

Academic Affairs Deans' Meeting
Minutes
February 5, 2019
9:30 a.m. – 11:00 a.m.
Thomas Edison Campus; Building I, Room 228

Present: Dr. Eileen DeLuca (Interim Provost)
Dr. Martin McClinton (Dean, School of Pure and Applied Sciences)
Dr. Debbie Psihountas (Dean, School of Business & Technology)
Dr. Joyce Rollins (Interim Dean, School of Education)
Dr. Deborah Teed (Dean, School of Arts, Humanities & Social Sciences)
Dr. Denis Wright (Special Assistant to the President/Interim Dean, School of Health Professions)

Others: Barbara Miley (Coordinator, Accountability & Effectiveness)

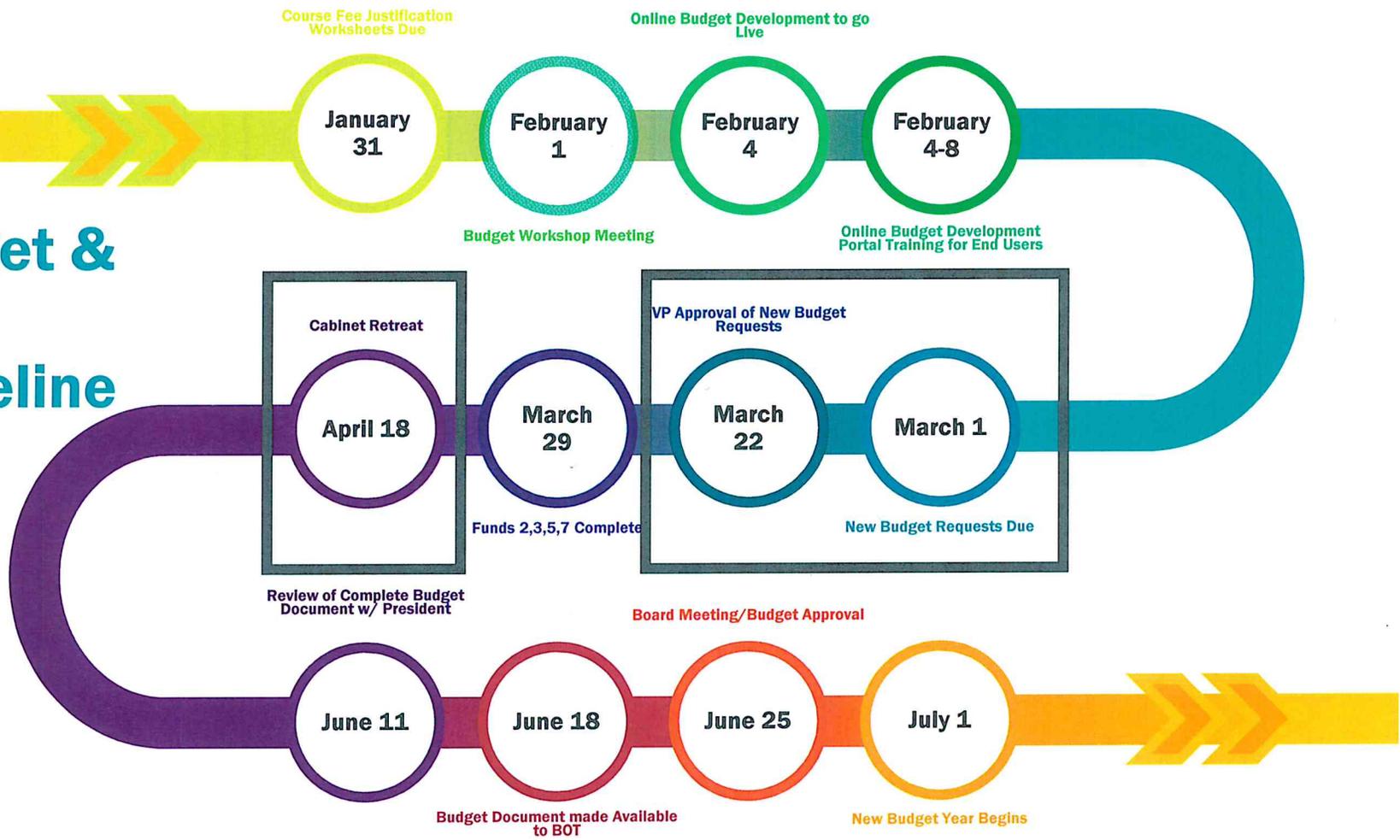
1. Budget Requests
 - a. New budget requests need to be entered by March 1
 - b. VPAA approves requests to be placed on the list for review during the Cabinet Retreat
 - c. The focus for 2017-2018 was primarily on faculty
 - d. Deans need to start developing list of requests
 - i. Include specific details and justify requests
 - ii. Work with HR and Budget for details from those areas as well as position numbers
 - iii. Take a good look at what needs to get through next year
 - iv. Greg Turchetta will be invited to the next meeting to discuss marketing funds
2. Initial Granting of Continuing Contract
 - a. Provost and President agreed on sub-committee's recommendation for initial granting of contract
 - b. Recommendation will be going to BOT meeting in February; faculty will be notified the next day with a letter from the President
 - c. The dates, forms, and policies from the Faculty Evaluation Plan were reviewed.
 - d. Dr. DeLuca stated this is a good time to review and revise the COP especially with the SACSCOC reaffirmation in 2022.
 - e. Dr. McClinton stated it would be good to have the COP available for distribution in April before faculty leave for the summer
3. Dr. Paula Tropello (Dean, School of Health Professions)
 - a. Dr. Tropello officially begins at FSW on February 19
 - b. She will be invited to the next meeting

4. Committee Updates
 - a. Curriculum Committee
 - i. Winding down for the year
 - ii. Deans need to remember to update catalog pages (non-curriculum updates)
 - b. Screening Committee
 - i. New foreign language faculty (Italian and Spanish)
 - ii. Deans need to make sure temporary faculty lines are filled and they should be in the budget request
 - iii.
 - c. One Book-One College
 - i. Book will be used for two years
 - d. Academic Standards and Learning Assessment Committee
 - i. Dr. Wright will be stepping off due to retirement
 - ii. Dr. Tropello will be offered opportunity to participate
 - e. Professional Development
 - i. Budget reductions impacted number of opportunities
 - ii. Dr. De Luca advocated for more funding at the Cabinet meeting
 - f. Adjunct Evaluation Committee
 - i. Process is currently being revised and steady progress is being made
 - g. Academic Technology
 - i. Working on how faculty and students are utilizing online testing
5. Other
 - a. Lee Bennett Hopkins and Janet Wong will be on campus today for a presentation at 2:30
 - i. Deans should encourage faculty and staff to attend
 - b. There is a need to get College events better marketed and on the events calendar
 - i. Dr. DeLuca will work with Greg Turchetta to provide feedback on the needs

The meeting adjourned at 10:30 a.m.

FSW Budget & Operating Plans Timeline

FY 2019-2020



Minor Project & Furniture/Equipment Requests for FY2020

New Fiscal Year Request Process

- ▶ By January 31, the Office of Budget & Financial Planning will prepare a college wide project list for furniture, carpet and paint projects to include the following:
 - Campus
 - Building
 - Room (if applicable)
 - Projected cost
 - Description of Project
- ▶ During the month of **February**, the following will occur:
 - The project list will be sent to the VP's
 - Departments will be able to submit their own requests during budget development
- ▶ During the month of **March**, department budget requests will be reviewed by the appropriate VP for preliminary approval and to be reviewed by the Cabinet during the annual budget retreat. After March 1 the workflow to request minor projects & furniture/equipment will be turned off.
- ▶ All requests will be reviewed and approved/denied (based on budget availability) by the Cabinet at the April budget retreat.

Mid-Year Project Request Process

- ▶ If additional funds are available, on November 1 the workflow to enter minor projects & furniture/equipment requests will be turned on. The workflow will be live for 3 weeks.
- ▶ Submitted requests will be reviewed by VP's by the end of the first week of December.
- ▶ Approved projects will be allowed to move forward after January 1st.

Routing of Requests thru Workflow:

1. Individual Schools –

Request Entered → Dean Approval → Provost Approval → Space Mgmt. Review

2. Academic Affairs –

Request Entered → Provost Approval → Space Mgmt. Review

3. Student Affairs –

Request Entered → Vice Provost Approval → Provost Approval → Space Mgmt. Review

4. Administrative Services –

Request Entered → VP Approval → Space Mgmt. Review

5. IT/Athletics/Foundation/Presidents Office –

Request Entered → Chief of Staff Approval → Space Mgmt. Review

Unit	Type	Title	Funding Source	Amount	Position #	Location	Description
Library	New Initiative	Book Replacement		\$17,000.00		Charlotte	The Charlotte campus library lost 35% of its circulating print collection due to a bedbug infestation in the summer of 2016. Though it would be ideal to replace most of the items in each affected section, titles have been carefully chosen according to collection and curriculum needs, and with limiting the impact to the College budget firmly in mind. Total estimated replacement cost is \$20,000. \$3,000 will come from the Library operating budget.
International Education	Reclass			\$7,371.53	G19568	Lee	Change current staff assistant position to program specialist position. Current salary is \$27,628.47, the pay grade is currently 14. This would move the position to a pay grade of 16 with a minimum salary of \$29,354.58 and a mid point of \$38,160.77. I would like to be able to offer up to \$35,000 for the position to make it attractive to a candidate with a bachelor's degree.
Teaching and Learning Center	Reclass	Director		\$3,282.50	F19587	Lee	Reclassify Melissa Rizzuto's position from <i>Director, Professional Development and Training</i> to <i>Director, Teaching and Learning Center</i> . Current salary is \$65,650. The amount represents a 5% increase. This would move her from a pay grade of 29 to pay grade of 30.
Teaching and Learning Center	Reclass	Assistant Director		\$8,032	F19688	Hendry/Glades	Reclassify Rebecca Yost's position from <i>Coordinator, Faculty Development and Training</i> to <i>Assistant Director, Teaching and Learning Center</i> . Current salary is 44,684.09. This would move her from a pay grade of 22 to a pay grade of 28.
Provost's Office	New Initiative	PR Money For Strategic Initiatives		\$4,000.00		All	Budget to be used for WGPU ads, print publications, and social media advertising for Academic co-curricular events. Also, FSW gifts for guest speakers, bottles of water, and polo shirts for student workers who help lead Academic co-curricular events.
Provost's Office	New Initiative	Operating money for Strategic Initiatives		\$3,500.00		All	Budget to be used for professional development items for office (memberships, conferences), camera and computer software, and other office supplies.
Academic Support Programs	New Initiative	Furniture for ASC		\$14,089.00		Collier	This would be to update and refurbish the Academic Support Center on Collier. The cost is the quote for items plus moving costs. The Director asked Dr. Jones if there was available funding from the campus budget and he said no.
Academic Support Programs	New Initiative	Carpet Installation for Academic Support offices and labs		\$19,429.00		Lee	The recarpet project will include the removal of furniture, installation of carpet, and reinstallation of furniture in Q-216, Q-223, Q-224, and Q-225.
Library	New Initiative	Office Creation in Lee Library		\$39,000.00		Lee	In order to support student study space along with expanding faculty office space in the Lee Campus library, Tim and Bill have worked with JR to come up with a figure that would cover the cost of adding a wall, revising lighting and HVAC as well as revising current glass and adding a new frame and door.

The Teaching Learning Center	New Initiative			\$116,450.00		Lee	Furniture and Technology equipment to repurpose space in A-210 to be a center for faculty Professional Development. Spreadsheet was already forwarded to Provost.
The Teaching Learning Center	Reclass	Operations Specialist		\$24,330.20	G19583	Lee	<ul style="list-style-type: none"> • Current Salary & Fringe: \$19,703.00 (Salary Grade 13, PT) • New Salary & Fringe: \$44,033.20 (Salary Grade 17, FT with benefits) <p>The Teaching and Learning Center is committed to its mission of analyzing, supporting, creating, and implementing professional development opportunities for faculty. Recently, the scope of our center has expanded its focus from primarily professional development programs, services, and evaluation to encompass faculty engagement, recognition, and appreciation. These new initiatives require additional time for planning and coordination from existing staff to ensure the highest level of quality service for our full-time and adjunct faculty. Therefore, we are requesting to convert the current part-time Faculty Development and Training Associate position to a full-time position called Operations Specialist, Teaching and Learning Center.</p>
SoAHSS	New Initiative	Faculty Line for Certificate Program- Audio Technology		\$46,770.06	B1T951-00	Lee	Professor Mike Molloy is currently funded under Perkins money. This funding will disappear in 2018-19. The program cannot run without a full-time faculty member to coordinate the program.
SoAHSS	New Initiative	English Composition & Literature Faculty		\$48,769.42		Collier	Overall FTE and headcount growth, the English Dept. has had great difficulty keeping up with student demand. We have lost adjuncts at Collier & were forced to hire a temp FT instructor for Spring 2018.
SoAHSS	New Initiative	English Composition & Literature Faculty 2 Positions		97,538.84		Lee	Overall FTE and headcount growth, the English Dept. has had great difficulty keeping up with student demand. Without add'l faculty, we cannot staff needed sections. Qualified adjuncts are in short supply. Without a full complement of English faculty, we cannot staff needed sections.
SoAHSS	New Initiative	Economics Faculty		\$48,769.42		Lee	Sections fill almost immediately. We have added extra online sections to meet demand. An additional faculty member would allow us to offer more sections to meet demand for Gen Ed and Business.
SoAHSS	New Initiative	Humanities Faculty		\$48,769.42		Lee	Core Gen Ed., HUM 2020. For the past year we have been operating with almost 100% enrollment and we are still unable to accommodate many students.
SoAHSS	New Initiative	Speech Faculty		\$48,769.42		Lee	There is no local talent pool for Speech. There are not any part-time qualified professors in Lee, Collier or Charlotte counties left to hire. We are employing our adjuncts as fully as possible. Three FT will retire out in 2-3years.

SoAHSS	New Initiative	Foreign Languages International Studies Faculty		\$48,769.42		Lee	In light of the new directions in International Education, we would like to hire for Romance Languages and specifically for Italian. In addition to Italian language classes, we would like to offer additional sections of courses supporting students' interest in international education; Romance and Germanic languages to include Italian; German as a possibility.
SoAHSS	New Initiative	Professor of History (with Preferred POS Credentials)		\$48,769.42		Hendry Glades	In 2018/2019 forward: Clewiston Collegiate will increase history demand by 6 courses / POS by 2 courses; Total projected needs for 2018/2019: 12-14 Courses in History and potentially 4 Courses in American Government for a total: 16-18 courses to be offered in future semesters.
SoAHSS	New Initiative	Professor of Psychology (PSY and DEP)		\$48,769.42		Hendry Glades	In 2018/2019 forward, Clewiston Collegiate will increase Psychology demand by 4 courses; PSY 2012 and DEP 2004 are highly recommended courses for AA.
SoAHSS	New Initiative	Professor of Speech (with Preferred English Credentials)		\$48,769.42		Hendry Glades	SPC 2608 and/or SPC 1017 are required courses for AA that due to limited offerings often disrupt timely completion of the AA for our geographically bound students. There are limited online sections as well.
SoAHSS	New Initiative	Lines for New Skills-Based Programs Technical Theater and Music Technology (dual position)		\$48,769.42		Lee	We plan to offer a technical theater certificate starting Spring 2019. The theater department is in great need of assistance to sustain creating their outstanding productions Our Music Tech program is growing successfully. Even with the addition of a second lab, our seats are full.
SoAHSS	New Initiative	Digital Arts Professor		\$48,769.42		Lee	Long term vision is to offer a four-year degree in "Art and Technology." This degree will prepare students in the fields of emergent technologies in film, digital media and fine arts through the investigation of contemporary media.
SoAHSS	New Initiative	New Line Professor of Music Theory		\$48,769.42		Lee	By hiring a full-time Music Theory professor, our students will benefit from having a fully qualified professor in the field; NASM accreditation will become attainable, resulting in enhanced reputation and brand for the college and mission; recruitment and FTE's will increase; and graduates will be better prepared for transfer to upper division universities and subsequent careers in all areas of music, including traditional pathways, and also in the burgeoning Audio/Technology/Recording Arts and Music Production genres.
SoAHSS	New Initiative	Newspaper Production		\$33,000			Printing 16 issues of an 11 x 17 16-pp 4-color newspaper; creation of an online presence, including domain, hosting, security; design/build of a phone app; distribution of newspaper to all campuses; travel for students for news-gathering at all campuses and key away sports games; subscription to the Associated Press.

SoAHSS	New Initiative	Music Program Instrument Inventory (Foundation funding request)		\$108,700		Lee	<ul style="list-style-type: none"> • Update 40-year old inventory of all brass, string, and percussion instruments: \$70,000. • Replace six 40-year-old pianos @ \$6,450 each or \$38,700. • Total cost: \$ 108,700.
SoAHSS	New Initiative	Additional half-time staff support person for SoAHSS		TBD			Replace staff moved to other campuses over past years; cover office hours in late afternoon; share position with Sciences.
SoAHSS	New Initiative	MAC Lab for Digital Art and Editing Technology (consideration also for Foundation funding or Perkins funding)		66,000.00			Start up digital arts certificate program to lead to B.S. in Digital Arts/Art and Technology Program: Retro-fit L 141 classroom for Internet as needed \$28,000; provide 12-station computer desks for MAC computers; instructor console; purchase 12 MACs for Lab and instructor MAC; Purchase software licensing.
SoAHSS	New Initiative	New Lee Campus Center for the Arts (Foundation Funding Opportunity):		CostTBD; approximately \$15-20 million			Focus on the Arts to include new expanded Recital Hall; Dance Performance space; Digital Arts Facilities (photography); Art Studios; Audio Technology space.
SoAHSS	New Initiative	Upgrade/Promotion for Wendie Thompson		Increase of \$1,870.60		Lee	Based on scope of responsibilities requesting a promotion for Wendie Thompson from Sr. Staff Asst. to Admin. Asst. with a salary upgrade from \$37,411.93 to \$39,282.53.
SoB&T	New Initiative	Front Desk Office Assistant for K207		\$31,990.00			This position is currently being staffed by part-time student assistants. Their funding is limited to available Federal work study funds, and staffing with work study is variable. The front desk position is the face of SoBT and serves as the primary contact for incoming calls and visitors. It also should serve as the check-in facilitator for all student receiving advising.
SoB&T		Adjunct Faculty Funding Increase		TBD based on annual enrollment growth and projections			With SoBT enrollment growing significantly year over year, so will the demand potentially increase in budgeting for adjunct faculty. This request is to increase adjunct salary funding, currently a fixed cost, to a level appropriate to the need. I, and Dr. Psihountas, will need clarification if this process is already accommodated in current budgeting practices or a new budget request.
SoB&T		Faculty		\$50,242.26	B19913		Professor Jim Barrel is leaving effective at the end of this semester and you have granted opening up a search for his replacement
SoHP	New Initiative	CVT RESP CARE BS-CPS Faculty		\$64,000.00			One New Faculty Member: Teaching voids will be created when 2 program leaders retire June 30 2018 and June 30 2019. One new faculty member, shared between the Resp, CVT, and BS-CPS programs is needed to maintain the high quality of the programs outcomes. The new faculty member would need to have the knowledge, skills, and credentials that would enable them to teach or support courses required for the AS CVT, AS RC, and BS CPS degrees.

SoHP	New Initiative	Human Services Faculty		\$64,000.00			One New Faculty Member: This position was approved but put on hold FY18 to meet College budget constraints. The enrollment in the AS and Certificate program has steadily increased and warrants one new full-time faculty to cover the teaching loads.
SoHP	New Initiative	CVT		\$4,200.00			New Budget Initiative: JRC-CVT accreditation (reaffirmation) fees will be \$1,700. Self-study will be submitted by the end of the Fall 2018 and the site visit will occur during semester. Additionally, according to the attached letter, the costs for the actual site visit is estimated to be \$2,500.
SoHP	Mandatory Increase	RESP CARE		\$200.00			Mandatory Program Increase: CoARC will be increasing their annual fee from \$1,900 to \$2,100 for the next calendar year (2019). Fees will be due in the fall of 2018. Attached is the letter stating the increase.
SoHP	New Initiative	Health Info Tech		\$8,390.07			Salary Increase: Salary equity for Deborah Howard F19517 who serves as Program Director on a 10.5 month/208 duty day schedule. This is the last program director position that was significantly lower than others with same academic preparation and same years of service. Others were corrected in previous FY.
SoHP		Dental Hygiene		\$9,313.40			One Time Fee: Educational Methodology development for dental hygiene instructors. Required update for all instructors per CODA/dental hygiene accreditation standards.
Information Technology	New Initiative	EIT Accessibility Specialist		\$43,304		Lee	In light of the 4 college's in the FCS that are under OCR investigations I feel it is almost mandatory for the college to fund this position and create a person in IT that is responsible for accessibility. In all of the OCR cases I have reviewed this position would be instrumental in keeping technology and electronic documents compliant. In some cases this position has been required as part of the settlement. In the past this position was held by Robert Anderson and was paid completely out of EOL fees. This is not a practical use of those fees, however, I believe some funding can come from there and the rest from a shift in operating funds in DLADM.
Institutional Research	New Initiative	Assistant Director of Institutional Research		\$63,000		Lee	This office functions the most efficient as a 4-person unit, and it would be ideal to have another individual with some good IR experience to help with our required reporting and long-term projects.

Registrar	New Initiative	Communication Specialist Position		\$13,000		Lee	The Registrar's office is responsible to communicate with students of different populations including: graduates, 'soon to be' graduates, commencement walkers, enrollment and degree verification requests, Deans list recipients, credit review petitioners, etc. The duty to communicate to these groups rest on various individuals within the office. One main objective of this position is to centralize all communications from the registrar office, promoting a more themed correspondence. Additionally, as registration services evolves this position will serve as a secondary resource to process: auto graduation, enrollment reporting and transcript evaluation.
Registrar	New Initiative	Curriculog Software		\$91,948			Curriculog is a comprehensive software that supports an unlimited number of customizable forms and workflows for curriculum processes, petition processes, committee meeting agendas, impact and bottleneck reports, and program and course assessment mapping. It adapts templates to fit the specific approval mechanisms of each program, department, and committee within the institution. The integration with FSW's current college catalog software would provide a seamless and trackable transition of the college's curriculum actions, and centralize curriculum history.
Nursing	New Initiative	AS Spring 2018 Overload and Adjunct Expense		\$76,089.00			
Nursing	New Initiative	Redesign of the Simulation Lab on the Charlotte Campus		1.5 million dollars		Charlotte	Comparing the modern designs of the simulation labs on Collier and Lee that provide quality simulation training conducive for learning vs Charlotte
Nursing	New Initiative	4 Additional Nursing Faculty Members		\$195,077.68		Lee	Lee are overwhelmed with overload and take almost double sized cohorts than Charlotte and Collier. This unequal distribution of cohort sizes among the three campuses has been fueling morale issues as one college. The increase in Faculty on Lee and increases
Nursing	New Initiative	1 Additional Faculty Member for Fall 2018		\$48,769.42		Charlotte	34% increase in enrollment (one additional ANEW cohort)
Nursing	New Initiative	1 Additional Faculty Member for Spring 2019		\$48,769.42		Charlotte	21% increase in enrollment (one additional ANEW cohort)
Nursing	New Initiative	1 Additional Faculty Member for Fall 2018		\$48,769.42		Collier	25% increase in enrollment (one additional ANEW cohort)
Nursing	New Initiative	1 Additional Faculty Member for Spring 2019		\$48,769.42		Collier	15% increase in enrollment (one additional ANEW cohort)
Academic Affairs	Reclass	Executive Assistant		\$5,500.00		Hendry Glades	In the 2017 restructuring under Dr. Wright, Jeff Gibbs' Administrative Assistant's position was eliminated. Pam Macander was assigned a series of duties to cover this eliminated position without any compensation. However, our enrollment and involvement in increased initiative has greatly changed since this restructuring.

SPAS	New Initiative	Biology Faculty – Collier Campus		\$48,769.42		Collier	Within SPAS, the most obvious area in need of more full time instructors in biology (Table 1): over the last 5 years the College has enrolled 39,926 students in BSC classes with just under half of those enrollments taught by part time faculty. At the same time, we are increasing our online course offerings with support particularly from the Collier faculty. This means that campus is the most impacted and we find that it has been particularly difficult to hire adjuncts for the Collier campus; anecdotally of the applicants for biology adjunct positions in the past year at the College less than 10% were looking for employment on the Collier campus.
SPAS	New Initiative	Math Faculty – Collier Campus		\$48,769.42		Collier	While not at the highest percentage of part-time faculty, the combination of MAT, MAC and STA classes exceeds 63,000 students enrolled over the last 5 years compared to 47,723 ENC students (Table 2). The high percentage of classes taught by full-time faculty is a reflection of the nationwide numbers of students who graduate with mathematics degrees. The 2015-16 Level 1 Data Report from the State of Florida shows 631 ‘native’ and 9 FSW students graduated with mathematics degrees compared to 7163 native and 182 FSW Life Sciences students (other State College enrollments not shown, Table 3); it is not always easy to find part time math instructors. Further, Collier math enrollments have been steadily increasing over the last five years (from 2576 to 2839 students) with a rather dramatic increase in Spring 2018 (2017, 1170 students; 2018, 1320) as shown in Table 4. The trend in Lee is similar (with the exception of a dip in enrollment in 2017) with a strong increase between Spring 2017 and Spring 2018 (Table 5). The addition of a math faculty at Collier would allow the relocation of the split Collier/Lee position to Lee and provide the ability to offer more of the entry level classes with full time instructors on both campus
SPAS		Administrative Assistant - SPAS		\$30,910.00		Lee	Bruna Ugolotti resigned in February 2018, one of the two support staff in the School. Her salary was \$30,910. The School has 61 full-time faculty and, in Spring 2018, 97 adjunct faculty; we offered 600 different sections serving 15,000 students (duplicated headcount). The assistants on the Lee campus support the scheduling and purchases for all campus along with the School’s varies accounts. They also support all the faculty, though mainly those on Lee, as well as all student issues that arise

SPAS	New Initiative	Math Faculty – Hendry Glades Campus		\$48,769.42		Hendry Glades	To cover Clewiston and La Belle fully for the Full, she can only do that by giving either (1) Sandra and Bob (FT faculty) 22 credit, to which I said that this was not possible, (2) hire another adjunct – possible, but we have been looking for some time with no luck – or (3) hire another FT math instructor for HG – the issue here would be a full time load for the Spring would be difficulty, though I would have online and classes on other campus
SPAS	New Initiative	Lee Campus A&P II Equipment (not funded though the FEE grant process)		\$9,000		Lee	Spirometer equipment for enhanced student learning of A&P II topics (proposed by Amanda Subic)
SPAS	New Initiative	Lee Campus A&P II Equipment (not funded though the FEE grant process)		\$4,200		Lee	Equipment such as blood flow monitors, EKG equipment and heart sound microphones to enhance student learning of the cardiopulmonary system (proposed by Professor Michie)
SPAS	New Initiative	Lee Campus Biology Equipment (not funded though the FEE grant process)		\$22,000		Lee	Molecular biology science lab equipment to enhance students learning (proposed by Professor Gaidos). Edvotec Cat # 5067
SPAS	New Initiative	Lee Campus Analytical Chemistry Equipment		\$31,800		Lee	Lee general chemistry lab's UV/Vis spectrometer are at the almost at the end of their useful lifespan and need to be replaced. (6 UV/Vis spectrometers at \$5,300.00 each)
SPAS	New Initiative	Charlotte Campus Analytical Chemistry Equipment		\$15,000		Charlotte	While Lee and Collier campuses have modern analytical equipment, Charlotte campus has significantly less. Professor Page, since moving to the Charlotte campus, has been increasing the use of the technology in the chemistry classroom (funded primarily through the foundation grant). The addition of GC's at the campus would enhance the student experience. (6 Vernier Mini GC Plus with Lab Quest and syringe at \$2500 each)
SPAS	New Initiative	Hendry Glades A&P Models		\$41,227.00		Hendry Glades	Compared to all sites, the Hendry Glades center has minimal A&P models for the students to work on. (See Table 6). This list may also be sent from the HGC
SPAS	New Initiative	Charlotte Campus A&P Models		\$52,002		Charlotte	Compared to the other campus, the availability of models in good working order on both the Charlotte is less than ideal. More models and replacement models are needed to bring the lab up to the same standard (See Table 7).
SPAS	New Initiative	Collier Campus A&P Models		\$11,361		Charlotte	The increase in students taking A&P classes since the College removed the Biology 1 prerequisite means that we need a second lab. While some equipment from the existing lab can be used, we need some additional models (See Table 8).
SPAS	New Initiative	Lee campus A&P Models		\$12,062		Lee	Lee needs more models so that all the A&P labs can have full sets that so that each room can be used for both A&P 1 and A&P 2 (See Table 9).
SPAS	New Initiative	Facilities		\$20,000		Lee	Covert U112B and adjacent area into Adjunct Printing and Mail room (Figure 1)

SPAS	New Initiative	Facilities		\$5,000		Lee	Seating for students in first floor of hallway of H building
SPAS	New Initiative	Facilities		\$15,000		Lee	Seating for students in second floor of hallway of H building
SPAS	New Initiative	Facilities		\$15,000		Lee	Seating for students in first floor of hallway of H building
SoEd	New Initiative	Facilities		\$4,605.39		Lee	Additional shelving is needed in our curriculum library in building U on the Lee campus. This request was generated at the urging of faculty and will allow us to accommodate our growing collection of books, and reconfigure the space to fit two large work tables for student projects.