



DISTRICT BOARD OF TRUSTEES AGENDA

**DATE & TIME:
NOVEMBER 18, 2021
5:00 PM-REGULAR MEETING**

**LOCATION:
UNION COUNTY SCHOOL BOARD OFFICE
LOCATED AT 55 SW 6TH STREET
LAKE BUTLER, FL 32054**



FLORIDA GATEWAY COLLEGE

MISSION STATEMENT

Approved by the Board of Trustees on September 9, 2021

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

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

Goal 1 Success

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

Objectives:

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

Goal 2 Engagement

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

Objectives:

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

Goal 3 Academics and Lifelong Learning

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

Objectives:

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

Goal 4 Assessment, Accountability, and Improvement

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

Objectives:

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

Goal 5 Institutional Resource Development

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

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

Goal 6 Access

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

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

**FLORIDA GATEWAY COLLEGE
DISTRICT BOARD OF TRUSTEES**

November 18, 2021

**5:00 pm, Regular Meeting
Union County School Board**

- 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 dated October 14, 2021
- 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. *Program Changes
 - E. *Course Changes
 - F. *Approval to award College Walkway Improvements Project to Little & Williams, Inc.
 - G. *First Federal Visa Card Approval-Paula Gavin, Vice President for Academic Affairs
- VII. Academic Affairs {P. Gavin}
 - A. General Information
- VIII. Enrollment Management and Student Affairs {A. Cardenas}
 - A. General Information
- IX. Business Services Report {M. Holloway}
 - A. General Information
 - B. *Budget Amendment Number Four (4) Restricted Current Fund Two (2) Budget Fiscal Year 2021-2022
 - C. *Budget Amendment Number Four (4) Capital Outlay Plan for Unexpended Plant Fund (7) Budget Fiscal Year 2021-2022
 - D. *Annual Comprehensive Safety Inspection Report

FGC Board of Trustees

November 18, 2021

Page 2 of 2

- X. President's Report {L. Barrett}
 - A. General Information
- XI. Topics for future meetings
- XII. Inspect Warrant Register
- XIII. Set Time for the Next Meeting

January 13, 2022 at 5:00pm
5:00 pm Regular Meeting
FGC Board Room (Bldg. 001)

*Denotes Board of Trustees' action items

MINUTES
FLORIDA GATEWAY COLLEGE
DISTRICT BOARD OF TRUSTEES
October 14, 2021
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 October 14, 2021 at 5:07 pm by Chairman David Crawford.

Trustees Suzanne Norris and Lindsey Lander were absent.

All votes were unanimous unless stated otherwise.

II. Pledge of Allegiance

Dr. Surrency led the Board in the Pledge of Allegiance.

III. Audience of Any Citizen

Mr. Crawford asked if anyone wanted to address the board. No one asked to address the board.

IV. Approval of Minutes

Ms. McInnis made a motion to approve the September, 2021 Board Meeting Minutes with the correction of NPLEX to NCLEX under item VII: Academic Affairs. Ms. Allen seconded the motion and the motion carried unanimously on a voice vote.

VI. Presentation of Consent Agenda

- A. *Personnel Matters
- B. *Routine Contracts and Agreements
- C. *Surplus Property
- D. *Policy Revision (6Hx12:9-08) Student Discipline

Dr. Surrency made a motion to approve the Consent Agenda consisting of items “A” through “D” identified above. Mr. Brannon seconded the motion and the motion carried unanimously on a voice vote.

VII. Academic Affairs

Dr. Brian Dopson, Vice President of Academic Affairs reported that ACEN, Accreditation Commission for Education in Nursing, was on campus the past two days reviewing our program. ACEN gave FGC a great report with the exception of the test score requirement (80% first-time passing rate over a two-year period) and that FGC’s completion rate is well above the National average. The ACEN representative stated FGC has an excellent program. This ACEN report will go to a committee of three and they will read the report. Then the committee will submit their findings to the ACEN Board in January. The ACEN Board will review the findings and decide in March. Dr. Dopson announced he will be retiring in December.

VIII. Enrollment Management and Student Affairs

Mr. Anthony Cardenas, Vice President of Enrollment Management and Student Affairs reported on FGC's Dual Enrollment Program. The Director of Dual Enrollment Julie Cannon, Academic Advising Team and Dr. Cardenas are visiting all 7 high schools within our district. They are meeting with students speaking with them about Spring Registration and setting up an education program for each student. The students are now able to access their education plans on FGC Navigate app on their phones. Spring registration begins October 25th. FGC will be hosting an Open House on campus on November 9th from 5 p.m.-7 p.m. for the community to come learn about programs at FGC.

IX. Business Services

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

B. *Budget Amendment Number Three (3) Restricted Current Fund (Fund 2) FY 2021-2022

Ms. McInnis made a motion to approve Budget Amendment Number Two (2) Restricted Current Fund (Fund 2) FY 2021-2022. Dr. Tepedino seconded the motion and the motion carried unanimously on a voice vote.

C. *Budget Amendment Number Three (3) Capital Outlay Plan for Unexpended Plant Fund (7) FY 2021-2022

Ms. Allen made a motion to approve Budget Amendment Number Two (2) Capital Outlay Plan for Unexpended Plant Fund (7) FY 2021-2022. Dr. Surrency seconded the motion and the motion carried unanimously on a voice vote.

X. President's Report

A. Foundation Update {L. Pinchouck}

Mr. Pinchouck reported they have a goal to raise \$50,000.00 by November 16th for their month of giving. There are two STEM Building rooms left at \$25,000.00 for the naming rights.

a. *STEM Building Room Naming Approvals

Dr. Tepedino made a motion to approve the naming of three STEM Building Rooms as the Molly Harris Collaboration Room, The Grace and Al Harder Classrooms (2 rooms), and the Dr. Athena Randolph Biology & Botany Laboratory. Ms. McInnis seconded the motion and the motion carried unanimously on a voice vote.

B. *Acceptance of the Foundation Audit Report {L. Pinchouck}

Mr. Brannon made a motion to accept the Foundation Audit Report for fiscal year 2020-2021. Ms. Allen seconded the motion and the motion carried unanimously on a voice vote.

C. *Recertification of the Foundation {L. Pinchouck}

Dr. Surrency made a motion to re-certify the Foundation for Florida Gateway College, Inc. as the sole direct support organization for the Fiscal Year July 1, 2022-June 30, 2023. Ms. McInnis seconded the motion and the motion carried unanimously on a voice vote.

Dr. Barrett reminded the Little Prince begins at 7 p.m. tonight and runs through the weekend. We will be hosting 200 homeschool students at the play tomorrow. The college has entered into an interlocal agreement with the city to jointly do a survey to determine ownership of pipes. Dr. Barrett announced Travis George will be taking on a new role as the Director of Multicultural Affairs on November 1st. Misty Taylor, the current Director of Procurement, will assume his current position as of Director of Financial Aid at that time as well.

XII. Topics for Future Meetings

XIII. Inspect Warrant Register

XIV. Set Time for the Next Meeting

October 14, 2021
5:00 p.m.
FGC Board Room (Bldg. 001)

The meeting adjourned at 5:48 p.m.

Mr. David Crawford, Chair

Dr. Lawrence Barrett, Secretary

AGENDA ITEM: V.A.

Student Government Report

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

AGENDA ITEM: VI.A.

Personnel Matters

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

PERSONNEL MATTERS
November 18, 2021
BOARD OF TRUSTEES MEETING

RESIGNATIONS/RETIREMENTS/TERMINATIONS:

Dopson, Brian	Vice President, Academic Affairs (position to be filled)	12/15/2021
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APPOINTMENTS/REAPPOINTMENTS/REPLACEMENTS/TRANSFERS:

Boatright, Adam	Systems Analyst, Information Technology, Full Time	10/05/2021
Clark, Christal	Associate Professor, Academic Affairs, Educational Adjustment	10/01/2021
Dees, Allyson	Associate Professor, Teachers Prep, Educational Adjustment	10/01/2021
Gavin, Paula	Vice President, Academic Affairs, Full Time, Promotion	01/04/2022
Hartzog, John	E-Sports Coach, Athletics, Part-time, Temporary	09/22/2021-12/31/2021
Horne, Alicia	Enrollment Specialist I, Enrollment Services, Full Time	10/18/2021
Johnson, Denise	Assistant Professor, Academic Affairs, Educational Adjustment	10/01/2021
Larramore, Cecelia	Associate Professor, Academic Affairs, Educational Adjustment	10/01/2021
McIntire, Iracema	Financial Aid Specialist, Financial Aid, Full Time	11/01/2021
Morton, Madison	Senior Staff Assistant, Workforce, Public Service & Technology Programs, Full Time	09/27/2021
Ruise, Charles	Head Basketball Coach, Athletics, Part-time, Temporary	10/01/2021-12/31/2021
Ruise, Charles	Head Basketball Coach, Athletics, Part-time, Temporary	01/01/2022-04/30/2022
Shingleton, Heather	Business Services Specialist, Business Office, Full Time, Promotion	10/01/2021
Taylor, Mariah	Executive Assistant, Enrollment Management, Full Time, Promotion	10/18/2021
Thomas, Randal	Director, College Facilities, Full Time, Promotion	11/01/2021
Wilson, CC	Assistant Basketball Coach, Athletics, Part-time, Temporary	10/01/2021-12/31/2021
Wilson, CC	Assistant Basketball Coach, Athletics, Part-time, Temporary	01/01/2022-04/30/2022
Wilson, Clayon	Office Assistant, Test Center, Part-time, Temporary	10/18/2021-12/20/2021
Wilson, Shawana	Recruiter, Recruitment & Communications, Full Time, Promotion	10/04/2021
Wyche, Glenn	Assistant Basketball Coach, Athletics, Part-time, Temporary	10/01/2021-12/31/2021
Wyche, Glenn	Assistant Basketball Coach, Athletics, Part-time, Temporary	01/01/2022-04/30/2022

STUDENTS:

George, Tianna	Student Assistant, Career Services, Part-time, Temporary	09/21/2021-12/09/2021
Johnson, Emily	Student Assistant, TRIO, Part-time, Temporary	09/13/2021-12/20/2021
Wiggan, Stephen	Tutor, Student Success, Part-time, Temporary	09/20/2021-12/20/2021
Scott, Carly	Tutor, Student Success, Part-time, Temporary	09/20/2021-12/20/2021

ADJUNCT FACULTY/OVERLOAD CONTRACTS:

See attached pages

Board Agenda Report
Academic Affairs
Fall 2021-A16,B8

Instructor Name	CRN	Course and Section Number	Course Title	Credits	Part of Term	Start Date	End Date
Chamberlain, John W.	10152	SPC 2608-H72	Public Speaking	3	B8	14-Oct-21	9-Dec-21
Cruz, Theresa L.	10739	PSY 2012-017	General Psychology I	3	B8	14-Oct-21	9-Dec-21
Downs 20036882	10293	EEC 2930 311	Special Topics for Child Care Administration	3	B8	14-Oct-21	9-Dec-21
Guzman, Juan F.	10520	BSC 2085-003	Anatomy and Physiology I	3	A16	23-Aug-21	9-Dec-21
Guzman, Juan F.	10521	BSC 2085L-013	Anatomy and Physiology I Lab	1	A16	23-Aug-21	9-Dec-21
Heeke, Robin O.	10016	AMH 2020-016	U S History from 1865	3	B8	14-Oct-21	9-Dec-21
Hice, Stephen M.	10472	MAT 28-003	Elementary Algebra	3	B8	14-Oct-21	9-Dec-21
Johnson, Ashlee M.	10530	BSC 2010C-015	General Biology I with Lab	4	B8	14-Oct-21	9-Dec-21
McMahon, Sean H.	10768	AMH 2020-51P	U S History from 1865	3	B8	14-Oct-21	9-Dec-21
Mimbs, Timothy A.	10411	GEB 1949-011	Business Internship	2	B8	14-Oct-21	9-Dec-21
Ray, Melissa A.	10108	ENC 25-H71	Principles of Writing II	3	B8	14-Oct-21	9-Dec-21
Roldan, Serafin	10124	ENC 1101-016	Freshman Composition I	3	B8	14-Oct-21	9-Dec-21
Smith, Frederick K.	10048	HUM 2020-016	Introduction to the Humanities	3	B8	14-Oct-21	9-Dec-21
Thompson, Lara	10176	NUR 4837-011	Healthcare Policy & Economics	3	B8	14-Oct-21	9-Dec-21
Swanson, Misty M.	10356	DEP 2004-016	Human Growth and Development	3	B8	14-Oct-21	9-Dec-21

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: November 18, 2021

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:** Jackson County School District
School Board of Columbia County
School Board of Hamilton County
School Board of Lake County

Narrative: The College has entered into a Dual Enrollment Inter-Institutional Articulation Agreement with the Second Parties for the 2021-2022 academic school year. These Agreements are intended to implement Florida Statutes, Chapter 1007.271 and State Board of Education Rule 6A- I 0.024 and will offer online Career and Workforce Development courses, in partnership with University of Florida Office of Professional and Workforce Development, to secondary school students attending Florida public or non-public schools.

Cost: None
- 2. Second Party:** Northeast Florida State Hospital - Macclenny, FL

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

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

Narrative: The College entered into an Agreement with Everything but the Mime, Inc. to provide the Lanakilas Polynesian performance for a Student Activities event held September 29, 2021.

Cost: \$ 2,150.00
- 4. Second Party:** Everything but the Mime, Inc. - Orlando, FL

Narrative: The College entered into an Agreement with Everything but the Mime, Inc. to provide Balloons by Lester and Airbrush Tattoos by Faith for a Student Activities event held October 27, 2021.

Cost: \$ 2,325.00
- 5. Second Party:** MAXIMUS Federal Services, Inc. - Falls Church, VA

Narrative: The College entered into a Renewal Agreement with MAXIMUS Federal Services, Inc. to provide 1098-T reporting services.

Cost: \$ 2,200.00

6. **Second Party:** Midwest ASTC, LLC - Salt Lake City, UT
Narrative: The College entered into an Agreement with Midwest ASTC, LLC to provide access to a range of Cisco Program related websites and microsities for students.
Cost: \$ 449.00

7. **Second Party:** North Central Florida Educational Talent Search Project - Gainesville, FL
Narrative: The College entered into a Renewal Memorandum of Understanding with Santa Fe College and the College of Central Florida to govern the working relationship for the proposed Educational Talent Search Project (TSP) which will serve students in seven North Florida counties who are enrolled in grades 9-12, or have dropped out of secondary or postsecondary institutions. The proposed project will serve the rural area in which TRIO-eligible students predominate.
Cost: 25% of TSP Indirect Costs

8. **Second Party:** North Central Florida Educational Opportunity Center Project - Gainesville, FL
Narrative: The College entered into a Memorandum of Understanding with Santa Fe College to govern the working relationship for the proposed Educational Opportunity Center Project (EOCP) which will serve 850 participants from seven North Florida counties to increase postsecondary enrollments. The proposed project will serve the rural area in which TRIO-eligible students predominate.
Cost: 30% of EOCP Indirect Costs

9. **Second Party:** Southern Regional Education Board (SREB) - Tallahassee, FL
Narrative: The College entered into an Agreement with Southern Regional Education Board (SREB) to conduct the Comprehensive Local Needs Assessment (CLNA), as required by Perkins V funding.
Cost: \$ 28,655.00

Short Term Contracts

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

- | | |
|--|---------------------|
| Second Party: Jay Deen | |
| Building Set for the Fall Production "The Little Prince" | 09/23/21 – 10/17/21 |
| Cost: \$ 1,040.00 | |
| Second Party: Glen Cale | |
| Advisor to the FGC's Bassmaster's Club | 09/17/21 – 08/15/22 |
| Cost: \$ 7,500.00 | |

AGENDA ITEM: VI.C.

Surplus Property

The College requests Board approval to remove the attached list of equipment from the inventory and dispose of the property in accordance with Section 274.06, Florida Statutes.

**FLORIDA GATEWAY COLLEGE
SURPLUS EQUIPMENT LIST
NOVEMBER, 2021**

	A	B	C	D	E	F
1						
2	DECAL	DESCRIPTION	PURCHASE VALUE	PURCHASE DATE	CLASS CODE	
3						
4	5031	Chattanooga Traction Table	4,300.00	09/16/92	1	
5	6635	Keating Grill W/Two Eye Hot Plate	3,354.00	07/23/97	1	
6	7568	2000 GMC Sonoma P/U Truck	11,877.35	01/19/00	9	
7	8914	Sharp Projector	1,598.00	01/12/05	1	
8	9600	Epson Projector	1,809.00	06/20/07	1	
9	10144	Laptop	2,380.70	01/02/09	1	
10	10346	Dell Computer	1,697.55	02/25/10	1	
11	10354	Dell Computer	1,610.46	02/19/10	1	
12	10563	2007 GMC SIERRA 1500 P/U Truck	12,100.00	12/17/10	9	
13	10588	2007 FORD F150 P/U Truck	12,640.95	06/07/11	9	
14	10856	Mini Tower	1,390.19	01/18/12	1	
15	11023	Mini Tower	1,460.70	05/24/12	1	
16	11031	Mini Tower	1,460.70	05/24/12	1	
17	11034	Mini Tower	1,460.70	05/24/12	1	
18	11043	Mini Tower	1,460.70	05/24/12	1	
19	11054	Mini Tower	1,460.70	05/24/12	1	
20	11196	Laptop	617.53	01/28/13	1	
21	11434	HP Laserjet Printer	1,543.44	08/01/13	1	
22	11443	Dell Computer	960.20	11/04/14	1	
23	11444	Dell Computer	960.20	11/04/14	1	
24	11445	Dell Computer	960.20	11/04/14	1	
25	11447	Dell Computer	960.20	11/04/14	1	
26	11449	Dell Computer	960.20	11/04/14	1	
27	11450	Dell Computer	960.20	11/04/14	1	
28	11451	Dell Computer	960.20	11/04/14	1	
29	11452	Dell Computer	960.20	11/04/14	1	
30	11460	Dell Computer	969.74	05/30/13	1	
31	11461	Dell Computer	969.74	05/30/13	1	
32	11462	Dell Computer	969.74	05/30/13	1	
33	11464	Dell Computer	969.74	05/30/13	1	
34	11466	Dell Computer	969.74	05/30/13	1	
35	11467	Dell Computer	969.74	05/30/13	1	
36	11468	Dell Computer	969.74	05/30/13	1	
37	11470	Dell Computer	969.74	05/30/13	1	
38	11471	Dell Computer	969.74	05/30/13	1	
39	11472	Dell Computer	969.74	05/30/13	1	
40	11473	Dell Computer	969.74	05/30/13	1	
41	11475	Dell Computer	969.74	05/30/13	1	
42	11476	Dell Computer	969.74	05/30/13	1	
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**FLORIDA GATEWAY COLLEGE
SURPLUS EQUIPMENT LIST
NOVEMBER, 2021**

	A	B	C	D	E	F
1						
2	DECAL	DESCRIPTION	PURCHASE VALUE	PURCHASE DATE	CLASS CODE	
48						
49	11593	HP EliteBook	1,706.00	06/05/14	1	
50	11620	Epson Projector	2,822.35	12/05/14	1	
51	12199	Laptop	759.20	11/10/17	1	
52						
53						
54		TOTAL	\$ 89,798.44			
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63	1= OBSOLETE					
64	2=SALVAGE/USED FOR PARTS					
65	3=TOO COSTLY FOR REPAIRS					
66	4=SALVAGE NOT REPAIRABLE					
67	5=STOLEN (see attached report)					
68	6=TRADED (see attached form)					
69	7=TRANSFERRED TO ANOTHER AGENCY					
70	8= SURPLUS NOT COST EFFECTIVE TO MAINTAIN					
71	9= SURPLUS TO BE SOLD AND OR SOLD FOR PARTS					
72	10= NATIONAL RECALL					
73	11= OTHER					
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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 2022

Early Childhood Education, A.S (EECE): This change proposes reorganizing the courses on this degree path. The courses that are no longer needed for degree completion will be removed and additional courses will be added. This will allow for specializations with the degree completion.

Educator Preparation Institute, C.C.C (CBTC): This change proposes removing a one-credit hour course (EPI 0940 - Field Experience) and replacing it with a new three-credit hour course (EPI 0950 - EPI Field Experience). The new course and additional credit hour will add instructional and field experience hours to fulfill the reading endorsement requirements from the Florida Department of Education.

All Associate in Science Programs: This change will ensure that all A.S. degrees have a core general education course in all five-subject areas, as defined in the update to state statute (6A:14.0303).

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: Spring and Fall 2022

Internship- Child Development (EEC 2949): This proposes changing the credit hours for the course from two to three. The additional credit hour is needed in the course to allow students more time in the field to master teaching skills. Effective date of implementation: Fall 2022

Professional Foundations (EPI 0020): This proposes changing the credit hours for the course from two to three. The additional credit hour is needed in the course to allow students more time in the field to master teaching skills. Effective date of implementation: Fall 2022

Transition Adult Health I (NUR 1204C): This proposes changing the admission criteria for the LPN-RN Fast Track Bridge by removing the lab hours. The 22.5 lab hours will be moved to clinical to comply with the Florida Board of Nursing educational requirements. Effective date of implementation: Spring 2022

Human Development Across the Lifespan (PRN 0020C): This change proposes removing Health Careers Core (HCP 0001C) as a prerequisite for the course. The HCP 0001C course material has been integrated throughout the PN Program curriculum and will alleviate registration issues for newly admitted Practical Nursing students. Effective date of implementation: Spring 2022

Basic Nutrition (PRN 0070C): This change proposes removing Health Careers Core (HCP 0001C) as a prerequisite for the course. The HCP 0001C course material has been integrated throughout the PN program curriculum and will alleviate registration issues for newly admitted Practical Nursing students. Effective date of implementation: Spring 2022

AGENDA ITEM: VI.F.

Architectural Affairs

The College advertised and received bids for the ITB# 22-4-01 College Walkway Improvements Phase II. The bid was advertised on the College website and the Lake City Reporter. Bids were received, opened, and tabulated on November 2, 2021. The President recommends that the Board award the project to the lowest responsible bidder Little & Williams, Inc. of Lake City, Florida, for the amount of \$405,442.00.

AGENDA ITEM: VI.G.

First Federal Visa Card Approval

The College requests approval to issue a First Federal Visa Credit Card in the amount of \$5,000.00 to Paula Gavin, Vice President for Academic Affairs at Florida Gateway College. The card will be issued according to the current terms of agreement with First Federal and will be used for college business purchases and college travel.

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.

Enrollment Management & Student Affairs Report

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

AGENDA ITEM: IX.A.

Business Services Report

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

AGENDA ITEM: IX. B.

**Budget Amendment Number Four (4)
Restricted Current Fund (Fund 2)
Fiscal Year 2021-22**

The College requests approval of *Budget Amendment Number Four (4) to the Restricted Current Fund (Fund 2) for Fiscal Year 2021-2022*. This amendment recognizes revised award authorizations and new grants received in the 2021-22 fiscal year.

AGENDA ITEM: IX.C.

**Budget Amendment Number Four (4)
Capital Outlay Plan for Unexpended Plant Fund (7) Budget
Fiscal Year 2021-2022**

We are requesting approval of Fund 7 budget amendment Four (4) which has been revised so the report reflects actual revenue, revised budgeted expenditures, actual expenses, and updated projects through October 28, 2021

FLORIDA GATEWAY COLLEGE
FISCAL YEAR 2021-2022
CAPITAL OUTLAY PLAN FOR UNEXPENDED PLANT FUND (FUND 7)
As of October 28, 2021

A. Recapitulation by Source	Local Funds	License Tag Fees	Capital Improvement Fee	PECO Funds	Total Funds
Beginning Fund Balance	1,262,583.55	441,565.07	887,336.62	6,678,905.01	9,270,390.25
Plus: Revenues	75.00	190.00	211,851.78	0.00	212,116.78
Less: Expenditures	397,496.30	15,220.80	292,852.64	1,426,171.83	2,131,741.57
Ending Fund Balance	865,162.25	426,534.27	806,335.76	5,252,733.18	7,350,765.46
B. Budgeted Expenditure	Local Funds	License Tag Fees	Capital Improvement Fee	PECO Funds	Total
721447 18-19 Maintenance, Repair & Renovation				0.00	0.00
721140 Building 8 & 9				5,334,495.71	5,334,495.71
709100 Relocation of firing range	105,143.96				105,143.96
709200 Local Funds Capital Outlay	760,018.29				760,018.29
720000 CO & DS		426,534.27			426,534.27
Roadways & walkways					
Life-Safety Corrections					
730050 Capital Improvement Fee			746,019.17		746,019.17
Performance Contract Payments					
730070 Capital Improvement Fee - PSAV			60,316.59		60,316.59
Renovations/Remodeling of Facilities					
Equipment for PSAV programs					
Technology Enhancements					
Total	865,162.25	426,534.27	806,335.76	5,334,495.71	7,432,527.99

CERTIFIED AS
APPROVED BY
BOARD:

President (as Secretary of the Board)

Date

AGENDA ITEM: IX.D.

Annual Comprehensive Safety Inspection Report

The College requests approval of the **Annual Comprehensive Safety Inspection Report** for fiscal year 2021-2022. The inspection is mandated by the State Requirements for Educational Facilities (SREF) and Florida Administrative Code (FAC). The report is required by SREF to be submitted to the Florida State Fire Marshall's Office, Florida College System Risk Management Consortium, the Department of Education (DOE), and kept on file by the College upon approval by the District Board of Trustees. Each year the DOE conveys to the Commission of Education the aggregate institutional reports.

**ANNUAL COMPREHENSIVE SAFETY INSPECTION REPORT
STATE BOARD OF EDUCATION
ADMINISTRATIVE RULE - SREF 2014 & F.A.C. 69A-58
FISCAL YEAR 2021-2022**

College Facility: Florida Gateway College FIRE DISTRICT: Lake City
 SCHOOL / FACILITY: Main Campus # OF SERIOUS FIRE SAFETY VIOLATIONS 0
 ADDRESS: Rte 19, Box 1030, Lake City, FL 32025 # OF NON-SERIOUS FIRE SAFETY VIOLATIONS 4

FIRE DISTRICT FIRE SAFETY INSPECTOR NAME PRINTED (IF JOINT INSPECTION) _____
 FIRE DISTRICT FIRE SAFETY INSPECTOR SIGNATURE (IF JOINT INSPECTION) _____
 SIGNATURE DATE _____ FIRE INSPECTOR CERTIFICATION NUMBER _____

Jeb W. Bynum (Municipal Fire Safety Inspector)
 COLLEGE BOARD FIRESAFETY INSPECTOR NAME PRINTED
September 27, 2021
 INSPECTION DATE
Fire Prevention Specialists, Inc., 609 Gina Lane, Melbourne, FL 32940 321-302-3993
 INSPECTOR ADDRESS & PHONE NUMBER
10/3/2021
 COLLEGE BOARD FIRE SAFETY INSPECTOR SIGNATURE / DATE
133209
 FIRE INSPECTOR CERTIFICATION NUMBER

LOCATION:

Deficiency locations will be identified by a building number followed by the room number (e.g. 2-505 or 1-133A). These numbers are usually affixed above the door leading into that particular room. Or if the deficiency in an area other than an identifiable room number, the area in question will be specifically identified. For example: Pressbox, Field House, Pavillion, etc.

Florida Gateway College has met the requirements of F.S.S. 1013.12(2)(d): YES NO

Approval of Reports by Board (Including Letter) YES NO

THE UNDERSIGNED ATTESTS TO THE REVIEW OF THIS REPORT IN ITS ENTIRETY AND ACKNOWLEDGES AWARENESS OF THE DISCOVERED DEFICIENCIES.

 FACILITY ADMINISTRATOR NAME PRINTED

 FACILITY ADMINISTRATOR TITLE

 FACILITY ADMINISTRATOR SIGNATURE

 SIGNATURE DATE

CODE NUMBER	SREF 2021/2022 Fire Safety Deficiencies - Florida Gateway College - Main Campus	Prior Times Cited	Deficiency Corrected By	Date Deficiency Corrected	Line No.
	Location, Deficiency Description				
	01-Building: No deficiencies noted				1
	02-Building: No deficiencies noted				2
	03-Building: No deficiencies noted				3
	04-Building: No deficiencies noted				4
	05-Building: No deficiencies noted				5
FFPC 1, 4.5.8.1	06-Building: Fire pump with red tag - stage	0	11-15-21		6
	07-Building: No deficiencies noted				7
	07-Building: No deficiencies noted				8
	08-Building: Complete demo				9
	09-Building: Complete demo				10
	10-Building: No deficiencies noted				11
	11-Building: No deficiencies noted - not occupied				12
	12-Building: No deficiencies noted				13
	13-Building: No deficiencies noted				14
FFPC 1, 50.5.4	14-Building: Hood units cleaning out of date - 2 cleanings required for medium and high use x2 systems - kitchen out of service	1	11-15-21		15
	15-Building: No deficiencies noted				16
	16-Building: No deficiencies noted				17
	17-Building: No deficiencies noted				18
	18-Building: No deficiencies noted				19
	19-Building: No deficiencies noted				20
	20-Building: No deficiencies noted				21
FFPC 1, 4.5.8.1	21-Building: FACP in trouble x2	0	11-15-21		22
	22-Building: No deficiencies noted				23
FFPC 1, 4.5.8.1	22-Building: Fire sprinkler riser red tagged - dorm building	0	11-15-21		24
	23-Building: No deficiencies noted				25
	24-Building: No deficiencies noted				26
	25-Building: No deficiencies noted				27
	26-Building: No deficiencies noted				28
	27-Building: No deficiencies noted				29

CODE NUMBER	SREF 2021/2022 Fire Safety Deficiencies - Florida Gateway College - Main Campus	Prior Times Cited	Deficiency Corrected By	Date Deficiency Corrected	Line No.
	Location, Deficiency Description				
	29-Building: No deficiencies noted				31
	30-Building: No deficiencies noted				32
	31-Building: No deficiencies noted				33
	32-Building: No deficiencies noted				34
	33-Building: No deficiencies noted				35
	34-Building: No deficiencies noted				36
	36-Building: No deficiencies noted				37
	37-Building: No deficiencies noted				38
	45-Building: No deficiencies noted				39
	48-Building: No deficiencies noted				40
	55-Building: No deficiencies noted				41
	56-Building: No deficiencies noted				42
	57-Building: No deficiencies noted				43
	58-Building: No Deficiencies noted				44
	59-Building: No deficiencies noted				45
	60-Building: No deficiencies noted				46
	62-Building: No deficiencies noted				47
	63-Portable: No deficiencies noted				48
	64-Building: No deficiencies noted				49
	65-Building: No deficiencies noted				50
	101-Building: No deficiencies noted				51
	103-Building: No deficiencies noted				52
	104-Building: No deficiencies noted				53
	105-Building: No deficiencies noted				54
	106-Building: No deficiencies noted				55
	108-Building: No deficiencies noted				56
	200-Building: No deficiencies noted				57
					58
					59
					60

**ANNUAL COMPREHENSIVE SAFETY INSPECTION REPORT
STATE BOARD OF EDUCATION
ADMINISTRATIVE RULE - SREF 2014 & F.A.C. 69A-58
FISCAL YEAR 2020-2021**

College Facility: Florida Gateway College FIRE DISTRICT: Lake City
 SCHOOL / FACILITY: Foundation # OF SERIOUS FIRE SAFETY VIOLATIONS 0
 ADDRESS: 443 East Duval Stree, Lake City, 32055 # OF NON-SERIOUS FIRE SAFETY VIOLATIONS 0

FIRE DISTRICT FIRE SAFETY INSPECTOR NAME PRINTED (IF JOINT INSPECTION) Jeb W. Bynum (Municipal Fire Safety Inspector) INSPECTION DATE September 25, 2020
 COLLEGE BOARD FIRESAFETY INSPECTOR NAME PRINTED
 FIRE DISTRICT FIRE SAFETY INSPECTOR SIGNATURE (IF JOINT INSPECTION) Fire Prevention Specialists, Inc., 609 Gina Lane, Melbourne, FL 32940 321-302-3993
 INSPECTOR ADDRESS & PHONE NUMBER
 SIGNATURE DATE 10/3/2021 FIRE INSPECTOR CERTIFICATION NUMBER 133209
 FIRE INSPECTOR CERTIFICATION NUMBER

LOCATION:

Deficiency locations will be identified by a building number followed by the room number (e.g. 2-505 or 1-133A). These numbers are usually affixed above the door leading into that particular room. Or if the deficiency in an area other than an identifiable room number, the area in question will be specifically identified. For example: Pressbox, Field House, Pavillion, etc.

Florida Gateway College has met the requirements of F.S.S. 1013.12(2)(d): YES ___ NO

Approval of Reports by Board (Including Letter) ___ YES ___ NO

THE UNDERSIGNED ATTESTS TO THE REVIEW OF THIS REPORT IN ITS ENTIRETY AND ACKNOWLEDGES AWARENESS OF THE DISCOVERED DEFICIENCIES.

 FACILITY ADMINISTRATOR NAME PRINTED

 FACILITY ADMINISTRATOR TITLE

 FACILITY ADMINISTRATOR SIGNATURE

 SIGNATURE DATE

**ANNUAL COMPREHENSIVE SAFETY INSPECTION REPORT
STATE BOARD OF EDUCATION
ADMINISTRATIVE RULE - SREF 2014 & F.A.C. 69A-58
FISCAL YEAR 2021-2022**

College Facility: Florida Gateway College FIRE DISTRICT: Olustee # OF SERIOUS FIRE SAFETY VIOLATIONS 0
 SCHOOL / FACILITY: Olustee Campus
 ADDRESS: 25030 Hwy 90, Olustee, FL 32072 # OF NON-SERIOUS FIRE SAFETY VIOLATIONS 1

FIRE DISTRICT FIRE SAFETY INSPECTOR NAME PRINTED (IF JOINT INSPECTION) _____
 FIRE DISTRICT FIRE SAFETY INSPECTOR SIGNATURE (IF JOINT INSPECTION) _____
 SIGNATURE DATE _____ FIRE INSPECTOR CERTIFICATION NUMBER _____

Jeb W. Bynum (Municipal Fire Safety Inspector) September 27, 2021
 COLLEGE BOARD FIRESAFETY INSPECTOR NAME PRINTED _____ INSPECTION DATE _____
Fire Prevention Specialists, Inc., 609 Gina Lane, Melbourne, FL 32940 321-302-3993
 INSPECTOR ADDRESS & PHONE NUMBER _____
 10/3/2021 133209
 COLLEGE BOARD FIRE SAFETY INSPECTOR SIGNATURE / DATE _____ FIRE INSPECTOR CERTIFICATION NUMBER _____

LOCATION:
 Deficiency locations will be identified by a building number followed by the room number (e.g. 2-505 or 1-133A). These numbers are usually affixed above the door leading into that particular room. Or if the deficiency in an area other than an identifiable room number, the area in question will be specifically identified. For example: Pressbox, Field House, Pavillion, etc.

Florida Gateway College has met the requirements of F.S.S. 1013.12(2)(d): YES NO

Approval of Reports by Board (Including Letter) YES NO

THE UNDERSIGNED ATTESTS TO THE REVIEW OF THIS REPORT IN ITS ENTIRETY AND ACKNOWLEDGES AWARENESS OF THE DISCOVERED DEFICIENCIES.

FACILITY ADMINISTRATOR NAME PRINTED _____ FACILITY ADMINISTRATOR SIGNATURE _____
 FACILITY ADMINISTRATOR TITLE _____ SIGNATURE DATE _____

**ANNUAL COMPREHENSIVE SAFETY INSPECTION REPORT
STATE BOARD OF EDUCATION
ADMINISTRATIVE RULE - SREF 2014 & F.A.C. 69A-58
FISCAL YEAR 2021-2022**

College Facility: Florida Gateway College FIRE DISTRICT: Dixie County
SCHOOL / FACILITY: Dixie County Center # OF SERIOUS FIRE SAFETY VIOLATIONS 0
ADDRESS: Leon & Wilson St, Cross City, FL 32628 # OF NON-SERIOUS FIRE SAFETY VIOLATIONS 0

FIRE DISTRICT FIRE SAFETY INSPECTOR NAME PRINTED (IF JOINT INSPECTION) _____
FIRE DISTRICT FIRE SAFETY INSPECTOR SIGNATURE (IF JOINT INSPECTION) _____
SIGNATURE DATE _____ FIRE INSPECTOR CERTIFICATION NUMBER _____

Jeb W. Bynum (Municipal Fire Safety Inspector) September 28, 2021
COLLEGE BOARD FIRESAFETY INSPECTOR NAME PRINTED INSPECTION DATE
Fire Prevention Specialists, Inc., 609 Gina Lane, Melbourne, FL 32940 321-302-3993
INSPECTOR ADDRESS & PHONE NUMBER
Jeb W. Bynum 10/3/2021 133209
COLLEGE BOARD FIRE SAFETY INSPECTOR SIGNATURE / DATE FIRE INSPECTOR CERTIFICATION NUMBER

LOCATION:

Deficiency locations will be identified by a building number followed by the room number (e.g. 2-505 or 1-133A). These numbers are usually affixed above the door leading into that particular room. Or if the deficiency in an area other than an identifiable room number, the area in question will be specifically identified. For example: Pressbox, Field House, Pavillion, etc.

Florida Gateway College has met the requirements of F.S.S. 1013.12(2)(d): YES NO

Approval of Reports by Board (Including Letter) YES NO

THE UNDERSIGNED ATTESTS TO THE REVIEW OF THIS REPORT IN ITS ENTIRETY AND ACKNOWLEDGES AWARENESS OF THE DISCOVERED DEFICIENCIES.

FACILITY ADMINISTRATOR NAME PRINTED

FACILITY ADMINISTRATOR SIGNATURE

FACILITY ADMINISTRATOR TITLE

SIGNATURE DATE

**ANNUAL COMPREHENSIVE SAFETY INSPECTION REPORT
STATE BOARD OF EDUCATION
ADMINISTRATIVE RULE - SREF 2014 & F.A.C. 69A-58
FISCAL YEAR 2021-2022**

College Facility: Florida Gateway College FIRE DISTRICT: Gilchrist County # OF SERIOUS FIRE SAFETY VIOLATIONS 0
 SCHOOL / FACILITY: Gilchrist Center
 ADDRESS: 2820 East Bell Ave., Bell, FL 32619 # OF NON-SERIOUS FIRE SAFETY VIOLATIONS 0

FIRE DISTRICT FIRE SAFETY INSPECTOR NAME PRINTED (IF JOINT INSPECTION) Jeb W. Bynum (Municipal Fire Safety Inspector) INSPECTION DATE September 28, 2021
 COLLEGE BOARD FIRESAFETY INSPECTOR NAME PRINTED
 FIRE DISTRICT FIRE SAFETY INSPECTOR SIGNATURE (IF JOINT INSPECTION) Fire Prevention Specialists, Inc., 609 Gina Lane, Melbourne, FL 32940 321-302-3993
 INSPECTOR ADDRESS & PHONE NUMBER
 SIGNATURE DATE 10/3/2021 FIRE INSPECTOR CERTIFICATION NUMBER 133209
 FIRE INSPECTOR CERTIFICATION NUMBER

LOCATION:

Deficiency locations will be identified by a building number followed by the room number (e.g. 2-505 or 1-133A). These numbers are usually affixed above the door leading into that particular room. Or if the deficiency in an area other than an identifiable room number, the area in question will be specifically identified. For example: Pressbox, Field House, Pavillion, etc.

Florida Gateway College has met the requirements of F.S.S. 1013.12(2)(d): YES NO

Approval of Reports by Board (Including Letter) YES NO

THE UNDERSIGNED ATTESTS TO THE REVIEW OF THIS REPORT IN ITS ENTIRETY AND ACKNOWLEDGES AWARENESS OF THE DISCOVERED DEFICIENCIES.

FACILITY ADMINISTRATOR NAME PRINTED _____
 FACILITY ADMINISTRATOR TITLE _____

FACILITY ADMINISTRATOR SIGNATURE _____
 SIGNATURE DATE _____

AGENDA ITEM: X.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

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.