

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

**February 8, 2024
5:00 pm, Regular Meeting
Dixie County Public Library
16328 SE Highway 19
Cross City, FL 32628**

I. Call to Order

The regular meeting of the District Board of Trustees was called to order February 8, 2024 at 5:05 p.m. by Chairperson David Crawford.

Board members Mr. Chuck Brannan and Mr. John Medina were absent.

All votes were unanimous unless stated otherwise.

II. Pledge of Allegiance

Board member Dr. Jim Surrency led the board in the Pledge of Allegiance.

III. Audience of Any Citizen

There were no citizen's that elected to speak.

IV. Approval of Minutes

Dr. Miguel Tepedino made a motion to approve the January 11, 2024 Board meeting minutes. Ms. Renae Allen seconded the motion and the motion carried unanimously on a voice vote.

V. Student Government Report

There was no report.

VI. Presentation of Consent Agenda

Ms. Suzanne Norris asked to abstain from voting on item VI. A. Personnel Matters. Mr. Jim Surrency made a motion to approve pulling out item VI.A. Personnel Matters for a separate vote. Ms. Kathryn McInnis seconded the motion and the motion carried unanimously on a voice vote. Before the meeting, Ms. Norris completed Form 8b Memorandum of Voting Conflict, disclosing that she abstained from the vote on personnel matters as this matter included a recommendation by the President that her son, James, be approved to serve as a Student Assistant, Recruitment & Communications, Part-time Temporary for the period of January 1, 2024 through May 3, 2024. A copy of the memorandum is attached hereto and incorporated herein.

- A. *Personnel Matters
- B. *Routine Contracts and Agreements
- C. *Surplus Property
- D. *Approval of Foundation Donations

Dr. Jim Surrency made a motion to approve the Consent Agenda consisting of item “A” Personnel Matters. Ms. Kathryn McInnis seconded the motion and the motion carried unanimously on a voice vote, with Mrs. Norris abstaining as set forth above.

Ms. Suzanne Norris made a motion to approve the Consent Agenda consisting of items “B” through “D”. Ms. Renae Allen seconded the motion and the motion carried unanimously on a voice vote.

VII.

Academic Affairs

Dr. Lawrence Barrett, President, started the Academic Affairs report by sharing a letter to the editor recently published in the Lake City Reporter titled “Early Childhood Development: Why It Matters and How to Support It” by Kimberly Esing. Ms. Esing has earned three early childhood certificates and an AS in Early Childhood Education at FGC. FGC Bachelor of Science in Elementary Education student Raymond Brown was selected as the employee who exemplified the trait of gratitude at his school Anderson Elementary in Dixie County and FGC student Rosa Saperstein was selected as the Paraprofessional of the year at Westside Elementary in Columbia County.

Dr. Barrett continued by giving an update on the Teacher Apprenticeship Program, it’s currently in the development phase in which twelve courses will be converted into the apprenticeship model. FGC staff attended a meeting at the University of Florida this week to discuss partnering in the “Going Gator” program. This would allow FGC AA graduates guaranteed admission to certain programs and will have the opportunity to minor in education. The Department of Education provided feedback about the BS in Business proposal, we are currently addressing their feedback and will be resubmitting the proposal soon.

Dr. Barrett noted, we received a grant of \$200,000 to expand our electrical work in our welding building. Passing rates for the nursing programs continue to be positive.

President Barrett introduced Dr. Michael Baker, FGC English Instructor. Dr. Baker gave a brief presentation on the 2024 Study Abroad Program.

VIII.

Student Affairs and Public Information

Mr. Anthony Cardenas, Vice President of Student Affairs and Public Information gave an update on the Athletic Department. The men’s basketball team is in second place in the Sun Lakes conference and freshman player Ty’Jahn Wright has been named the DII Player of the Week by the Florida College System Activities Association (FCSAA). The women’s softball team had their first home opener in 16 years on January 27th, sophomore Karis Smith has been recognized as the DII Pitcher of the Week by FCSAA. The women’s flag football team home opener will be March 2nd. FGC plans to reintroduce collegiate golf to Lake City; the women’s golf team is set to begin August of 2024.

Lastly, our student activities office will be kicking off “Spirit Week” on campus from February 24th to March 2nd, where they will have any different events that will engage students, faculty, staff and alumni. This month the Advising Department will hold the

annual “Academic Standing” campaigns to support and help students on academic warning and probation.

IX. Enrollment and Marketing

Ms. Kacey Schrader, Dean of Enrollment and Marketing, reported on Spring enrollment. FGC is currently down 106 in headcount and 86 credits.

Ms. Schrader continued her report by stating that February is Financial Aid Awareness month. The Financial Aid Department has been working to promote the 2024-25 FAFSA and awareness about all new forms of financial assistance. There will be a FAFSA Brunch in the Library on Saturday, March 12th. There have been some problems with the 2024-25 FAFSA application process, the Florida Department of Education has announced a plan to support certain high-need colleges with staff, technical support, and funding.

Lastly, Julie Cannon, Director of Dual Enrollment and Recruitment and her department have been attending parent interest meetings at the high schools this month. They are also scheduled to meet with every dual enrollment student at each school starting at the end of February through March to advise them on Summer and Fall registration plans. FGC will be hosting an Open House event on March 7th in the Wilson S. Rivers Library and Media Center; all programs and many departments will be represented.

X. Business Services

Ms. Holloway gave an update on the safety project under the deferred maintenance fund. All campus doors will be getting swipe access, which will allow for all doors to be automatically locked down, this project is currently underway.

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

B.* Budget Amendment Number Six (6) Restricted Current Fund (Fund 2) Fiscal Year 2023-2024

Ms. Kathryn McInnis made a motion to approve the Budget Amendment Number Six (6) Restricted Current Fund (Fund 2) Fiscal Year 2023-2024. Dr. Miguel Tepedino seconded the motion and the motion carried unanimously.

C. *Budget Amendment Number Six (6) Capital Outlay Plan for Unexpended Plant Fund (7) Budget Fiscal Year 2023-2024

Mr. Lindsey Lander made a motion to approve the Budget Amendment Number Six (6) Capital Outlay Plan for Unexpended Plant Fund (7) Budget Fiscal Year 2023-24. Ms. Renae Allen seconded the motion and the motion carried unanimously.

XI.

President’s Report

Dr. Barrett introduced Lee Pinchouck, Executive Director Foundation and Resource Development to give a legislative update. Mr. Pinchouck reviewed the two financial requests from FGC and the status of the same as it relates to the proposed budgets from the Senate and House.

President Barrett noted he would like to continue moving forward with discussions on the proposed Charter School, he is currently working on a draft agenda for next month’s Board Workshop on the Charter School and asked Board members to send him any topics or suggestions they might have.

Trustee McInnis presented Dr. Barrett with a \$600 donation to FGC’s G.E.D Program from the Dixie County Foundation.

Dr. Barrett and Lee Pinchouck recently meet with Florida Power & Light to discuss potential partnership opportunities as they are opening a 380-acre solar plant next to the college.

Dr. Barrett invited Board members to the next “Campus Vibe” event, the Beatles Tribute Band will be playing in the Levy Performing Arts Center on March 8th at 7:00pm. There will be a Grand Re-Opening of the newly renovated Levy Performing Arts center in the coming months.

XIII.

Topics for Future Meetings

XIV.

Inspect Warrant Register

XV.

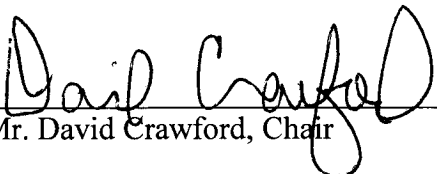
Set Time for the Next Meeting

Mr. Crawford asked Board members if the March 14, 2024 Board Workshop time could be changed from 3:00 pm to 3:30 pm, as that would give enough time for the Workshop.

Ms. Kathryn McInnis made a motion to move the time of the March 14, 2024 Board Workshop from 3:00 pm to 3:30 pm. Mr. Jim Surrency seconded the motion and the motion carried unanimously.

**Date: March 14, 2024
Time: 3:30 pm / Board Workshop
5:00 pm / Regular Meeting
Florida Gateway College, Board Room**

The meeting adjourned at 6:01 pm


Mr. David Crawford, Chair


Dr. Lawrence Barrett, Secretary

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Suzanne Norris, hereby disclose that on February 8, 20 24 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____ ;
- inured to the special gain or loss of my relative, son, James Norris ;
- inured to the special gain or loss of _____, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

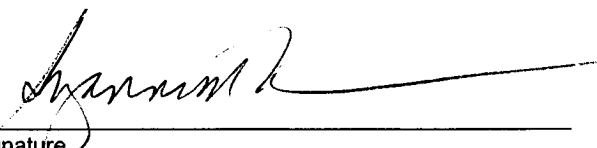
(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

My son, James Norris, was being considered for an appointment for employment with Florida Gateway College as a Student Assistant, Recruitment & Communications, Part-time, Temporary for the period of January 1, 2024 through May 3, 2024. Because approval of this position would result in a private gain to a relative (my son), I abstained.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

2/8/24

Date Filed


Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.