



**DISTRICT BOARD OF TRUSTEES AGENDA**

**DATE & TIME:  
JANUARY 11, 2024**

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



# FLORIDA GATEWAY COLLEGE

## MISSION STATEMENT

*Approved by the Board of Trustees on June 8, 2023*

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  
January 11, 2024  
5:00 pm, Regular Meeting  
FGC Administration Building, Board Room**

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

*The FGC Board of Trustees will hear any citizen who wishes to address the Board, on a one time basis, pertaining to a relevant topic. If the Board wishes to hear more about the topic, that topic will be scheduled for a future Board Meeting. Each speaker is limited to three minutes and the time dedicated to this topic will not exceed twenty minutes.*
- IV. \*Approval of Board Minutes
  - A. \*November 9, 2023
- V. Student Government Report {SGA Representative}
  - A. General Information
- VI. \*Presentation of Consent Agenda

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

  - A. \*Personnel Matters
  - B. \*Routine Contracts and Agreements
  - C. \*Surplus Property
  - D. \*Approval of New Courses
  - E. \*Annual Course Continuations
  - F. \*Annual Course Deletions
- VII. Academic Affairs {P. Gavin}
  - A. General Information
- VIII. Student Affairs and Public Information {A. Cardenas}
  - A. General Information
- IX. Enrollment and Marketing {K. Schrader}
  - A. General Information
- X. Business Services Report {M. Holloway}

**FGC Board of Trustees**  
**January 11, 2024**  
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- A. General Information
  - B. \*Budget Amendment Number Five (5) Restricted Current Fund (Fund 2) Fiscal Year 2023-2024
  - C. \*Budget Amendment Number Five (5) Capital Outlay Plan for Unexpended Plant Fund (7) Budget Fiscal Year 2023-2024
- XI. President's Report {L. Barrett}
- A. General Information
  - B. Charter School Presentation {C. Noe}
- XII. Topics for future meetings
- XIII. Inspect Warrant Register
- XIV. Set Time for the Next Meeting

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

\*Denotes Board of Trustees' action items

**MINUTES**  
**FLORIDA GATEWAY COLLEGE**  
**DISTRICT BOARD OF TRUSTEES**  
**November 9th, 2023**  
**5:00 pm, Regular Meeting**  
**Union County School Board Office**

**I. Call to Order**

The regular meeting of the District Board of Trustees was called to order November 9, 2023 at 5:00 p.m. by Chairperson David Crawford.

All votes were unanimous unless stated otherwise.

**II. Pledge of Allegiance**

Ms. Zamaria Granado led the board in the Pledge of Allegiance.

**III. Audience of Any Citizen**

Mr. Stew Lilker Addressed the Board.

**IV. Approval of Minutes**

**Ms. Kathryn McInnis made a motion to approve the October 12, 2023 Board meeting minutes. Dr. Jim Surrency seconded the motion and the motion carried unanimously on a voice vote.**

**V. Student Government Report**

Ms. Zamaria Granado, SGA President updated Board members on recent events. SGA traveled to Tallahassee this week to attend a Florida College System SGA meeting. Recent events include a Billiards Tournament, Karaoke, Tie-Dye Day, a Coffee and Donut Day and two trivia days in November. Lastly, SGA will be hosting a canned food drive for Thanksgiving.

**VI. Presentation of Consent Agenda**

- A. \*Personnel Matters
- B. \*Routine Contracts and Agreements
- C. \*Surplus Property
- D. \*Approval of Program Changes
- E. \*Approval of New Courses
- F. \*Approval of New Programs
- G. \*Approval of Revised Policy 6Hx12:9-22, Student Scholarships

**Mr. Lindsey Lander made a motion to approve the Consent Agenda consisting of items “A” through “G”. Mr. Chuck Brannon seconded the motion and the motion carried unanimously on a voice vote.**

**VII. Academic Affairs**

Dr. Paula Gavin, Vice President of Academic Affairs started her report by going over events taking place. We had two Brain Bowl meets in October, Second Chance Pell faculty

and Staff hosted two Career Day's at Columbia Correctional Institution this week. Our STEM faculty will volunteer their time to provide extra tutoring during extended hours for Fall finals.

Dr. Gavin continued by noting, we extended an invitation to North Florida College's Nursing Program to use our simulation lab since their campus suffered severe damage during the hurricane. Our LPN and RN students who are expected to graduate in December participated in interview sessions where students could choose a real or mock interview. More than ten nursing students were offered a job on the spot.

Lastly, our NCLEX pass rates are continuing to rise. We had our CAPTE reconsideration on October 24<sup>th</sup> and we will inform Board members of that decision as soon as we know.

**VIII. Student Affairs and Public Information**

Mr. Anthony Cardenas, Vice President of Student Affairs and Public Information started his report by giving updates in our Athletic department. The FGC women's and men's cross-country teams are headed to the NJCAA national championships in Huntsville, Alabama. The women's team has achieved the number twelve ranking in the nation. He invited Board members to the men's basketball game tonight at 7:00 pm in the Howard Center.

He continued by saying we have completed the interview process for our new Transfer and Career Advisor position, an offer has been made. The advising office has had more than 735 students seeking guidance since October 30<sup>th</sup>. On November 2<sup>nd</sup> the FGC Dixie County location became a Pearson-approved testing site for the G.E.D. program.

**IX. Enrollment and Marketing**

Ms. Kacey Schrader, Dean of Enrollment and Marketing, reported on Spring registration. Registration started on October 30<sup>th</sup> and we are currently up 8% in headcount and up 8% in credit hours. Final numbers for the Fall semester, we are up 1.7% headcount and 5% in credit hours.

She continued by stating, we awarded in its entirety the Fall Open Door Grant in Financial Aid for eligible CTE programs and are currently taking applications for the Spring semester. Our Spring Dual Enrollment Articulation meeting is scheduled for November 16<sup>th</sup>. We also have One Stop Enrollment Day scheduled for November 30<sup>th</sup>.

Ms. Schrader ended her report by saying the Fall Commencement Ceremony is scheduled for December 14<sup>th</sup> at 6:30, with 145 students signed up to walk which is our biggest Fall commencement yet. FGC will be participating in the Lake City Christmas parade on December 9<sup>th</sup>, the theme is "Twas the night before Christmas".

**X. Business Services**

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

- A. \* Budget Amendment Number Four (4) Restricted Current Fund (Fund 2) Fiscal Year 2023-2024

**Ms. Kathryn McInnis made a motion to approve Budget Amendment Number Four (4) Restricted Current Fund (Fund 2) Fiscal Year 2023-2024. Ms. Suzanne Norris seconded the motion and the motion carried unanimously.**

B. \* Budget Amendment Number Four (4) Capital Outlay Plan for Unexpected Plant Fund (7) Budget Fiscal year 2023-2024

**Mr. John Medina made a motion to approve Budget Amendment Number Four (4) Capital Outlay Plan for Unexpected Plant Fund (Fund 7) Budget Fiscal Year 2023-2024. Ms. Renae Allen seconded the motion and the motion carried unanimously.**

**XI. President's Report**

A. General Information

Dr. Barrett began his report by thanking the Superintendent of the Union County School Board for hosting us tonight. Mike Ripplinger, Union County School Superintendent thanked everyone for coming as well as the great working partnership with Florida Gateway College.

Dr. Barrett continued by saying last week several FGC staff members traveled to Tallassee to meet with the Department of Corrections to work out some details with the Second Chance Pell Program. On December 12<sup>th</sup> at 10:00 am at Columbia Correctional Institution we will hold a graduation ceremony for this program with 60 graduates. The consultant for our Charter School was unable to make today's meeting for her presentation but will attend the next meeting on January 11, 2024.

President Barrett informed the Board he will be out of the office the first week of December for the SACS Trustee and Annual Conference in Orlando, where he will be reviewing about 44 colleges' accreditation. For the 2<sup>nd</sup> consecutive time FGC has been recognized by the Aspen Institute as one of the top 150 Community Colleges in the nation. FGC will now go on to compete for the top prize as being the number one Community College in the nation. We have 8 graduates from our Dixie County GED program and will be holding a ceremony in Dixie County in December.

Lastly, our Performing Arts Center has been closed for major renovations for several months but they are close to completion now. We are bringing back the FGC Entertainment Series. We have several events booked, "Let it Be" a Beatles cover group will be on March 9<sup>th</sup>, "Sean of the South" will be on April 6<sup>th</sup>, The Mascot Singer Dancer, will be on February 23<sup>rd</sup>.

Dr. Barrett introduced Danny Kail, architect for the Stem II Building. Mr. Kail gave a brief presentation of the proposed building. He provided blueprints for the building and land and reviewed them. This building is 20,000 square feet and will house the Anatomy and Physiology Program as well as the Nursing Program.

**XIII. Topics for Future Meetings**

**XIV. Inspect Warrant Register**

XV.

**Set Time for the Next Meeting**  
January 11, 2024  
5:00 pm Regular Meeting  
Location meeting: Florida Gateway College  
Board Room Administration Bldg. 1

**The meeting adjourned at 5:46 pm**

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Mr. David Crawford, Chair

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Dr. Lawrence Barrett, Secretary

**AGENDA ITEM: V.A.**

**Student Government Report**

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

**AGENDA ITEM: VI.A.**

**Personnel Matters**

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

**PERSONNEL MATTERS**  
**January 11, 2024**  
**BOARD OF TRUSTEES MEETING**

**RESIGNATIONS/RETIREMENTS/TERMINATIONS:**

Garcia, Sandra	Senior Staff Assistant, Testing & Accessibility Services (position to be filled)	12/15/2023
McNair, Darrah	Business Services Specialist-AR, Business Services (position to be filled)	10/25/2023
Miles, Priscilla	Procurement Assistant, Procurement & Contracts (position to be filled)	11/03/2023
Webb, Sandra	Director, Testing & Remediation, Nursing & Health Science	12/18/2023

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

Clark, Christal	Assistant Professor, Criminal Justice, Educational Adjustment	10/01/2023
Crary, Cheryl	Assistant Professor, Nursing, Educational Adjustment	10/01/2023
Dees, Allyson	Associate Professor/Coordinator, AA Education, Educational Adjustment	10/01/2023
Douglas, David	Skilled Maintenance Repairer, College Facilities, Full Time	11/07/2023
Free, Anthony	Audio Visual Specialist, Audio Visual, Title Change	10/16/2023
Hammerle, Kirsten	Student Success Coach, TRiO, Full Time	10/23/2023
Harris, Jarrod	Game Announcer, Athletics, Part-time, Temporary	11/09/2023-04/30/2024
Murdoch, Margaret	Assistant Professor, Mathematics, Educational Adjustment	10/01/2023
Parrish, Destiney	Assistant Professor, Nursing, Educational Adjustment	10/01/2023
Sory, Alex	Softball Camp Assistant, Athletics, Part-time, Temporary	07/24/2023-07/27/2023
Troshyna, Angelina	Lab Assistant, Academic Affairs, Part-time, Temporary	10/25/2023-12/08/2023
Whithorn, Harmony	Tutor, Adult Ed/Student Affairs, Part-time, Temporary	10/12/2023-12/08/2023

**STUDENTS:**

Williams, Khyree	Student Assistant, Student Life, Part-time, Temporary	11/01/2023-12/18/2023
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**ADJUNCT FACULTY/OVERLOAD CONTRACTS:**

See attached pages



**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: January 11, 2024**

**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 contract 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:** Conklin, Raegan - Columbia County  
Greene, Noah - Columbia County  
Sampson, Lola - Columbia County  
Sanders, Isabel - Gilchrist County  
Worrell, Addisyn - Union County

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

**Cost:** None

- 2. Second Party:** Ed Fraser Memorial Hospital - Macclenny, FL  
Tri-County Nursing Home - Trenton, FL  
Macclenny Nursing and Rehab Center - 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:** Episcopal Children's Services - Jacksonville, FL

**Narrative:** The College has entered into a five-year Affiliation Agreement with Episcopal Children's Services to offer clinical opportunities to students in Early Childhood Education.

**Cost:** None

- 4. Second Party:** Edwin L. Chewning - Cross City, FL

**Narrative:** The College entered into a one (1) year Renewal Lease Agreement with Edwin L. Chewning for the Dixie County property located at 64 NE 121<sup>st</sup>, Cross City, Florida.

**Cost:** \$ 33,000.00

5. **Second Party:** Florida Academic Library Services Cooperative - Tallahassee, FL  
**Narrative:** The College entered into an Agreement with Florida Academic Library Services Cooperative to commit funds for local electronic resources from January 1 through December 31, 2024.  
**Cost:** \$ 29,983.27
  
6. **Second Party:** LMC Steel - O'Brien, FL  
**Narrative:** The College entered into a Construction Agreement with LMC Steel for the reroofing of the Multi-Use Facility at 279 SE Jones Way.  
**Cost:** \$ 84,536.00
  
7. **Second Party:** CareerSource Florida Crown - Lake City, FL  
**Narrative:** The College entered into a Memorandum of Understanding with CareerSource Florida Crown to support the development of a highly qualified and skilled workforce in the North Florida region.  
**Cost:** None
  
8. **Second Party:** Maximum Bands Entertainment, LLC. - Dunedin, FL  
**Narrative:** The College entered into an Entertainment Agreement with Maximum Bands Entertainment for a performance of Let It Be – Beatles Tribute Band on March 8, 2024  
**Cost:** \$4,500
  
9. **Second Party:** AT&T Corporation - Orlando, FL  
**Narrative:** The College has entered into multiple Service Agreements with AT&T Corporation to provide improved connection speeds on existing AT&T switched ethernet circuits and to convert existing PRI telephony infrastructure to SIP-based Business Voice over IP (BVoIP) technology.  
**Cost:** \$ 7,019.32/monthly for a 36-month term.
  
10. **Second Party:** University of Evansville - Evansville, IN  
**Narrative:** The College entered into an Agreement with the University of Evansville for students to attend a customized British Literature program at Harlaxton College in the United Kingdom, from June 30 to July 20, 2024.  
**Cost:** \$58,500.00 (approximate cost to College) \$4,500 per student participant
  
11. **Second Party:** Victree Financial, LLC - Savannah, GA  
**Narrative:** The College entered into a Software Agreement with Victree Financial to provide Financial Literacy and Life Skills Training Compliance Program for student athletes.  
**Cost:** \$ 2,500.00

**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  
December 2023  
Board Meeting Date: January 11, 2024**

	A	B	C	D	E
1					
2	<b>DECAL</b>	<b>DESCRIPTION</b>	<b>PURCHASE VALUE</b>	<b>PURCHASE DATE</b>	<b>CLASS CODE</b>
3	11837	Wacom Cintiq 22HD	1,658.33	05/28/15	1
4	11327	Dell OptiPlex 9010n Mini Tower	970.11	06/05/13	1
5	12427	Optiplex 7450 AIO	1,210.39	10/08/18	1
6	10195	Smart Technologies ID350 Symposium Interactive Display	1,799.00	02/09/10	1
7	10938	IPAD2 16 GB	578.00	09/01/11	1
8	11095	Epson PL 6150 Projector	1,049.00	06/21/12	1
9	10282	Dell Optiplex 960	1,697.55	02/25/10	1
10	11049	OptiPlex 990 Minitower	1,460.70	05/24/12	1
11	11331	Dell OptiPlex 9010n Mini Tower	970.11	06/05/13	1
12	10852	Deil OptiPlex 990 Minitower	1,390.19	01/18/12	1
13	9878	Samsung UF-80ST Document Camera	1,499.00	04/09/08	1
14	9611	Smart Technologies ID350 Symposium Interactive Display	1,799.00	07/17/07	1
15	7227	Elmo EV400AF Visual Presenter	2,064.40	02/24/99	1
16	11413	Epson Powerlite 935W Projector 1280x800 3700 Lumen 7.5	969.00	06/05/13	1
17	9195	Extron MLS4065A Medialink Switcher	1,052.94	06/27/06	1
18	10449	Smart Technologies ID350 Symposium Interactive Display	1,799.00	06/09/10	1
19	9844	Epson Powerlite PL6100I Projector	1,650.00	04/09/08	1
20	7225	Elmo EV400AF Visual Presenter	2,064.40	02/24/99	1
21	9205	Extron MLS4065A Medialink Switcher	1,052.94	06/27/06	1
22	9853	Extron MLS406SA Medialink Switcher	1,052.94	04/09/08	1
23	11139	Smart Podium 518	2,029.00	06/21/12	1
24	12551	Optiplex 7450 AIO	1,105.81	04/05/19	1
25					
26					
27					
28					
29					
30					
31					
32					
33					
34					
35					
36					
37		<b>TOTAL</b>	<b>30,921.81</b>		
38					
39					
40	1= OBSOLETE				
41	2=SALVAGE/USED FOR PARTS				
42	3=TOO COSTLY FOR REPAIRS				
43	4=SALVAGE NOT REPAIRABLE				
44	5=STOLEN (see attached report)				
45	6=TRADED (see attached form)				
46	7=TRANSFERRED TO ANOTHER AGENCY				
47	8= SURPLUS NOT COST EFFECTIVE TO MAINTAIN				
48	9= SURPLUS TO BE SOLD AND OR SOLD FOR PARTS				
49	10= NATIONAL RECALL				
50	11= OTHER				
51					

## **AGENDA ITEM: VI.D.**

### **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 due to state changes in the mathematics pathway curriculum. Effective Date of implementation: Fall 2024

**Mathematics Thinking (MGF 1130):** This new course will provide a comprehensive and engaging exploration of various mathematical concepts, with a focus on their real-world applications and relevance to various fields of study. Students will learn how to apply abstract and analytical reasoning to draw valid conclusions in problems that mimic real-life situations. This new course will be required by the State with the purpose of replacing the current course MGF 1106, and will be a General Education Mathematics Core.

**Mathematics in Context (MGF 1131):** This new course is designed to equip students with the quantitative and qualitative skills and mathematical knowledge necessary for informed decision-making in personal and professional matters. Students will develop their mathematical ability and enhance their problem-solving skills to solve a variety of practical problems in contextual situations. This new course will be required by the State with the purpose of replacing the current course MGF 1107, but cannot be a General Education Mathematics Core.

**AGENDA ITEM: VI.E.**

**Annual Course Continuations**

State Board Rule 6A-10.0331 requires each Florida College System institution to review courses that have not been taught for five years. Any such classes which the institution wishes to continue must be reviewed in the same manner that the institution reviews courses which are proposed for addition to the catalog and the statewide course numbering system. A course may be continued in the catalog if the institution plans to offer it during the next five years.

The courses which have not been taught for five years, but which are expected to be offered during the next five years are shown below. The College requests Board approval for the continuation of these courses. Continuation of the courses below have been approved by the Florida Gateway College Educational Affairs Committee. Effective Date of implementation: Fall 2024

<b>Course</b>	<b>Title</b>	<b>Last Term Taught</b>
EUH 2032	Survey of The Holocaust 1933 to 1945	201910
EVS 1181	Conventional and Pretreatment Water Technology	201820
FFP 0141C	Emergency Services First Responder	201910
GRA 1117C	Introduction to Computer Graphics	201910
GRA 2751C	Web Design 1	201820
MUH 2111	Music History and Literature I	201910
MVS 2226	Guitar (Sophomore, Secondary)	201830
MVV 1211	Voice (Freshman, Secondary)	201910
MVV 1311	Voice (Freshman, Primary)	201910
MVV 2221	Voice (Sophomore, Secondary)	201830
MVV 2321	Voice (Sophomore, Primary)	201820

**AGENDA ITEM: VI.F.**

**Annual Course Deletions**

State Board Rule 6A-10.0331 requires each Florida College System institution to ensure that classes which have not been taught for five years and are not expected to be offered during the next five years are deleted from the college catalog. Upon approval of the Educational Affairs Committee and the Board of Trustees, the Office of the Statewide Course Numbering System will be notified to delete these courses. This annual certification of courses to be deleted is submitted to the Board of Trustees.

The courses which have not been taught for five years and are not expected to be offered during the next five years are shown below. The College requests Board approval of the deletion of these courses. Deletion has been approved by the Florida Gateway College Educational Affairs Committee and is awaiting Board approval. Effective Date of Implementation: Fall 2024

<b>Course</b>	<b>Title</b>	<b>Last Term Taught</b>
ACR 0930C	Special Topics HVAC	201910
ART 2151C	Jewelry Casting	201910
EEC 4241	Integrated Music and Movement	201910
EEC 4276	Young Children with Special Needs	201910
ETI 1949L	Manufacturing Internship	201820
ETM 2315	Hydraulics and Pneumatics	201820
ETM 2315L	Hydraulics and Pneumatics Lab	201820
ETS 1511C	Motors and Controls	201820
ETS 2531C	Human-Machine Interfaces and System Graphics	201820
ETS 2676C	Introduction to Robotics	201820
FIL 2001	Introduction to American Cinema	201830
GRA 1206C	Typography	201910
GRA 2203C	Digital Prepress	201910
HCP 0781C	Advanced Allied Health Assistant	201820
HCP 0796	Patient Care Technician	201830
MAN 1942	Supply Chain Management Internship	201820
MAN 2043	Principles of Quality Management	201820
MAN 2500	Operations Management	201830
MAN 2930	Special Topics Supply Chain Management	201830
MEA 0002C	Introduction to Medical Assisting	201820
MEA 0501C	Medical Office Procedures	201830
MEA 0506C	Administrative Office Procedures	201910
MEA 0521C	Phlebotomist, MA	201910

**ANNUAL COURSE DELETIONS**  
*(Continued)*

<b>Course</b>	<b>Title</b>	<b>Last Term Taught</b>
MEA 0530C	Pharmacology for Medical Assisting	201910
MEA 0543C	EKG Aide, MA	201830
MEA 0573C	Laboratory Procedures	201910
MEA 0581C	Clinical Assisting	201830
MTB 1103	Business Mathematics	201820
PGY 2401C	Introduction to Photography	201820
PGY 2404C	Photography II	201820
TRA 2010	Transportation and Distribution	201820
TRA 2131	Purchasing and Inventory Management	201830

**AGENDA ITEM: VII.A.**

**Academic Affairs Report**

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

**AGENDA ITEM: VIII.A.**

**Student Affairs and Public Information Report**

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

**AGENDA ITEM: IX.A.**

**Enrollment & Marketing Report**

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

**AGENDA ITEM: X. A.**

**Business Services Report**

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

**AGENDA ITEM: X.B.**

**Budget Amendment Number Five (5)  
Restricted Current Fund (Fund 2)  
Fiscal Year 2023-24**

The College requests approval of *Budget Amendment Number Five (5) to the Restricted Current Fund (Fund 2) for Fiscal Year 2023-2024*. This amendment recognizes revised award authorizations and new grants received in the 2023-24 fiscal year.

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

Budget Amendment Request Number : Five

X

FISCAL YEAR: 2023-2024

REASONS FOR BUDGET AMENDMENT: Place an "X" by the applicable reason for amendment.

Fund Name	Fund #	Amount	Explanation
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(1) CHANGE IN FUND BALANCE:

	Current Budget	Increase	Decrease	Revised Budget
Beginning Fund Balance	252,633.45	\$	\$	\$ 252,633.45
Budgeted Revenues	547,681.89	275,447.23		823,129.12
Budgeted Expenditures	714,982.85	72,025.46	0.00	787,008.31
Ending Fund Balance	\$ 85,332.49	\$ 203,421.77	\$ -	\$ 288,754.26

Budgeted Fund Balance as % of Funds Available N/A

\*The amounts listed above include, Perkins Voc. Ed., Perkins Rural Sparsley, CARES Act, GEER, Open Door, all foundation support accounts, student activities accounts and various restricted accounts.

CERTIFIED AS  
APPROVED BY  
BOARD:

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

BOARD APPROVAL DATE:

CERTIFIED AS APPROVED BY  
DEPARTMENT OF EDUCATION:

DEPARTMENT OF EDUCATION  
\_\_\_\_\_  
CHANCELLOR, FLORIDA COMMUNITY COLLEGE SYSTEM

DATE: \_\_\_\_\_

BY: \_\_\_\_\_

**AGENDA ITEM: X.C.**

**Budget Amendment Number Five (5)  
Capital Outlay Plan for Unexpended Plant Fund (7) Budget  
Fiscal Year 2023-2024**

We are requesting approval of Fund 7 budget amendment Five (5) which has been revised so the report reflects actual revenue, revised budgeted expenditures, actual expenses, and updated projects through December 4, 2023.

**FLORIDA GATEWAY COLLEGE**  
**FISCAL YEAR 2023-2024**  
**CAPITAL OUTLAY PLAN FOR UNEXPENDED PLANT FUND (FUND 7)**  
**As of December 1st, 2023**

<b>A. Recapitulation by Source</b>	<b>Deferred Maintenance</b>	<b>Local Funds</b>	<b>License Tag Fees</b>	<b>Capital Improvement Fee</b>	<b>PECO Funds</b>	<b>Total Funds</b>
Beginning Fund Balance	7,715,676.04	1,101,687.56	147,161.08	480,132.99	4,278,763.96	<b>13,723,421.63</b>
Plus: Revenues	-	600.00	85.00	301,806.59	0.00	<b>302,491.59</b>
Less: Expenditures	1,501,597.84	288,666.90	0.00	145,753.76	159,000.65	<b>2,075,019.15</b>
Ending Fund Balance	<b>6,214,078.20</b>	<b>833,620.66</b>	<b>147,246.08</b>	<b>636,185.82</b>	<b>4,119,763.31</b>	<b>11,950,894.07</b>
<b>B. Budgeted Expenditure</b>	<b>Deferred Maintenance</b>	<b>Local Funds</b>	<b>License Tag Fees</b>	<b>Capital Improvement Fee</b>	<b>PECO Funds</b>	<b>Total</b>
721450 Def. Maint. Roof/Window Replacement	586,812.09					586,812.09
721451 Def. Maint. Door Access/Security	201,992.61					201,992.61
721452 Def. Maint. Cameras/Call Boxes	1,807,504.00					1,807,504.00
721453 Def. Maint. Fire Alarms	680,185.00					680,185.00
721454 Def. Maint. Roadways/Parking Lots	750,700.50					750,700.50
721455 Def. Maint. AHU Replacement	945,000.00					945,000.00
721448 STEM 22-23 Final appropriation	1,122,716.00					1,122,716.00
721449 Olustee 22-23 Final appropriation	119,168.00					119,168.00
721225 Olustee Campus Public Safety Project					10,708.20	10,708.20
721140 Building 8 & 9					4,109,055.11	4,109,055.11
709200 Local Funds Capital Outlay		833,620.66				833,620.66
720000 CO & DS			147,246.08			147,246.08
Roadways & walkways						
Life-Safety Corrections						
730050 Capital Improvement Fee				537,136.93		537,136.93
Performance Contract Payments						
730070 Capital Improvement Fee - PSAV				99,048.89		99,048.89
Renovations/Remodeling of Facilities						
Equipment for PSAV programs						
Technology Enhancements						
<b>Total</b>	<b>6,214,078.20</b>	<b>833,620.66</b>	<b>147,246.08</b>	<b>636,185.82</b>	<b>4,119,763.31</b>	<b>11,950,894.07</b>

CERTIFIED AS  
APPROVED BY  
BOARD:

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

\_\_\_\_\_  
Date

**AGENDA ITEM: XI.A.**

**President's Report**

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



**FLORIDA GATEWAY  
COLLEGE**

**Board of Trustees**

Mr. David Crawford, Board Chair

Ms. Renae Allen, Vice Chair

Mr. Robert C. Brannan, III

Mr. Lindsey Lander

Ms. Kathryn McInnis

Ms. Suzanne Norris

Dr. James Surrency

Dr. Miguel Tepedino

Mr. John Medina

**Model Standards of Good Practice for Trustee Boards**

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

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

*Adopted by the ACCT Board of Directors, October 2000.*

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

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

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

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