



DISTRICT BOARD OF TRUSTEES AGENDA

**DATE & TIME:
JANUARY 9, 2025**

5:00 PM REGULAR MEETING

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



FLORIDA GATEWAY COLLEGE

MISSION STATEMENT

Approved by the Board of Trustees on August 8, 2024

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

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

Goal 1 Success

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

Objectives:

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

Goal 2 Engagement

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

Objectives:

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

Goal 3 Academics and Lifelong Learning

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

Objectives:

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

Goal 4 Assessment, Accountability, and Improvement

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

Objectives:

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

Goal 5 Institutional Resource Development

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

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

Goal 6 Access

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

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

**FLORIDA GATEWAY COLLEGE
DISTRICT BOARD OF TRUSTEES**

January 9, 2025

5:00 pm, Regular Meeting

Union County School Board Office

55 SW 6th Street

Lake Butler, FL 32054

- 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 14, 2024
- 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 Academic Calendar Change
- VII. Academic Affairs {K. Ciez-Volz}
 - A. General Information
- VIII. Student Affairs and Public Information {A. Cardenas}
 - A. General Information
- IX. Enrollment and Marketing {K. Mimbs}
 - A. General Information

FGC Board of Trustees

January 9, 2025

Page 2 of 2

- X. Business Services Report {M. Holloway}
 - A. General Information
 - B. *Budget Amendment Number Five (5) Restricted Current Fund (Fund 2) Fiscal Year 2024-2025
 - C. *Budget Amendment Number Five (5) Capital Outlay Plan for Unexpended Plant Fund (7) Budget Fiscal Year 2024-2025

- XI. President's Report {L. Barrett}
 - A. General Information
 - B. Follow Up Discussion on the City of Lake City

- XII. Topics for future meetings

- XIII. Inspect Warrant Register

- XIV. Set Time for the Next Meeting

Date: February 13, 2025

Time: 5:00 pm / Regular Meeting

Florida Gateway College Board Room

Administration Bldg. 1

*Denotes Board of Trustees' action items

MINUTES
FLORIDA GATEWAY COLLEGE
DISTRICT BOARD OF TRUSTEES
November 14, 2024
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 November 14, 2024 at 5:00 p.m. by Chairperson Lindsey Lander.

Trustee David Crawford was absent. Board Member Mr. Chuck Brannan was tardy, he arrived after the Approval of Minutes and did not participate in that vote.

All votes were unanimous unless stated otherwise.

II. Pledge of Allegiance

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

III. Audience of Any Citizen

There was no response.

IV. Approval of Minutes

Dr. Jim Surrency made a motion to approve the September 12, 2024 Board meeting minutes. Ms. Renae Allen 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. October and November have been very busy months for SGA, hosting 18 different events activities.

VI. Presentation of Consent Agenda

- A. *Personnel Matters
- B. *Routine Contracts and Agreements
- C. *Surplus Property
- D. *Approval of Course Changes
- E. *Approval of Program Changes
- F. *Approval of Program Deletions

Mr. John Medina made a motion to approve the Consent Agenda consisting of items “A” through “F”. Ms. Suzanne Norris seconded the motion and the motion carried unanimously on a voice vote.

VII. Academic Affairs

Dr. Kathleen Ciez-Volz, Vice President of Academic Affairs started her report by announcing that FGC was awarded over one million dollars through the Workforce

Development Capitalization Incentive Grant Program. This grant will fund the expansion and renovation of the Welding Program and will benefit the HVAC Program.

Dr. Ciez-Volz continued her report by saying the applications for Spring admission to the College's nursing programs have doubled compared to those from last year. The third quarter Board of Nursing results on the NCLEX has a 93.33% pass rate in the RN program.

Vice President Ciez-Volz gave updates in several of her areas. The eLearning Team has launched a four-part, yearlong internal professional development program for exploring AI in the classroom. The Academic Affairs Leadership Team is working on updating the faculty evaluation process.

Lastly, the College recently responded to a letter of findings regarding its general education courses. In addition to re-classifying some general education courses as associate in arts transfer electives, the College revised the course descriptions and learning outcomes of the 19 identified courses to comply with statutory requirements. The College request approval of the updated general education course list.

* Approval of Updated General Education Course List

Dr. Miguel Tepedino made a motion to approve the Updated General Education Course List. Ms. Renae Allen seconded the motion and the motion carried unanimously.

VIII. Student Affairs and Public Information

Mr. Anthony Cardenas, Vice President of Student Affairs and Public Information gave an update on Athletics activities and games.

Vice President Cardenas gave updates in his area. The Career Services area has been meeting with multiple departments at UF to help guide our students seamlessly through the transfer process. In November the FYE Program held "Care Maintenance Like a Pro", where students participated in hands-on, learning car maintenance basics.

IX. Enrollment and Marketing

Ms. Kacey Mimbs, Dean of Enrollment and Marketing gave updates in her area. Fall enrollment has continued to maintain an increase. We are at 3,012 in student headcount and 27,020 credit hours a 5.3 % increase.

The Dual Enrollment department has been visiting surrounding high schools and assisting students in completing their Spring schedules. The DE Articulation Meeting was held on campus on November 13th. FGC hosted several Experience Day's, where surrounding high school students can come tour and get the college experience.

Ms. Mimbs went on to say the next event in our Campus Vibes series is "Man in the Mirror: Michael Jackson Ultimate Tribute". This will be held November 15th at 7:30 pm in the Levy Performing Arts Center. The AV Department has completed the updates on all the sound/electronics in the PAC.

X.

Business Services

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

A. General Information

B. * Budget Amendment Number Three (3) Restricted Current Fund (Fund 2) Fiscal Year 2024-2025

Dr. Jim Surrency made a motion to approve Budget Amendment Number Three (3) Restricted Current Fund (Fund 2) Fiscal Year 2024-2025. Mr. John Medina seconded the motion and the motion carried unanimously.

C. * Budget Amendment Number Three (3) Capital Outlay Plan for Unexpected plant Fund (7) Budget Fiscal year 2024-2025

Ms. Suzanne Norris made a motion to approve Budget Amendment Number Three (3) Capital Outlay Plan for Unexpected Plant Fund (Fund 7) Budget Fiscal Year 2024-2025. Ms. Renae Allen seconded the motion and the motion carried unanimously.

D. * Budget Amendment Number Four (4) Restricted Current Fund (Fund 2) Fiscal Year 2024-2025

Ms. Suzanne Norris made a motion to approve Budget Amendment Number Four (4) Restricted Current Fund (Fund 2) Fiscal Year 2024-2025. Dr. Jim Surrency seconded the motion and the motion carried unanimously.

E. * Budget Amendment Number Four (4) Capital Outlay Plan for Unexpected plant Fund (7) Budget Fiscal year 2024-2025

Dr. Miguel Tepedino made a motion to approve Budget Amendment Number Four (4) Capital Outlay Plan for Unexpected Plant Fund (Fund 7) Budget Fiscal Year 2024-2025. Ms. Suzanne Norris seconded the motion and the motion carried unanimously.

F. * Annual Comprehensive Safety Inspection Report

Ms. Renae Allen made a motion to approve the Annual Comprehensive Safety Inspection Report. Mr. John Medina seconded the motion and the motion carried unanimously.

G. * Approval of STEM II Contract

Dr. Miguel Tepedino made a motion to approve the STEM II Contract. Mr. Chuck Brannan seconded the motion and the motion carried unanimously.

XI.

President's Report

Dr. Barrett began his report by sharing that FGC faculty and staff will be helping Catholic Charities prepare for their annual Thanksgiving Food Drive on November 15th and 20th.

He continued his report by giving a brief presentation on potential additional student housing. He proposed tiny homes as student housing in the repurposed area of the former firing range. There would be two phases of these homes, with the first twenty to be built by a company and the second phase of homes to be built by our students from various programs. The Purchasing Department is currently working on bids for these homes and he will be bringing a business plan for the Board's review in the future.

Lastly, Dr. Barrett led a discussion on the potential action against the City of Lake City for the 2021 flooding and tree damage to a five-acre lot on our campus. Board members had a brief discussion on this and advised legal counsel to send a formal letter with our requests to the City.

C. Foundation update {L. Pinchouck}

Lee Pinchouck, Executive Director of the Foundation, gave updates in the Foundation office. The Foundation's annual Giving Day will be held on November 19. He briefly reviewed the Foundation's 2024 Financial Statement Audit.

D. *Approval of Naming Opportunities {L. Pinchouck}

Mr. John Medina made a motion to approve two naming opportunities of buildings. Mr. Chuck Brannan seconded the motion and the motion carried unanimously.

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

Ms. Suzanne Norris made a motion to approve the Acceptance of the Foundation Audit Report. Dr. Miguel Tepedino seconded the motion and the motion carried unanimously.

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

Dr. Jim Surrency made a motion to approve the Recertification of the Foundation. Mr. John Medina seconded the motion and the motion carried unanimously.

G. *Approval of a One Time Health Care Cost Adjustment {L. Barrett}

Dr. Miguel Tepedino made a motion to approve the One Time Health Care Cost Adjustment in the amount of \$600. Ms. Renae Allen seconded the motion and the motion carried unanimously.

XIII.

Topics for Future Meetings

XIV. Inspect Warrant Register

XV. Set Time for the Next Meeting

January 9, 2025

5:00 pm Regular Meeting

Location Regular meeting: Union County School Board Office

55 SW 6th Street

Lake Butler, FL 32054

The meeting adjourned at 6:06 pm

Mr. Lindsey Lander, Chair

Dr. Lawrence Barrett, Secretary

AGENDA ITEM: V.A.

Student Government Report

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

AGENDA ITEM: VI.A.

Personnel Matters

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

PERSONNEL MATTERS

January 9, 2025

BOARD OF TRUSTEES MEETING

RESIGNATIONS/RETIREMENTS/TERMINATIONS:

Dietz, Barbie	Associate Director, Enrollment Services (position to be filled)	11/08/2024
Ezratty, Renee	Business Services Specialist-AR, Business Services (position to be filled)	12/06/2024
McLaughlin, Christine	Assistant Professor/Coordinator, PTA Programs (position to be filled)	12/16/2024
Morton, Megan	Enrollment Specialist I, Enrollment Services (position to be filled)	11/20/2024
Sawyer, Richard	Skilled Maintenance Worker, Facilities (position to be filled)	11/30/2024

APPOINTMENTS/REAPPOINTMENTS/REPLACEMENTS/TRANSFERS:

Boutwell, Makoto	Lab Assistant, Academic Affairs Part-time, Temporary	10/23/2024-12/09/2024
Burdick, Gail	Research Specialist, Institutional Effectiveness, Part-time, Temporary	01/02/2025-05/05/2025
Harris, Jarrod	Game Announcer, Athletics, Part-time, Temporary	11/01/2024-12/31/2024
Maione, Mitchell	Assistant Professor/Coordinator, PTA Programs, Transfer	01/06/2025
McBride, Jonna	Senior Staff Assistant, Academic Affairs, Full Time	11/01/2024
Simons, Daniel	Table Worker, Athletics, Part-time, Temporary	11/01/2024-12/15/2024
Waldron, Reagan	Office Assistant, Library, Part-time, Temporary	01/02/2025-05/05/2025
Wiesner, Jack	Assistant Professor, Economics, Full Time	01/06/2025
Williams, Jimmy	Bus Driver, Athletics, Part-time, Temporary	10/16/2024-12/31/2024

STUDENTS:

Harper, Taliyah	Student Assistant, TSIC, Part-time, Temporary	11/01/2024-12/31/2024
Williams, Hannah	Student Assistant, Athletics, Part-time, Temporary	11/01/2024-12/31/2024

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 09, 2025

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:** Columbia Emergency Medical Services - Lake City, 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
- 2. Second Party:** WellFlorida Council, Inc - Gainesville, FL
Narrative: The College has entered into a Memorandum of Understanding with WellFlorida Council, Inc to pay the College for implementing a "Power Up" E-sports League for Columbia County youth.
Cost: \$5,000 year 1 and \$1,500 year 2-4
- 3. 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 121st, Cross City, Florida.
Cost: \$ 33,000.00
- 4. Second Party:** Ovid Technologies, Inc. - Hagerstown, MD
Narrative: The College entered into a Renewal Agreement with Ovid Technologies, Inc. for a user license for Library Resources.
Cost: \$ 100.00
- 5. Second Party:** Turnitin, LLC - Oakland, CA
Narrative: The College entered into an Agreement with Turnitin, LLC to protect against copy/paste plagiarism, student collusion, and research misconduct.
Cost: \$ 8,572.70
- 6. Second Party:** Dynamic Security, Inc. - Muscle Shoals, AL
Narrative: The College entered into an Agreement with Dynamic Security, Inc. to provide security guard services for the College.
Cost: \$142,631.58

7. **Second Party:** G. W. Hunter, Inc. - Lake City, FL
Narrative: The College entered into a Renewal Agreement with G. W. Hunter Inc. for the purchase of gasoline and diesel fuel for campus vehicles.
Cost: As Invoiced
8. **Second Party:** Rave Mobile Safety - Framingham, MA
Narrative: The College entered into a renewal Agreement with Rave Mobile Safety. This software will allow the College to communicate and alert the entire campus in minutes using mobile phones, landlines, email, text, social media, etc.
Cost: \$6,553.98
9. **Second Party:** O'Neal Roofing, Inc. - Lake City, FL
Narrative: The College has entered into multiple Service Agreements with O'Neal Roofing, Inc. for the following repairs on campus:
- | | |
|-------------------------|---------------------------|
| Building 21 roof repair | Cost: \$ 6,370.00 |
| Building 11 reroof | Cost: \$ 19,388.00 |
| Building 36 skylights | Cost: \$ 1,750.00 |
| Building 27 gutters | Cost: \$ 925.00 |
| Building 19 canopy | Cost: \$ 2,990.00 |
| Building 26 awning | Cost: \$ 8,941.66 |

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 2024
Board Meeting Date: January 9, 2024**

	A	B	C	D	E
1					
2	DECAL	DESCRIPTION	PURCHASE VALUE	PURCHASE DATE	CLASS CODE
3	8500	Smart Board SB850	1,858.00	09/23/03	1
4	8054	Bulb Eater Florescent Bulb Crusher	2,379.69	06/19/01	1
5	851	FURNACE JOHNSON CRUCIBLE 20	897.00	10/21/76	1
6	1219	FRONT LOADING GAS KILN PRESSURE GU	1,399.00	09/04/80	1
7	11146	24IN Self Propell Mower	1,000.00	06/21/12	1
8	9649	Victory Refrigerator	1,772.10	09/05/07	1
9	6601	Empire EF-2436 Bead Blaster	950.00	08/20/97	1
10	11640	S25U Full Commercial Upright Bike	1,899.00	11/04/14	1
11	11383	Dell OptiPlex 9010n Desktop	764.30	06/05/13	1
12	11670	EPS955W Projector	682.55	03/03/15	1
13	12235	Optiplex 7450 AIO	1,146.28	03/28/18	1
14	9542	Smart Technologies ID 350 Symposium	1,899.00	06/20/07	1
15	7930	Olympus Microscope	1,700.60	05/02/01	1
16	5538	Guarmard Manikin	1,369.63	12/08/93	1
17	9863	Patient Kelly Manikin	1,720.00	03/05/08	1
18	10905	Patient Kelly	2,109.03	04/17/12	1
19	10906	Patient Kelly	2,109.03	04/17/12	1
20	10907	Patient Kelly	2,109.03	04/17/12	1
21	11305	LG02130 Patient Kelly Mannequin	1,907.81	05/30/13	1
22	11306	LG02130 Patient Kelly Mannequin	1,907.81	05/30/13	1
23	11307	LG02130 Patient Kelly Mannequin	1,907.81	05/30/13	1
24	11578	BASIC KERI MANIKIN	1,298.50	05/08/14	1
25	11173	Refurbished Resprionics Ventilator	4,398.46	11/16/12	1
26	6408	Chattanooga Ultrasound/Electrotherapy	4,456.00	12/19/96	1
27	9958	Virtual IV Computer	1,708.40	08/20/08	1
28	5664	Gomco Mobile Apirator	1,329.40	04/20/94	1
29	4468	Gatesville Doll	1,705.50	06/10/92	1
30	11577	BASIC KERI MANIKIN	1,298.50	05/08/14	1
31	9864	Patient Kelly Manikin	1,720.00	03/05/08	1
32					
33		TOTAL	51,402.43		
34					
35					
36	1= OBSOLETE				
37	2=SALVAGE/USED FOR PARTS				
38	3=TOO COSTLY FOR REPAIRS				
39	4=SALVAGE NOT REPAIRABLE				
40	5=STOLEN (see attached report)				
41	6=TRADED (see attached form)				
42	7=TRANSFERRED TO ANOTHER AGENCY				
43	8= SURPLUS NOT COST EFFECTIVE TO MAINTAIN				
44	9= SURPLUS TO BE SOLD AND OR SOLD FOR PARTS				
45	10= NATIONAL RECALL				
46	11= OTHER				
47					

**FLORIDA GATEWAY COLLEGE
SURPLUS EQUIPMENT LIST
December 2024
Board Meeting Date: January 9, 2024**

	A	B	C	D	E
1					
2	DECAL	DESCRIPTION	PURCHASE VALUE	PURCHASE DATE	CLASS CODE
3	9632	Spectroquest 2800 UV1-Visible Spectrophotometer	3,610.46	07/17/07	9
4	10899	Nicolet FT/IR Spectrometer	14,652.00	04/12/12	9
5	914	Bausch & Lomb Refractometer, Metal Grey	1,395.00	07/22/77	9
6	10105	Thermo Scientific Thermolyne Muffle Furnace S52107	1,332.16	12/10/08	9
7	11289	HEI-VAP Value #10 Package	6,214.08	05/23/13	9
8	8763	Lab Volt Systems Hydraulic Trainer System	11,763.00	05/18/04	9
9	8764	Lab Volt Systems Hydraulic Trainer System	11,763.00	05/18/04	9
10	8765	Lab Volt Systems Hydraulic Trainer System	11,763.00	05/18/04	9
11	8766	Lab Volt Systems Hydraulic Trainer System	11,763.00	05/18/04	9
12	11672	OMEGA TRANSIT TIME FLOW METER	1,445.00	12/17/14	9
13	11671	Current Mgmtr w/disp	1,585.00	12/17/14	9
14	11923	KTP600 Touch Panel Display	348.33	09/18/15	9
15	11958	RB-COM-02 Robot Arm Mover4 Starter Set	3,868.42	12/04/15	9
16	5853	Pexto Model 152K Shear	2,150.00	06/28/94	9
17	6993	Fisher ES410 Top Load Balance	749.00	06/10/98	9
18	6994	Fisher ES410 Top Load Balance	749.00	06/10/98	9
19	10598	Advanced IC Injection Sample Processor	12,006.56	06/28/11	9
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					
31		TOTAL	97,157.01		
32					
33					
34	1= OBSOLETE				
35	2=SALVAGE/USED FOR PARTS				
36	3=TOO COSTLY FOR REPAIRS				
37	4=SALVAGE NOT REPAIRABLE				
38	5=STOLEN (see attached report)				
39	6=TRADED (see attached form)				
40	7=TRANSFERRED TO ANOTHER AGENCY				
41	8= SURPLUS NOT COST EFFECTIVE TO MAINTAIN				
42	9= SURPLUS TO BE SOLD AND OR SOLD FOR PARTS				
43	10= NATIONAL RECALL				
44	11= OTHER				
45					

**Academic Calendar Changes
2024-2025**

The College requests approval of a change to the academic calendar. The Spring withdrawal deadline was mistakenly listed as April 4, 2025. We request approval to update the withdrawal deadline to April 16, 2025. The modified calendar is attached and change is highlighted in yellow.

2024-2025 Academic Calendar

Web registration, web drop, and web payment are open until midnight on the last date indicated, unless another time is shown. College offices close at 4:30 p.m. fall and spring and 5:00 p.m. summer. Unless a different time is shown or the college closes early, all other deadlines, except class dates, are 4:30 p.m. on the last date indicated.

May 20 – Aug. 16	Fall registration begins
June 3	Fall international applicant admission application deadline
June 17	Fall international transfer applicant admission application deadline
July 1 – Aug. 16	Fall Nelnet payment plan is available
July 15	Fall financial aid deadline; Fall admission priority processing date
August 14 August 21 August 28 September 4	Fall fees due (Fees are due if registered on or before a due date.) *All class registrations not secured with full payment or financial aid will result in students having their class schedule cancelled in its entirety. All students registering for classes after the last due date must secure classes with full payment or financial aid on the day of registration.
August 16 – 23	State employee fee waiver registration
August 19	Fall classes begin *Start dates for express sessions may vary. Check your class schedule for start dates.
August 19 – 23	Add/Drop (for classes starting 8/19/24)
August 19 – 21	Add/Drop ends for express session classes starting 8/19/24
August 23	State employee fee waiver registration ends Add/Drop ends (for full term classes)* (*Add/Drop end date varies for classes that are not full term, including those that started 8/19/24 and those starting later in the term. See express session details for all registration, add/drop, and withdrawal dates.)
September 2	Labor Day Holiday
September 10	Last day to submit grade changes for “I” grades received in previous summer term. Unresolved “I” grades will change to “F”.
October 1	Spring international applicant admission application deadline
October 15	Spring international transfer applicant admission application deadline
October 18	Fall commencement ceremony participation deadline (includes having name in program). Fall graduation application required.
Oct. 28 – Jan. 7	Spring registration begins
Oct. 28 – Jan. 7	Spring Nelnet payment plan is available
November 11	Veterans Day Holiday
November 12	Last day for withdrawal for full term classes* (Completed forms must be received in Enrollment Services before 4:30 p.m.) (*Withdrawal deadlines vary for classes that do not span the full term. See express session details for all registration, add/drop and withdrawal dates.)
November 12	Spring financial aid deadline; Spring admission priority processing date
November 27-29	Thanksgiving Holiday
December 9	Fall term ends. Fall graduation application deadline.
December 10	Grades due (12 noon)
December 12	Fall Commencement Ceremony
December 12 January 7 January 14 January 21	Spring fees due (Fees are due if registered on or before a due date.) *All class registrations not secured with full payment or financial aid will result in students having their class schedule cancelled in its entirety. All students registering for classes after the last due date must secure classes with full payment or financial aid on the day of registration.

December 19-31	Winter Break
January 1	New Year's Day Holiday
January 7 – 14	Spring state employee fee waiver registration
January 8	Spring classes begin *Start dates for express sessions may vary. Check your class schedule for start dates.
January 8 – 14	Add/Drop (for classes starting 1/8/25)
January 10	Add/Drop ends for express session classes starting 1/8/25
January 14 January 14	State employee fee waiver registration ends Add/Drop ends (for full term classes)* (*Add/Drop end date varies for classes that are not full term, including those that started 1/8/25 and those starting later in the term. See express session details for all registration, add/drop and withdrawal dates.)
January 20	Martin Luther King, Jr. Holiday
January 29	Last day to submit grade changes for "I" grades received in previous fall term. Unresolved "I" grades will change to "F".
February 17	President's Day Holiday
February 14	Summer international applicants admission application deadline
February 28	Summer international transfer applicants admission application deadline
March 13	Spring commencement ceremony participation deadline (includes having name in program). Spring graduation application required.
March 14 – 21	Spring Break
March 31 – May 8	Summer registration begins
March 31 – May 8	Summer Nelnet plan is available
April 7	Summer financial aid deadline; Summer admission priority processing date
April 16	Last day for withdrawal for full term classes* (Completed forms must be received in Enrollment Services before 4:30 p.m.) (*Withdrawal deadlines vary for classes that do not span the full term. See express session details for all registration, add/drop and withdrawal dates.)
April 30 May 7 May 14 May 21	Summer fees due (Fees are due if registered on or before a due date.) *All class registrations not secured with full payment or financial aid will result in students having their class schedule cancelled in its entirety. All students registering for classes after the last due date must secure classes with full payment or financial aid on the day of registration.
May 5	Spring term ends. Spring graduation application deadline.
May 6	Spring grades due (12 noon)
May 8	Spring Commencement Ceremony
May 9	Summer work schedule begins
May 8 – 14	Summer state employee fee waiver registration
May 12	Summer classes begin *Start dates for express sessions may vary. Check your class schedule for start dates.
May 12 – 14	Add/Drop (for classes starting 5/12/25) (See express session details for all registration, add/drop and withdrawal dates.)
May 14	Add/drop ends (for full term classes)* (*Add/Drop end date varies for classes that are not full term, including those that started 5/12/25 and those starting later in the term. See express session details for all registration, add/drop and withdrawal dates.)
May 19	Fall registration begins

May 26	Memorial Day Holiday
June 2	Last day to submit grade changes for "I" grades received in previous spring term. Unresolved "I" grades will change to "F".
June 18	Summer commencement ceremony participation deadline (includes having name in program). Summer graduation application required.
June 19	Juneteenth Holiday
July 3	Independence Day Holiday
July 15	Last day for withdrawal for full term classes* (Completed forms must be received in Enrollment Services before 4:30 p.m.) (*Withdrawal deadlines vary for classes that do not span the full term. See express session details for all registration, add/drop and withdrawal dates.)
August 6	Summer term ends Grades due (midnight) Summer graduation application deadline
August 7	Summer Commencement Ceremony
August 8	Summer work schedule ends
September 8	Last day to submit grade changes for "I" grades received in previous summer term. Unresolved "I" grades will change to "F".

AGENDA ITEM: VII.A.

Academic Affairs Report

- A. General Information: Dr. Kathleen Ciez-Volz, Vice President 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 Mimbs, 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 2024-25**

The College requests approval of *Budget Amendment Number Five (5) to the Restricted Current Fund (Fund 2) for Fiscal Year 2024-2025*. This amendment recognizes revised award authorizations and new grants received in the 2024-25 fiscal year.

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

Budget Amendment Request Number : Five

X

FISCAL YEAR: 2024-2025

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

Fund Name	Fund #	Amount	Explanation
-----------	--------	--------	-------------

(1) CHANGE IN FUND BALANCE:

	Current Budget	Increase	Decrease	Revised Budget
Beginning Fund Balance	714,607.41	\$	\$	\$ 714,607.41
Actual Revenues	103,158.88	902,425.40		1,005,584.28
Actual Expenditures	156,490.25	1,300,634.75	0.00	1,457,125.00
Ending Fund Balance	\$ 661,276.04	\$ (398,209.35)	\$ -	\$ 263,066.69

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 2024-2025**

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 2, 2024.

FLORIDA GATEWAY COLLEGE
FISCAL YEAR 2024-2025
CAPITAL OUTLAY PLAN FOR UNEXPENDED PLANT FUND (FUND 7)
As of December 2nd, 2024

A. Recapitulation by Source	Deferred Maintenance	Local Funds	License Tag Fees	Capital Improvement Fee	PECO Funds	Total Funds
Beginning Fund Balance	4,977,448.48	1,129,287.42	231,476.77	435,678.31	3,889,086.77	10,662,977.75
Plus: Revenues	-	0.00	0.00	319,618.29	0.00	319,618.29
Less: Expenditures	594,236.20	235,857.57	0.00	437,261.28	237,547.40	1,504,902.45
Ending Fund Balance	4,383,212.28	893,429.85	231,476.77	318,036.32	3,651,539.37	9,477,693.59

B. Budgeted Expenditure	Deferred Maintenance	Local Funds	License Tag Fees	Capital Improvement Fee	PECO Funds	Total
721450 Def. Maint. Roof/Window Replacement	190,307.47					190,307.47
721451 Def. Maint. Door Access/Security	0.00					0.00
721452 Def. Maint. Cameras/Call Boxes	1,020,450.80					1,020,450.80
721453 Def. Maint. Fire Alarms	680,185.00					680,185.00
721454 Def. Maint. Roadways/Parking Lots	721,777.50					721,777.50
721455 Def. Maint. AHU Replacement	717,620.25					717,620.25
721448 STEM 22-23 Final appropriation	1,050,713.33					1,050,713.33
721449 Olustee 22-23 Final appropriation	2,157.93					2,157.93
721225 Olustee Campus Public Safety Project	0.00				0.00	0.00
721140 Building 8 & 9					3,651,539.37	3,651,539.37
709200 Local Funds Capital Outlay		893,429.85				893,429.85
720000 CO & DS			231,476.77			231,476.77
Roadways & walkways						
Life-Safety Corrections						
730050 Capital Improvement Fee				181,982.69		181,982.69
Performance Contract Payments						
730070 Capital Improvement Fee - PSAV				136,052.63		136,052.63
Renovations/Remodeling of Facilities						
Equipment for PSAV programs						
Technology Enhancements						
Total	4,383,212.28	893,429.85	231,476.77	318,036.32	3,651,539.37	9,477,693.59

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. Lindsey Lander, Board Chair

Ms. Renae Allen, Vice Chair

Mr. Robert C. Brannan, III

Mr. David Crawford

Mr. John Medina

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.*

© 2000 Association of Community College Trustees (ACCT). Reprinted with the permission of the Association of Community College Trustees (ACCT). ACCT is a non-profit educational organization of governing boards, representing more than 6,500 elected and appointed trustees who govern over 1,200 community, technical, and junior colleges in the United States, Canada, and England. For more information, visit ACCT's Web site at www.acct.org.

Florida Gateway College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award baccalaureate and associate degrees. Florida Gateway College also may offer credentials such as certificates and diplomas at approved degree levels. Questions about the accreditation of Florida Gateway College may be directed in writing to the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, GA 30033-4097, by calling (404) 679-4500, or by using information available on SACSCOC's website (www.sacscoc.org).

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

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