the BSN program to take four courses in the Fall and Spring, so they have a lighter schedule of two courses in the summer.

**Early Childhood Education (BEC):** This change will allow students more flexibility in course options for their general education requirements. Currently there are specific general education courses required for this program. This change will allow any general education course from communications, humanities, social science, science and math.

**Physical Therapy Assistant (PTAA):** This change rearranges the order of the courses and will allow students to complete all didactic and laboratory classes before attending external clinical practices.

**AGENDA ITEM: VIII.J.**

**QUALITY ENHANCEMENT PLAN 2020-2025**

The College requests Board approval to accept the Quality Enhancement Plan (QEP) for Florida Gateway College. FGC will create a program that uses resources and interactive tools to enhance student knowledge of certain employability and/or transfer skills. The QEP course will be created as a set of modules, with tutorials and videos to guide students through the services and resources offered. These modules will reinforce and supplement learning outcomes such as employability skills and financial literacy concepts; they will also include preparing for graduation, transferring to a University, and career placement assistance.

## **EXECUTIVE SUMMARY**

Florida Gateway College (FGC) enrolls approximately 600 First Time in College (FTIC) students every fall semester. Internal data demonstrates that the retention rate of those students from fall to fall is approximately 60%. Additionally, the data shows that FTIC students who participate in the College's New Student Orientation (NSO) online program (Appendix A) fare better in comparison with students who do not participate in NSO.

NSO includes an introduction to the services and resources offered at FGC, as well as policies and procedures related to enrollment and retention, Financial Aid assistance, and Registration assistance. However, there is a concern that the current NSO is too dense, providing a bombardment of information at once with no directed knowledge base to access the information again. The concept of NSO works well and provides students the opportunity to learn of valuable resources, both on and off campus, to assist them in getting acclimated to the College and preparing for the first two weeks of the semester.

In addition to the concern about inundating new students with information at the beginning of their academic career at FGC, however, local community members and business leaders expressed concern that students need additional resources to prepare them for employment or transfer to another college or university after completing their certificate or degree with FGC. By implementing the Quality Enhancement Plan (QEP) the College will create a unified course within Canvas that students can access throughout their academic experience at FGC. The intent is to promote acclimation to FGC, improve employability skills, and prepare students for transfer or a career. Upon implementation, the QEP will focus on "just in time" engagement for students as they move through their academic career at FGC; allowing them to "arrive ahead" in achieving their academic and professional goals.

### **The Solution**

FGC students need a comprehensive Canvas course that focuses on personal academic planning and career engagement. The concept is to develop modules, similar to the current NSO modules that are given to students through key points in their academic program to further engage them with the College and additional resources. FGC will create a program that uses resources and interactive tools to enhance student knowledge of certain employability and/or transfer skills. As soon as FTIC students are enrolled at FGC, they can be enrolled in NSO, which must be completed before their first term begins. Once the student completes 12 credit hours the student will then be enrolled in the QEP course. The QEP course will be created as a set of modules, with tutorials and videos to guide students through the services and resources offered. Each module will contain a pre and post assessment and an interactive assignment to complete. This course will allow students to go beyond new student orientation. It will be a knowledge base for students to refer back to throughout their FGC career. In addition, modules will be added at various points (12 and 30 credit hours, for example) to benchmark progress. These modules will reinforce and supplement learning outcomes such as employability skills and financial literacy concepts; they will also include preparing for graduation, transferring to a University, and career placement assistance.

**AGENDA ITEM: IX.A.**

**Academic Affairs's Reports**

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

**AGENDA ITEM: X.A.**

**Enrollment Management & Student Affairs Report**

- A. General Information: Dr. Jennifer Price, Vice-President of Enrollment Management and Student Affairs, 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 Eight (8)  
Restricted Current Fund (Fund 2)  
Fiscal Year 2018-2019**

The College requests approval of *Budget Amendment Number Eight (8) to the Restricted Current Fund (Fund 2) for Fiscal Year 2018-2019*. This amendment recognizes revised award authorizations and new grants received in the 2018-19 fiscal year.



**AGENDA ITEM: XI.C**

**Budget Amendment Number One (1)  
Capital Outlay Plan for Unexpended Plant Fund (7) Budget  
Fiscal Year 2019-2020**

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 22, 2019.

FISCAL YEAR 2019-2020  
 CAPITAL OUTLAY PLAN FOR UNEXPENDED PLANT FUND (FUND 7)  
 As of July 22, 2019

A. Recapitulation by Source	Local Funds	License Tag Fees	Capital Improvement Fee	PECO Funds	Total Funds
Beginning Fund Balance	0.00	576,270.99	1,340,464.34	3,237,853.89	5,154,589.22
Plus: Revenues	0.00	0.00	166,029.51	0.00	166,029.51
Less: Expenditures	0.00	0.00	145,753.76	9,070.96	154,824.72
Ending Fund Balance	0.00	576,270.99	1,360,740.09	3,228,782.93	5,165,794.01

  

B. Budgeted Expenditure	Local Funds	License Tag Fees	Capital Improvement Fee	PECO Funds	Total
721445 16-17 Maintenance, Repair & Renovation					0.00
721446 17-18 Maintenance, Repair & Renovation				107,909.22	107,909.22
721447 18-19 Maintenance, Repair & Renovation				533,322.00	533,322.00
721140 Building 8 & 9				2,587,551.71	2,587,551.71
721225 Olustee Campus Public Safety Project				0.00	0.00
720000 CO & DS		576,270.99			576,270.99
Conference Center Restrooms					
Life-Safety Corrections					
730050 Capital Improvement Fee			1,335,041.96		1,335,041.96
Performance Contract Payments					
730070 Capital Improvement Fee - PSAV			25,698.13		25,698.13
Renovations/Remodeling of Facilities					
Equipment for PSAV programs					
Technology Enhancements					
<b>Total</b>	<b>0.00</b>	<b>576,270.99</b>	<b>1,360,740.09</b>	<b>3,228,782.93</b>	<b>5,165,794.01</b>

CERTIFIED AS  
 APPROVED BY  
 BOARD:

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

\_\_\_\_\_  
 Date

**AGENDA ITEM: XI.D**

**Budget Amendment Number One (1)  
Restricted Current Fund (Fund 2)  
Fiscal Year 2019-2020**

The College requests approval of *Budget Amendment Number One (1) to the Restricted Current Fund (Fund 2) for Fiscal Year 2019-2020*. This amendment recognizes revised award authorizations and new grants received in the 2019-20 fiscal year.



**AGENDA ITEM: XII.A.**

**President's Report**

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

## **2017-2022 FGC Strategic Plan**

### **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.

## Board Self Evaluation Results for 2018-2019

The Board completed a self-evaluation and the following is the compiled results from it. All nine board members completed the evaluation.

Scale 1= Unacceptable 2= Below Average 3= Average 4= Above Average 5= Superior

Score	Mission and Planning
4.8	Board members are knowledgeable about the culture, history, and values of the district.
4.8	Board members regularly review the mission and purpose of the institution.
4.7	The Board assures that institutional plans are responsive to community needs.
5.0	The Board actively supports the mission and guiding principles of the college.

Score	Board Leadership and Meetings
5.0	The Board understands its roles and responsibilities.
4.8	Board meetings are conducted in an orderly, and efficient manner.
5.0	The Board maintains confidentiality of privileged information.
5.0	The Board understands and adheres to Florida's Sunshine Law.
5.0	The Board meetings and workshops provide sufficient opportunity to explore key issues and enable good board decisions.
4.7	Board agenda items include sufficient background information and recommendations and are relevant to the work of the Board.
5	The Board will elect a chair, whose duty is to preside at all meetings of the Board and a vice chair, whose duty is to act as a chair during the absence or disability of the elected chair.

Score	Policy Role and Direction
5.0	The Board understands that its primary function is to establish the policies by which the college is to be administered.
4.8	The Board clearly understands its policy role and differentiates its role from those of the President and college staff.
5.0	The Board assures that the institution complies with relevant laws, regulations and accreditation standards.

<b>Score</b>	<b>Board-President Relationship</b>
5.0	The Board maintains a positive working relationship with the President.
5.0	The Board clearly designates the administration of the institution to the President.
5.0	The Board evaluates the college president regularly on his performance, responsibilities, duties and achievements.
4.8	The Board periodically reviews the President's contract to assure appropriate support and compensation.

<b>Score</b>	<b>Fiduciary Role</b>
5.0	The Board assures that the budget reflects priorities in the institution's plans.
5.0	Board policies assure effective fiscal management and internal controls.
5.0	The college manages its financial resources in a responsible manner and exercises appropriate control over its financial resources.

<b>Score</b>	<b>Educational Programs and Student Achievement</b>
4.7	The Board is knowledgeable about the institution's programs and services.
5.0	The Board is appropriately involved in the accreditation process.
4.8	The Board is knowledgeable about the educational and workforce training needs in the 5-county district.

**Comments:**

The Board works well together and with the administration and staff. This board always does what's best for the institution, staff, and its most valuable asset, the FGC students!!!- Trustee Brannan

It is a pleasure to work with such a knowledgeable and diverse board. The board has been able to work together even in times of adversity to promote the mission of the college. – Trustee Randolph

I have nothing but good things to say about Dr. Barrett. He is truly a steward of the responsibility given to him.-Trustee Lander

The Board is heard! The staff of FGC does a great job of preparing the Board to meet the various responsibilities of our positions. –Trustee Crawford

This is amazing to be a part of ... thank you for this honor.-Trustee Tepedino

**Comments continued-**

An annual discussion of programs/services offered by FGC would be nice. Each year, programs/services are added or deleted and it would be helpful to be knowledgeable of all FGC offerings annually. Trustee Allen

The Board understands its role and responsibilities. We have a transparent and effective relationship with the President, who keeps Trustees informed on any issues that might impact the college. Board members are prepared and ask engaging questions of the President and staff. Follow up items are always addressed. Strong communication exists between President and Trustees. Trustees have open and transparent communication as appropriate within confines of Sunshine Law constraints/requirements. Trustee's present unified position once an initiative is passed-Trustee Norris

The Board works great together and is proud of our President. He keeps the Board knowledgeable of the college- Trustee McInnis

**AGENDA ITEM: XII.D.**

**Approval of Board of Trustees Calendar Change**

The College requests Board approval of the following calendar change:

Trustee McInnis has requested to switch locations for the October 8, 2019 meeting with the February 11, 2020 meeting.

October 8, 2019 5:00 pm ~~Dixie County~~ Baker County-TBD

February 11, 2020 5:00 pm ~~Baker County~~ Dixie County-TBD



**FLORIDA GATEWAY  
COLLEGE**

**Board Of Trustees**

**Ms. Suzanne Norris, Board Chair**

**Dr. Miguel Tepedino, Vice Chair**

**Ms. Renae Allen**

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

**Mr. David Crawford**

**Ms. Kathryn McInnis**

**Dr. Athena Randolph**

**Dr. James Surrency**

**Mr. Lindsey Lander**

**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, religion, national origin, gender, age, disability, marital status, genetic information, or any other legally protected status in accordance with the law. The Equity Officer is Sharon Best, executive director of human resources, Building 001, Room 116, 149 SE College Place, Lake City, FL 32025, and may be reached at (386) 754-4313.