



**SFSC
District Board of Trustees
Regular Meeting
June 24, 2015**

**Highlands Campus
6:00 p.m.**

**Tim Backer
Derren Bryan
Tami Cullens
Louis Kirschner
Ken Lambert, Chair
Lana C. Puckorius
Kris Y. Rider, Vice Chair
Joe Wright
Thomas C. Leitzel, President/Secretary**

1.0 *Call to Order and Preliminary Matters*



OFFICE OF THE PRESIDENT

Item 1.1

PRESENT TO BOARD: JUNE 24, 2015

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: ADOPTION OF AGENDA

It is recommended that the agenda of the regular meeting of June 24, 2015 be adopted.

SUGGESTED MOTION:

Move to adopt the agenda of the regular meeting of June 24, 2015 as presented.

**AGENDA
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
HIGHLANDS CAMPUS
JUNE 24, 2015
6:00 P.M.**

- 1.0 Call to Order and Preliminary Matters
 - 1.1 Adoption of Agenda
 - 1.2 Approval of Minutes
 - 1.2.1 Regular Meeting – May 27, 2015
 - 1.3 Review of Agenda Master Calendar
- 2.0 Communications, Introductions, and Recognition
 - 2.1 New Employee Introductions
 - 2.2 Employee Retirement Acknowledgements
- 3.0 Public Comment
- 4.0 Presentation
- 5.0 Consent Agenda Action Items
 - 5.1 Personnel Actions
 - 5.2 Agreements and Contracts
 - 5.2.1 Training Agreement – CareerSource Heartland
 - 5.2.2 Lease Agreement – Tri-County Human Services, Inc.
 - 5.2.3 Service Agreement – University of South Florida
 - 5.3 Grant Applications
 - 5.3.1 Florida's Integrated Career and Academic Preparation System (FICAPS) - \$25,000
 - 5.4 Operating Actions
 - 5.4.1 Monthly Accounts Payable & Payroll Check Register
- 6.0 Planning and Policy Issues
 - None
- 7.0 Academic and Student Matters
 - 7.1 Curriculum Proposals
 - 7.2 Fee Proposals
- 8.0 Other Action Items
 - 8.1 SFSC 2015-2016 Budget Proposal
- 9.0 Reports
 - 9.1 Resource Development Report
 - 9.2 Financial Report
 - 9.3 President's Report
 - 9.4 Board Attorney Report
 - 9.5 Board Member Reports
 - 9.6 Board Chair Report
- 10.0 Adjournment



OFFICE OF THE PRESIDENT

Item 1.2.1

PRESENT TO BOARD: JUNE 24, 2015

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: MINUTES – REGULAR MEETING – MAY 27, 2015

It is recommended that the minutes of the regular meeting held May 27, 2015 as presented and recorded in the Supplemental Minute Book, be approved.

SUGGESTED MOTION:

Move to approve the minutes of the May 27, 2015 regular meeting as presented.

**MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
MAY 27, 2015**

Members Present: Mr. Tim Backer
Mr. Derren Bryan
Mrs. Tami Cullens
Dr. Louis H. Kirschner
Mr. Ken Lambert, Chair
Mrs. Kris Y. Rider, Vice Chair
Mr. Joe Wright
Dr. Thomas C. Leitzel, President/Secretary
Mrs. Pamela T. Karlson, College Attorney

Excused: Mrs. Lana C. Puckorius

Staff Present:	Mr. Don Appelquist	Mr. Kevin Brown	Mrs. Tammy Bush
	Ms. Cindy Garren	Mrs. Susie Hale	Mrs. Anita Kovacs
	Mrs. Deborah Latter	Mr. Glenn Little	Dr. Lindsay Lynch
	Dr. Mike McLeod	Dr. Leana Revell	Mrs. Becky Sroda
	Dr. Chris van der Kaay	Mrs. June Weyrauch	Dr. Tim Wise
	Dr. Deborah Fuschetti	Mr. Steve Ashworth	Mr. Richard Shepard

Others Present: Mrs. Barbara Kirschner

CALL TO ORDER

At 6:01 p.m., the regular meeting of the District Board of Trustees was called to order at the Highlands Campus by Board Chair, Mr. Ken Lambert.

1.0 PRELIMINARY MATTERS

1.1 Adoption of Agenda

Mr. Backer made a motion, seconded by Mr. Wright, to adopt an amended agenda of the regular meeting held May 27, 2015 to include the following: a revision of Agenda Item #5.1 and the addition of Agenda Item 5.3.2.

Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

1.2 Approval of Minutes

1.2.1 Regular Meeting Minutes

Mrs. Rider made a motion, seconded by Mrs. Cullens, to approve the minutes of the regular meeting held April 22, 2015. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

1.3 Review of Agenda Master Calendar

The Agenda Master Calendar was reviewed with no changes.

2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITION

2.1 New Employee Introductions

Employee	Position	Supervisor	Hired
Richard Shepard	Interim Instructor, EMS	Steve Ashworth	04/15/15
David Sostre	Grounds Maintenance	Steven Noel	04/13/15

David Sostre was not able to attend.

2.2 Employee Retirement Acknowledgement

Mr. Bryan made a motion, seconded by Mr. Wright, to recognize the retirement of Ms. Dean Jordan for her 41 years of service to the college. Ms. Jordan was not in attendance. Those voting in favor of the motion were Mr. Backer, Mr. Byran, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

3.0 PUBLIC COMMENT

None

4.0 PRESENTATION

4.1 Fall Enrollment Campaign Review

Dr. Leitzel introduced Mr. Steve Crawford from World Design Marketing (WDM) who attended via WebEx. Mr. Crawford gave a preview of the college's fall enrollment marketing campaign.

5.0 CONSENT AGENDA ACTION ITEMS

5.1 Personnel Actions

Approved a list of appointments, administrative staff, full-time professional staff, career service staff, and full-time faculty; resignations; and adjunct faculty, 2014-15, academic year as needed. **(EXHIBIT "A")**

5.2 Agreement and Contracts

5.2.1 Approved the renewal of lease agreements with the SFSC Foundation, Inc. for use of the Hotel Jacaranda for classroom space and lab space and the SFSC Teacherage for classroom space for the 2015-16 fiscal year. **(EXHIBIT "B")**

5.2.2 Approved contracting for continued legal services with Karlson Law Group, P.A. and Allen, Norton & Blue, P.A. for the 2015-16 fiscal year under the terms and rates as presented. **(EXHIBIT "C")**

5.2.3 Approved entry into new dual enrollment agreements with DeSoto County School District, Hardee County School District, Highlands County School District, Highlands University Preparatory School, Polk County School District, and Walker Memorial Academy as presented. **(EXHIBIT "D")**

5.2.4 Approved the renewal of a training agreement with CareerSource Heartland as presented. **(EXHIBIT "E")**

5.2.5 Approved the renewal of a training agreement with CareerSource Polk as presented. **(EXHIBIT "F")**

- 5.2.6 Approved the renewal of a training agreement with CareerSource Southwest as presented. **(EXHIBIT "G")**

5.3 Grant Applications

5.3.1 Advanced Tools and Techniques for Rapid Detection, Tracking and Mapping of Asian Citrus Psyllids over Large Areas

USDA Specialty Crop Research Initiative (SCRI) Citrus \$4,000,000 (est)

5.3.2 Citrus Productions Systems: Using Advanced Technologies for Rapid Assessment of Disease Progression Rate and Effectiveness of Various Treatments in Controlling Citrus Greening

USDA Specialty Crop Research Initiative (SCRI) Citrus \$4,000,000 (est)

5.3.3 Developing Cost-Effective and Feasible Sampling of Asian Citrus Psyllid in Citrus

California Citrus Research Board \$200,000 (\$100,000 a year for 2 years)

5.4 Operational Actions

5.4.1 Monthly Accounts Payable/Payroll Check Register

Approved the monthly accounts payable/monthly payroll check register and summary through April 2015. **(EXHIBIT "H")**

5.4.2 Property Deletion and Disposals

Authorized deletion of the items in the amount of \$61,618.09 as presented. **(EXHIBIT "I")**

5.4.3 Uncollectible Debt

Approved the write-off of uncollectible debt in the amount of \$31,157.03 as presented. **(EXHIBIT "J")**

Mr. Wright made a motion, seconded by Mr. Backer, to approve the Consent Agenda, Items 5.1 through 5.4.3 as presented. Dr. Bryan stated that he is a member of the CareerSource Heartland Board. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

6.0 PLANNING AND POLICY ISSUES

None

7.0 ACADEMIC AND STUDENT MATTERS

7.1 Curriculum Proposals

Dr. Revell introduced the curriculum proposals. **(EXHIBIT "K")**

Mrs. Cullens made a motion, seconded by Mr. Backer, to approve the curriculum proposals as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

7.2 Fee Proposals

Dr. Revell introduced the fee proposals. **(EXHIBIT "L")**

Mrs. Rider made a motion, seconded by Mr. Wright, to approve the fee proposals as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

8.0 PURCHASING AND OTHER ACTION ITEMS

8.1 Annual Facilities Inspection Summary Report

Vice President Little presented a request to accept the SFSC Fire, Sanitation, and Casualty Inspection reports for the 2014-2015 year as presented. **(EXHIBIT "M")**

Mr. Bryan made a motion, seconded by Mr. Backer, to accept the Fire, Sanitation, and Casualty Inspection reports for the 2014-2015 year as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

8.2 Capital Improvement Program (CIP)

Vice President Little presented a request to approve the Capital Improvement Program plans for 2016-17 through 2020-21 and submission to the Division of Florida Colleges as presented. **(EXHIBIT "N")**

Mrs. Cullens made a motion, seconded by Mr. Backer, to approve the Capital Improvement Program plans for the 2016-17 through 2020-21 and submission to the Division of Florida Colleges as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

8.3 Recertification of Direct Support Organization

Mr. Appelquist presented a request to accept Foundation's 2014 Independent Audit and IRS Form 990 and to reauthorize the SFSC Foundation, Inc. to work on behalf of the college as a direct support organization for the 2015-2016 fiscal year. **(EXHIBIT "O")**

Mrs. Cullens made a motion, seconded by Mrs. Rider, to accept the Foundation's 2014 Independent Audit and IRS Form 990 and the reauthorize the SFSC Foundation, Inc. to work on behalf of the college as a direct support organization for the 2015-16 fiscal year. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

9.0 REPORTS

9.1 Resource Development

Mr. Appelquist reported on a funded grant and donations and pledges.

I. Funded Grants

A. Literacy in the Heartland
Dollar General Literacy Foundation \$10,000

II. Donations and Pledges

The South Florida State College Foundation, Inc. received donations and pledges in the amount of **\$257,680.24** from April 8, 2015 through May 12, 2015.

9.3 Financial Report

Mrs. Kovacs reported on the financial graphs and a summary of revenue and expenditures through the month of March 2015 as information items. **(EXHIBIT "P")**

9.4 President's Report

Dr. Leitzel reported on the following college activities:

1. Showed several PowerPoint slides of college celebrations that occurred over the last 4 weeks including Student Awards, Athletic Awards, TRiO Awards, Dental Hygiene Pinning, and an EMT Celebration.
2. The SFSC Foundation Gala had a net income of \$33,000 and is eligible to be matched.
3. Stated that Dr. Revell had been honored at the Athletic Awards event and the most recent Nursing pinning event.
4. Spring Commencement was live-streamed on the college's website and received over 1,000 hits. He thanked Dr. Wise and the IT department for their assistance.
5. A survey conducted and analyzed by Ohio State University's Center for Higher Education Enterprise (CHEE) named SFSC one of the most promising places to work in community colleges in 2015 reported by the National Institute for Staff and Organizational Development (NISOD). This is NISOD's first national study regarding diverse issues in higher education. SFSC earned a grade of A for its general diversity policies and human resources practices. The college joined 15 other colleges receiving top marks for the extent to which diversity and inclusiveness imbue their administration, work environments, and hiring practices. Only one other college of the 28-member Florida College System, Tallahassee Community College, scored high enough to gain a spot on the list.
6. Reviewed FTE (fundable) for the 2007-2015 reporting years showing an income of 2.4% in 2014-15.
7. The college's Testing Center received certification through the National College Testing Association.
8. The fire tower is near completion.
9. Stated that the college's Criminal Justice Program received a perfect audit from FDLE which is good for two years. Also, the facilities were recertified by FDLE for five years.
10. The Florida Legislature will hold a Special Session June 1-20 to pass a budget. Last year, SFSC received \$88,000 more than the previous year.
11. Reviewed State economic news.
12. Vice President Little gave a budget development update.
13. Ms. Garren presented the 2015-16 Artist Series lineup and distributed information.
14. Announced a Capital Campaign project in the works. Working with college attorney, Mrs. Karlson.
15. Announced new FCS Chancellor, Madeline Pumariega.

9.5 Board Attorney's Report

Mrs. Karlson stated no report.

9.6 Board Members' Reports

Mr. Backer asked Dean Wise to share a touching story regarding a remembrance event that took place during a recent game honoring a softball player that passed away last year.

Dr. Kirschner stated no report.

Mr. Wright stated that he enjoyed the 50th Anniversary SFSC Retiree and Former Trustee reception and luncheon held May 20 & 21.

Mrs. Cullens stated no report.

Mr. Bryan stated no report.

Mrs. Rider stated no report.

9.7 Board Chair Report

Mr. Lambert thanked the members of the college's screening committees for their assistance in filling the positions of Vice President of Academic Affairs and Student Services and Executive Director, Institutional Advancement. He recommended that Trustees attending the 2015 ACCT Leadership Congress pay for their hotel room the first night should they attend the 2015 Fall Symposium prior to the conference. Mrs. Bush will email information to them tomorrow morning. Mr. Lambert reminded the Trustees of Mr. Appelquist's retirement reception on May 28 and Dr. Revell's retirement dinner on June 17.

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 8:13 p.m.



OFFICE OF THE PRESIDENT

Item 1.3

PRESENT TO BOARD: JUNE 24, 2015

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL

A handwritten signature in blue ink, appearing to read "Tom", is written over the name "THOMAS C. LEITZEL".

SUBJECT: REVIEW OF AGENDA MASTER CALENDAR

Information Item:

The Annual Board of Trustees Calendar identifies the activities, meetings, and issues directly affecting the Board throughout the year. Please review the attached calendar and identify any additional items that should be listed, or any changes that might be necessary.

District Board of Trustees Agenda Master Calendar

JUNE 2015	JULY 2015	AUGUST 2015
<p>17 Retirement Dinner, Leana Revell, 6:30 PM, Hotel Jacaranda</p> <p>19 Assoc. Degree in Nursing Pinning, 6:00 PM SFSC Theatre</p> <p>24 Budget Workshop, 4 PM followed by Board Meeting, 6PM Highlands Campus</p> <p>26 **That '60s Show, 7:30 PM Theatre for the Performing Arts</p>	<p>16 Radiography Pinning, 6PM University Center</p> <p>22 Dental Pinning, 5PM University Center</p> <p>22 Board Meeting, 6 PM Highlands Campus</p> <p>28 Paramedic Graduation 6:30 PM, University Center</p> <p>30 Practical Nursing Pinning 6 PM, Theatre for the Performing Arts</p>	<p>17 Convocation</p> <p>26 *Board Meeting, 6 PM Highlands Campus</p>
SEPTEMBER 2015	OCTOBER 2015	NOVEMBER 2015
<p>19 **Hardee Campus Mud Run, 9:00 AM</p> <p>30 *Board Meeting, 6 PM Highlands Campus</p>	<p>14-17 ACCT Leadership Congress San Diego, CA</p> <p>15 **Coming Home: MOFAC An exhibition of artwork by SFSC alumni</p> <p>28 *Board Meeting, 6 PM Highlands Campus</p>	<p>7 **Lake Placid Center Sock Hop, 7-10 PM</p> <p>11-13 66th AFC Annual Meeting and Conference, Orlando</p>
DECEMBER 2015	JANUARY 2016	FEBRUARY 2016
<p>9 *Planning Workshop, 4 PM Followed by Board Meeting, 6 PM Highlands Campus</p> <p>17 Fall Commencement</p>	<p>27 *Board Meeting, 6 PM Highlands Campus</p>	<p>24 *Board Meeting, 6 PM Highlands Campus</p>
MARCH 2016	APRIL 2016	MAY 2016
<p>23 *Board Meeting, 6 PM Highlands Campus</p>	<p>27 *Board Meeting, 6 PM Highlands Campus</p>	<p>25 *Budget Workshop, 4 PM followed by Board Meeting 6 PM Highlands Campus</p>

*Tentative

**** SFSC 50th Anniversary Events**

2.0 Communications, Introductions, and Recognitions



OFFICE OF THE PRESIDENT

Item 2.1

PRESENT TO BOARD: JUNE 24, 2015

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: NEW EMPLOYEE INTRODUCTIONS

Employee	Position	Supervisor	Hired
Jerry Donna	Director, Financial Aid	Tim Wise	06/22/15
Amanda Dorsey	Administrative Assistant II, Academic Support	John Rousch	06/08/15
David Sostre	Grounds Maintenance	Steven Noel	04/13/15



OFFICE OF THE PRESIDENT

Item 2.2

PRESENT TO BOARD: JUNE 24, 2015

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: EMPLOYEE RETIREMENT ACKNOWLEDGEMENTS

It is recommended that the following employees be recognized for their many years of service to South Florida State College.

Name	Title	Years of Service
Donald Appelquist	Dean, Resource Development/Executive Director, SFSC Foundation	44 years
Cliff Hangle	Director, Network Systems	18 years
Susie Johnson	Financial Aid Director	13 years
Dr. Ivan (Dale) McDaniel	Professor of English and Humanities	12 years
Dr. Leana Revell	Vice President of Educational and Student Services	11 years
Susan Volpitta	Property Specialist	26 years

SUGGESTED MOTION:

Move to recognize the retirement of the employees listed above of their many years of service to South Florida State College.

3.0 *Public Comment*

4.0 *Presentations*

5.0 Consent Agenda Action Items



OFFICE OF THE PRESIDENT

Item 5.0

PRESENT TO BOARD: JUNE 24, 2015

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: CONSENT AGENDA ACTION ITEMS

The following Consent Agenda is provided for your review. Any consent agenda item may be discussed or removed from the consent agenda at the request of any Board member. The actual agenda items with background information are provided in the related section of the Board Agenda. The following sections of the agenda are included in the Consent Agenda: Personnel Actions, Contracts/Agreements, Grant Applications and Operating Actions. Your consideration of the recommended action is appreciated.

SUGGESTED MOTION:

Move to approve the agenda items listed in the consent agenda.

	CONSENT AGENDA ACTION ITEMS	Page
5.1	Personnel Actions	22
5.2	Agreement and Contracts	
	5.2.1 Training Agreement – CareerSource Heartland	30
	5.2.2 Lease Agreement – Tri-County Human Services, Inc.	31
	5.2.3 Service Agreement – University of South Florida	32
5.3	Grant Applications	-
	5.3.1 Florida’s Integrated Career and Academic Preparation System (FICAPS) \$25,000	33
5.4	Operating Actions	
	5.4.1 Monthly Accounts Payable & Payroll Check Register	34



OFFICE OF THE PRESIDENT

Item 5.1

PRESENT TO BOARD: JUNE 24, 2015

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: PERSONNEL ACTIONS

It is recommended that the personnel items, as specified below, be approved:

I. APPOINTMENTS, CAREER SERVICES STAFF:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Huften, Tara*	Administrative Assistant II, Xcel-IT	06/08/15

*Transferred from Administrative Assistant II, Bioenergy

II. RESIGNATIONS:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Farmer, Amanda	Testing Specialist	05/29/15
Dean, Latisha	Administrative Assistant II, Xcel-IT	06/05/15

III. ADJUNCT FACULTY, 2014-15, ACADEMIC YEAR AS NEEDED:

<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Barber, Janet	Accounting	II
Hargrave, Ervin	ABE/GED/ESOL	III

IV. ADJUNCT FACULTY, 2015-16, ACADEMIC YEAR AS NEEDED:

<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Adams, Nancy	Watercolor Painting	III
Adler, John	EMS Programs	IIIB
Aguilar, Alexander	ABE/GED/ESOL	III
Anderson, Christopher	Mining Safety	IV
Anderson, Millie	Creative Writing	II
Arpasi, Whitney	Decorative Flowers	III
Backo, Autumn	English	II
Baguia, Maria	Nursing: ADN, PN	I
Bailes, Timothy	Criminal Justice	IV
Ball, Brandon A.	Criminal Justice/EMS Programs	II

IV. ADJUNCT FACULTY, 2015-16, ACADEMIC YEAR AS NEEDED (con't.):

<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Banks, Charles	Air Conditioning Technology	IIIB
Baque, Roseangely	FCCPC Observer/Intro to Childcare	IIIB
Barber, Cynthia	Fusible Applique' on Quilts	IV
Barber, Janet	Accounting	II
Barkley, Patricia	Criminal Justice	I
Barrett, Cynthia	College Reach Out/Youth Programs	III
Bates, Christopher	Criminal Justice	IV
Bates, Donna	Aerobics/Pilates	N/A
Beck, Sharon	English/Pre ACT Language Arts/Religion	II
Bell, Jefferson	Commercial Vehicle Driving	III
Biddle, Lance	Criminal Justice	IV
Black, John	Digital Photography	IV
Bloom, Kay	Business Education	II
Bowden, William	Criminal Justice	IV
Bower, Ronald	Digital Photography	IV
Branch, Allen	Anatomy & Physiology/Nursing	II
Brooks, Joseph	Criminal Justice	IV
Brown, Martha	Nutrition	II
Brown, Melodie	ABE/GED/ESOL	II
Brown-Ulm, Autumm	ESOL/ABE/GED	III
Bubb, Gregory	Criminal Justice	III
Bueford, Sean	Criminal Justice	IV
Burke, M. Daniel	Criminal Justice	IV
Burnett, Brenda	Phlebotomy	IV
Bynes, Betty	Youth Programs	III
Bynes, Melvin	Developmental Mathematics	II
Cameron, Raymond	Religion	II
Campbell, Carolyn	Mathematics	IIA
Campbell, Christopher	EMS Programs	IIIB
Cantu, Yolanda	ABE/GED/ESOL	III
Carr, Roger	Religion	II
Carter, Michael	English	II
Carter, Ronnie T.	Real Estate	III
Case, Roberta	Criminal Justice	IV
Caton, Patricia	Mathematics	II
Chancey, Tonya	Nursing: ADN, PN, Nurse Assistant	IIA
Chess Jr., John	Criminal Justice	IIIB
Choate, Michael	EMS Programs	III
Clanton, Deborah H.	Child Development & Education	II
Clark, Teryl	ABE/GED/ESOL	II
Clayton II, Robert	EMS Programs	IV
Cohen, Jeremy	EMS Programs	IIIB
Collar, Allysun	ABE/GED/ESOL	III
Cornelius, Beverly	Education	II
Cornelius, Jeff	Business/Mgmt & Supervision/Marketing	II

IV. ADJUNCT FACULTY, 2015-16, ACADEMIC YEAR AS NEEDED (con't.):

<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Crawford, Van I.	Electrical Distribution Technology	IIIB
Crawford, Vincent	Criminal Justice/ABE/GED/ESOL	III
Cristiansen, Maritza	Zumba	IV
Cunningham, Chandra	Criminal Justice	IV
Cwalinski, Deborah	Ballroom Dance	IV
Dabiesingh, Tara	College Algebra (Dual Enrollment)	II
Dale, Nancy	English/Oral Communications/Yoga	I
Day, Danielle	English/Humanities	IIA
Decent, Mary Ann	ABE/GED/ESOL	II
Dellepere, Julianne	Early Childhood Education	III
Diaz, Lauro	ABE/GED/ESOL	III
Dolan, Sean	Youth Programs	II
Douglass, Christine	Nursing (Clinicals only)	III
Dowd, Norine	Dental Education	III
Durkin, MaryLynn	Medical Assisting	IV
Dutton, Carol	Business/Accounting	IA
Earley, Scott R.	ABE/GED/ESOL	III
Eason, John	Criminal Justice/CPR	IV
Eiland, Johnny	Auto Collision Repair and Refinishing	IV
Emanoilidis, George	General Psychology/Human Development	I
Engelhardt, Patricia	Psychology	IIA
Eriksen, Maria del Pilar	Conversational Spanish	IV
Evans, Ted	ABE/GED	II
Factor, Lawrence	CPR	IV
Fanfan, Bernard	ABE/GED/ESOL	III
Fansler, James	Criminal Justice	IV
Fellman, Robert	Mathematics	II
Ferrante, Joshua J.	EMS Programs	IIIB
Fishel, Robert	Tag Artists	IV
Flores-Rodriguez, Leticia	ABE/GED/ESOL	III
Ford, Clell J.	Ecology/Environmental Science	II
Fort, Thomas	Criminal Justice	IV
Foster, Teresa L.	Education	II
Frakes, Gary	Radiography	IV
Franks, Amy	ABE/GED/ESOL	II
Franze, Denise	Early Childhood Education	III
Fredlake, Katherine	ABE/GED/ESOL	III
Freie, John	Political Science	I
Garcia, Gilbert	Electrical Apprenticeship	III
Garver, Alice	Master Student (Dual Enrollment)	II
Gibson, Daniel L.	Criminal Justice	IV
Giguere, Brian	Criminal Justice	IV
Gill, Esther	Humanities Survey/History/Conv Spanish	II
Gilliard, Thomas	Criminal Justice	IV
Gonzalez, Manuel	Criminal Justice	II

IV. ADJUNCT FACULTY, 2015-16, ACADEMIC YEAR AS NEEDED (con't):

<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Goodman, Marilyn	Nursing: ADN, PN, Nurse Assistant	II
Gornto, Patricia	Summer Bridge Program	III
Gray, Yolanda	ABE/GED/ESOL	III
Grinis, Beverly	Microcomputers	IIA
Groves, Jennifer	ABE/GED/ESOL	II
Grunden, Karin	Tai Chi	III
Gunter, Christopher	Criminal Justice	III
Haines, Patrick A.	Developmental Matj/Basic Electricity	II
Hall, Sara M.	Child Development & Education	II
Hancock, Jane	Estate Planning	I
Hanks, Eric	EMS Programs	IIIB
Haralson Jr., Thomas	Business	II
Haralson, Thomas	Criminal Justice	IV
Hargrave, Ervin	ABE/GED/ESOL	III
Harrison, Timothy	EMS Programs	IIIB
Hay, Jonathan	Economics	II
Hayles-Simmonds, Diana	Early Childhood Education	I
Heim, Betty	Art	III
Henderson, William	ABE/GED/ESOL	III
Hernandez, David	Criminal Justice	IV
Hinkle, Kelly	EMS Programs	IV
Hintz, Bobbi Jo	Nursing (Clinicals only)	III
Hipps, Christie	Youth Programs	II
Hogan, Brett	EMS Programs	IIIB
Hoglund, Karl	Criminal Justice	II
Hollenberg, Patricia	Early Childhood Education	II
Holt, Joseph	Auto Collision Repair and Refinishing	IV
Hood, Sally	Accounting	II
Houseknecht, James	Mathematics	II
Hubbell, Carol	ABE/GED/ESOL	II
Huff, Jennifer	EMS Programs	IIIB
Hulbert, Mary	Pre SAT/Bridge-Study Skills	III
Jahna, Penelope	Mathematics (DE)	II
Jeans, Frederic	ESOL	II
Johansen, Paul	Political Science	II
Johns, Sheila C.	Math for Health Occupations	IIIB
Johnson, Shirley	Criminal Justice	IV
Jones, Lois	College Reach Out/Youth Programs	II
Jorgensen II, Kenneth J.	Criminal Justice	IV
Kelly, Edward	Automotive Service Technology	IV
Kirk, Jonathan	Network Support	IV
Klepser, Phyllis	ABE/GED/ESOL	II
Kogelschatz, Richard	Education	II
Krauklis, Shellie	EMS Programs (CWE courses)	IV
LaBelle, Randall	Criminal Justice	II

IV. ADJUNCT FACULTY, 2015-16, ACADEMIC YEAR AS NEEDED (con't):

<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
LaFlam, Dale	Criminal Justice	IIIB
Lang, Anne M.	Child Development & Education	III
Languaine, Selwyn	Botany/Agriculture/Nursery Operations	II
Latham, Lyn H.	Computer Science/Secretarial/Business Ed	II
Lauren, Brittany	Adult Ed./Parent-Child-Divorce	III
Lawrence, Ouida	Hand Quilting	IV
Lenihan, Elizabeth	Business Law	I
Lethbridge, Theresa	Nursing: ADN, PN	III
Lethbridge, Timothy	Criminal Justice	II
Lewis, Mary Ann	Education	I
Lipinski, Pawel	Master Student/Career Planning	II
Lopez, Larid	ESOL	II
Love, Amy	History	II
Lumpkin, Velma D.	Child Development & Education	III
Lynch, Brian	EMS Programs	III
MacNeill, Mark	Nursing	I
Maddox, Kathryn	ABE/GED/ESOL/Developmental English	III
Mahler, Carol	English & Literature/Humanities	II
Marble, Joseph	Criminal Justice/CPR/First Aid	IV
Markel, Tanna	Drafting & Design	IIIB
Marquez-Lopez, Diorelly	Nursing - Clinicals	III
Martin, Grace	Developmental Reading	II
Mattison, Jennifer	Business Workshops/Marketing	II
Mattson, Gordon "Hank"	Lifetime Learners: Theatre, Cowboys	N/A
McCarthy, Betty	Art	IV
McCoy, Michael	Education	I
McGrath, Sheryl	Dental Hygiene	III
McManus, Jennifer	EMS Programs	IIIB
McManus, Nathan	EMS Programs	IIIB
McWaters, Jodi	Dental Assisting	IV
Mejia, Maria L.	ESOL	III
Merlo, Michelle	Child Development & Education	III
Milakovich, Sandy	Medical Terminology/Medical Coding	III
Miller, Lawrence	American National Government	I
Miller, Tracy	Commercial Vehicle Driving	IV
Miriani, Denise	ABE/GED/ESOL/Driver Education	III
Mooers, Diane	Clogging	III
Moore, Anne	Humanities	II
Morris, Russell	Criminal Justice	IIIB
Morse, Michael	Criminal Justice	IV
Mosley, Jackson	Biological Sciences	II
Mosley, Sheryl	Education	I
Neale, Tamara Lazo	Criminal Justice	IV
NeSmith, Rhonda	Humanities	II
Newton, Janice	Mathematics	IA

IV. ADJUNCT FACULTY, 2015-16, ACADEMIC YEAR AS NEEDED (con't.):

<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Nickisch, David	Developmental Mathematics	III
Nielander, William	Law	I
Norton, Penney	Child Development & Education	II
Ortegon, Olga	ABE/GED/ESOL	III
Ouverson, Susan	Developmental Reading	II
Parks, Sarah	Education	II
Patel, Mintoo	Biology	I
Peralta, Javier	EMS Programs (CWE courses)	IV
Perez, Jesus	EMS Programs	III
Perry, Ronald	Criminal Justice	IIIB
Peterson, Keith	English	I
Philossaint, Quernande	Intro Business	II
Pierce, Mary	STEMQuest Camp	III
Pierre, Carole	Dental Education	IIIB
Pinzon, Sandra Carol	Adult Education	III
Pollitt, Melinda	SAT Prep/Pre ACT Math	II
Pontes, George M.	ABE/GED/ESOL/Developmental English	II
Poole, Jesse	Criminal Justice	IV
Pridgeon, JT	Commercial Vehicle Driving Refresher	IV
Rebuck, Shirley	Education/Mathematics	II
Redman, Terry L.	Mathematics	IIA
Respress, Karla	Art	II
Reynolds, Diane	Community Education - Sports	III
Rice, Carrie	Aerobics	IV
Riley, Jacob	Criminal Justice	IV
Riley, Kimberly	Agriculture/Horticulture	II
Ritenour, Steven	Criminal Justice	IV
Rivera, Ashley	ESOL/ABE/GED/Business	II
Rivera, Vidannys	ESOL	II
Roberts, Deborah	ABE/GED/ESOL	III
Roberts, Richard	Education/Microcomputer Systems	II
Roberts, Wendy	EMS Programs	IIIB
Rodriguez, Carlos	Nursery Operations	IV
Rodriguez, Claudia	ESOL/Spanish	II
Rodriguez, Ladonna	Floral Design	IV
Rodriguez, Luz	ESOL	IIA
Rodriguez, Susan	Nursery and Environmental Serv.	IV
Rosenbaum, Cheryl	English (Dual Enrollment)	II
Roth, Jeff	Management & Business Courses	II
Rouse, Kathleen	Personal Fitness	N/A
Sager, Thomas	Criminal Justice	IV
Santana, Jennifer	EMS Programs	III
Schenck, Charles	Commercial Vehicle Driving	IV
Schneider, Mark	Criminal Justice	IV
Schrader, Mark	Criminal Justice	II

IV. ADJUNCT FACULTY, 2015-16, ACADEMIC YEAR AS NEEDED (con't.):

<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Schumacher, Rebecca	Nursing: ADN, PN, Nurse Assistant	III
Schwarze, Jason	Mathematics	II
Seda-Ramirez, Charlene	Business Law/ABE/GED/ESOL	I
Serafino, Sonia "Sunny"	Creative Writing	IV
Seusy, Paul B.	Business	I
Sharp, John	Youth Programs/Student Development	II
Shayman, Linda	English/Humanities	II
Sheffield, Kenneth	ACLS/PALS/BLS (CWE only)	IV
Sherwood, Robin	Criminal Justice	II
Shiver, Martha	Reading/Summer Bridge Program	II
Simmonds, Effie	Education/Adult Education	I
Simmons, Donald	Driver Education	IV
Simpson, James	EMS Programs	IIIB
Small, L. McQueen	QuickBooks	III
Smalley, Charles	Criminal Justice	IV
Smith, Anna L.	ABE/GED/ESOL	II
Smith, Detrice J.	ABE/GED	II
Smith, Gregory	CPR/First Aid	III
Sowers, Lana	Child Development & Education	IIIB
Spencer, Robert	Criminal Justice	IV
Spivey, Reginald	Mining Safety	IV
Stalter, Nancy	ABE/GED/ESOL	II
Stanphill, Archie	Electrical Apprenticeship	III
Starling, Ariel	Cosmetology	IV
Statler, Phillip	Retirement	III
Stewart, David	Criminal Justice	IV
Strickland, Marilyn	English	II
Swearingen, Richard	Beginning Sign Language	IV
Swift, Julie	Culinary Arts (Substitute only)	IV
Szeligo, John	Education/History	IA
Tarnowski, Marilyn	English & Literature/Humanities	II
Taylor, Larry P.	EMS Programs	II
Temple, Cheryl	English/Humanities	II
Thomas, Melody	English	II
Thorley, Frank	Smart Phone Technology	II
Timms, Samuel	Golf	III
Tippie, Therese (Terra)	Dental Assisting	III
Tomblin, Jessica	Med./Admin. Secretarial Programs (Lab)	IV
Tooley, Janet	ABE/GED/ESOL	III
True IV, Charles	EMS Programs	IIIB
Turner, Sylvia L.	Adult Ed/Parent-Child-Divorce/Driver Ed.	II
Valentin, Selena	Early Childhood Education	II
Vance, Nancy	Nursing (Clinicals and PN)	III
Wade, George	ABE/GED/ESOL	II
Wade, Laura	Theatre Institute /ABE/GED/ESOL	III

IV. ADJUNCT FACULTY, 2015-16, ACADEMIC YEAR AS NEEDED (con't.):

<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Ward, David	Law/Criminal Justice	I
Waters, Jerry C.	Biological Sciences	II
Weed, David Jr.	Criminal Justice	IV
Weis, Louise	Art	IV
Wells, John	MSHA Safety Training	IV
White, Teresa	Youth Programs	II
White, Tonina	Management and Supervision	I
Williams, Jesslin	Youth Programs	I
Williams, Michael G.	Electronics	IV
Williams, Timothy K.	ABE/GED/ESOL	II
Wilson, Ashanti	ABE/GED/ESOL/Master Student/FYE	II
Wilson, Latricia	Criminal Justice	II
Wilson, Marie	ABE/GED/ESOL	II
Woods, Dustin	ESOL/ABE/GED	II
Word, Shelly	Political Science	IIA
Wright, Jerry L.	Education	II
Yoder, Kay Ann	Adult Education	III

SUGGESTED MOTION:

Move to approve the personnel recommendations as presented.

600 West College Drive, Avon Park, Florida 33825-9356 | 863-453-6661

AN EQUAL ACCESS / EQUAL OPPORTUNITY INSTITUTION | ACCREDITED BY THE SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS



OFFICE OF THE PRESIDENT

Item 5.2.1

PRESENT TO BOARD: JUNE 24, 2015

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: TRAINING AGREEMENT – CAREERSOURCE HEARTLAND

Approval is requested to **renew** a training agreement between CareerSource Heartland and South Florida State College for the purpose of providing Adult Basic Education (ABE), General Education Development (GED), and English for Speakers of Other Languages (ESOL) training to CareerSource clients. The contract renews annually.

SUGGESTED MOTION:

Move to approve the renewal of a training agreement with CareerSource Heartland as presented.



OFFICE OF THE PRESIDENT

Item 5.2.2

PRESENT TO BOARD: JUNE 24, 2015

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: LEASE AGREEMENT – TRI-COUNTY HUMAN SERVICES, INC.

Approval is requested to **renew** a lease agreement between Tri-County Human Services, Inc. and South Florida State College for The Florida Center. The rental value is approximately \$139,000. This represents no change from the prior year.

SUGGESTED MOTION:

Move to approve the renewal of a lease agreement with Tri-County Human Services, Inc. as presented.



OFFICE OF THE PRESIDENT

Item 5.2.3

PRESENT TO BOARD: JUNE 24, 2015

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: SERVICE AGREEMENT – UNIVERSITY OF SOUTH FLORIDA

Approval is requested to **renew** a service agreement between South Florida State College and the University of South Florida to continue to serve as a fiscal agent for the Small Business Development Center which is housed on the Highlands campus. The Small Business Development Center serves and is supported by the Highlands County EDC, Hardee County EDA, and DeSoto County EDO.

The contract renewal period is for one year.

SUGGESTED MOTION:

Move to approve the renewal of a service agreement with the University of South Florida as presented.



OFFICE OF THE PRESIDENT

Item 5.3.1

PRESENT TO BOARD: JUNE 24, 2015

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANT APPLICATION – FLORIDA’S INTEGRATED CAREER AND ACADEMIC
PREPARATION SYSTEM (FICAPS)

Title: Florida’s Integrated Career and Academic Preparation System (FICAPS)
Agency: Florida Department of Education
Amount: \$25,000.00
Description: Funds are being requested to establish a Career Pathways curriculum curriculum for GED students. The program will include career lattices in Business and Computer Science careers as well as Trade and Industrial careers. The proposed curriculum design will support simultaneous completion of the GED program and an occupational certificate program in one of the two designated lattices. Funding will be used for part-time staff salaries, instructional materials, travel, computers, and software.

SUGGESTED MOTION:

Move to approve the submission and acceptance, if funded, of the described grant proposal.



OFFICE OF THE PRESIDENT

Item 5.4.1

PRESENT TO BOARD: JUNE 24, 2015

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: MONTHLY ACCOUNTS PAYABLE/PAYROLL WARRANT SUMMARY

The law requires that warrants be approved and made available for review. Detailed information on all disbursements for May 2015 is summarized below and is available at any time in the College Business Office.

SUGGESTED MOTION:

Move to approve the monthly accounts payable/monthly payroll check register as presented.

Accounts Payable:								
	2014/2015 Checks		2014/2015 Electronic Payments		2014/2015 P-Card		2014/2015 Totals	
	No.	Amount	No.	Amount	No.	Amount	No.	Amount
July	436	\$515,026.45	137	\$910,406.45	440	\$276,892.63	1013	\$1,702,325.53
Aug	184	283,786.52	265	1,141,251.28	445	239,322.04	894	\$1,664,359.84
Sept	1360	1,537,682.70	251	880,149.26	486	255,527.16	2097	\$2,673,359.12
Oct	777	993,598.75	330	1,400,912.76	711	294,337.57	1818	\$2,688,849.08
Nov	443	434,454.74	215	1,201,217.03	687	258,779.60	1345	\$1,894,451.37
Dec	262	225,581.73	187	1,265,006.07	693	288,719.06	1142	\$1,779,306.86
Jan	261	384,764.04	214	1,055,059.85	473	263,785.59	948	\$1,703,609.48
Feb	1555	1,982,343.99	245	1,037,272.36	544	290,939.63	2344	\$3,310,555.98
March	401	324,108.63	197	1,305,599.78	726	301,639.47	1324	\$1,931,347.88
April	300	219,229.84	257	833,450.03	555	198,337.36	1112	\$1,251,017.23
May	223	223,051.98	154	904,650.96	672	306,509.95	1049	\$1,434,212.89
June							0	\$0.00
Totals	6202	\$7,123,629.37	2452	\$11,934,975.83	6432	\$2,974,790.06	15086	\$22,033,395.26

Payroll:								
	2014/2015 Checks		2014/2015 Electronic Payments				2014/2015 Totals	
	No.	Amount	No.	Amount			No.	Amount
July	40	\$47,127.04	470	\$835,287.35			510	\$882,414.39
Aug	24	35,253.90	379	810,518.73			403	\$845,772.63
Sept	22	33,839.51	384	804,962.39			406	\$838,801.90
Oct	26	35,101.28	458	879,164.79			484	\$914,266.07
Nov	31	38,182.69	466	952,158.52			497	\$990,341.21
Dec	33	45,531.07	468	904,113.12			501	\$949,644.19
Jan	35	42,952.88	436	825,707.34			471	\$868,660.22
Feb	24	29,682.73	450	847,708.04			474	\$877,390.77
March	28	33,834.40	456	851,056.89			484	\$884,891.29
April	20	31,780.67	448	874,856.09			468	\$906,636.76
May	30	38,155.85	471	890,764.53			501	\$928,920.38
June							0	\$0.00
Totals	313	\$411,442.02	4886	\$9,476,297.79			5199	\$9,887,739.81

Accounts Payable:						
	2013/2014			2014/2015		
	# Payments	Monthly Total	Cumulative Total	# Payments	Monthly Total	Cumulative Total
July	979	\$1,490,702.22	\$ 1,490,702.22	1,013	\$1,702,325.53	\$1,702,325.53
August	1,019	1,604,535.32	\$ 3,095,237.54	894	1,664,359.84	\$3,366,685.37
September	1,092	1,281,564.10	\$ 4,376,801.64	2,097	2,673,359.12	\$6,040,044.49
October	2,657	3,380,925.46	\$ 7,757,727.10	1,818	2,688,849.08	\$8,728,893.57
November	1,348	1,522,912.24	\$ 9,280,639.34	1,345	1,894,451.37	\$10,623,344.94
December	1,061	1,351,062.70	\$ 10,631,702.04	1,142	1,779,306.86	\$12,402,651.80
January	1,097	958,716.83	\$ 11,590,418.87	948	1,703,609.48	\$14,106,261.28
February	2,417	3,208,315.55	\$ 14,798,734.42	2,344	3,310,555.98	\$17,416,817.26
March	1,129	1,826,916.56	\$ 16,625,650.98	1,324	1,931,347.88	\$19,348,165.14
April	1,237	1,405,293.99	\$ 18,030,944.97	1,112	1,251,017.23	\$20,599,182.37
May	1,136	1,574,650.14	\$ 19,605,595.11	1,049	1,434,212.89	\$22,033,395.26
June	1,504	1,693,417.07	\$ 21,299,012.18			
Totals	16,676	\$21,299,012.18		15,086	\$22,033,395.26	

Payroll:						
	2013/2014			2014/2015		
	# Payments	Monthly Total	Cumulative Total	# Payments	Monthly Total	Cumulative Total
July	519	\$872,018.27	\$872,018.27	510	\$882,414.39	\$882,414.39
August	392	848,097.66	\$1,720,115.93	403	845,772.63	\$1,728,187.02
September	434	824,166.32	\$2,544,282.25	406	838,801.90	\$2,566,988.92
October	458	881,715.09	\$3,425,997.34	484	914,266.07	\$3,481,254.99
November	487	882,265.39	\$4,308,262.73	497	990,341.21	\$4,471,596.20
December	486	928,786.26	\$5,237,048.99	501	949,644.19	\$5,421,240.39
January	478	878,818.67	\$6,115,867.66	471	868,660.22	\$6,289,900.61
February	461	872,710.43	\$6,988,578.09	474	877,390.77	\$7,167,291.38
March	485	884,218.76	\$7,872,796.85	484	884,891.29	\$8,052,182.67
April	476	916,405.06	\$8,789,201.91	468	906,636.76	\$8,958,819.43
May	484	925,299.99	\$9,714,501.90	501	928,920.38	\$9,887,739.81
June	424	883,562.17	\$10,598,064.07			
Totals	5584	\$10,598,064.07		5199	\$9,887,739.81	

6.0 Planning and Policy Issues

7.0 Academic and Student Matters



OFFICE OF THE PRESIDENT

Item 7.1

PRESENT TO BOARD: JUNE 24, 2015

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: CURRICULUM PROPOSALS

Consideration of the following curriculum proposals is requested:

I. PROGRAM ADDITION

Add new Fire Fighter I/II program; occupational certificate program is designed to prepare students for fire fighter positions throughout the State of Florida upon successful completion of the minimum standards program and state exam, effective fall 2015 (201610).

Fire Fighter I/II - OC #3600

FFP 0010 Fire Fighter I – 206 contact hours (New)
FFP 0020 Fire Fighter II – 192 contact hours (New)

II. COURSE ADDITIONS

Add new course to expand offerings for the Honors Program; effective fall 2015 (201610).

HUM 2020 Honors Introduction to Humanities (3 credits)

Add EVR 2001 a non-laboratory science course as a general education science core course; effective spring 2016 (201620).

EVR 2001 Introduction to Environmental Science (3 credits)

III. COURSE REVISIONS

Revise the following honors courses' prerequisite to Instructor's Approval or Honors Director to reflect current counseling practices, effective fall 2015 (201610).

ENC 1101 Honors Freshman English I
IDH 1107 Honors The Competitive Edge

SUGGESTED MOTION:

Move to approve the curriculum proposals as presented.

600 West College Drive, Avon Park, Florida 33825-9356 | 863-453-6661

AN EQUAL ACCESS / EQUAL OPPORTUNITY INSTITUTION | ACCREDITED BY THE SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS



OFFICE OF THE PRESIDENT

Item 7.2

PRESENT TO BOARD: JUNE 24, 2015

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: FEE PROPOSALS

Consideration of the following new fee proposals is requested:

Cost of materials used by Fire Fighter students.

Course Prefix#	Course Title	New Fee	Proposed Fee	Effective Term
FFP 0010	Fire Fighter I	\$915.00	New	Fall 2015
FFP 0020	Fire Fighter II	\$305.00	New	Fall 2015

SUGGESTED MOTION:

Move to approve the fee proposals as presented.

600 West College Drive, Avon Park, Florida 33825-9356 | 863-453-6661

AN EQUAL ACCESS / EQUAL OPPORTUNITY INSTITUTION | ACCREDITED BY THE SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS

8.0 Purchasing and Other Action Items



OFFICE OF THE PRESIDENT

Item 8.1

PRESENT TO BOARD: JUNE 24, 2015

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: SFSC 2015-2016 BUDGET PROPOSAL

The proposed South Florida State College Operating Budget and Capital Outlay Budget for 2015-2016 is presented for your consideration under separate cover and will be discussed at the Budget Workshop prior to the Board meeting. Approval of both budgets is requested, including student fee rates and a revised salary schedule.

This budget was developed through a participative process with our four strategic imperatives in mind:

Imperative #1 Identify and meet the educational needs of our communities

We proactively seek ways to understand the educational needs of our local communities and then offer programs to address those needs.

Imperative #2 Enable all students to succeed

We keep student learning at the forefront of everything we do and actively seek ways to help our students be successful both in the classroom and as they transition beyond our campus.

Imperative #3 Enable all employees to succeed

We actively support all our employees and seek ways for them to achieve personal and professional fulfillment in all that they do for the College.

Imperative #4 Ensure Institutional Effectiveness

We regularly review how well we are doing, analyze our results, and then use our analyses to make improvements.

Approval of the new budgets will allow us to continue our efforts to meet the expectations of our local communities by maintaining quality educational initiatives throughout our district. Your consideration of the proposed budgets is appreciated.

SUGGESTED MOTION:

Move to approve the Operating Budget for 2015-2016, including the student fee rates and salary schedule, as well as the 2015-2016 Capital Outlay Budget as presented.

9.0 Reports



OFFICE OF THE PRESIDENT

Item 9.1

PRESENT TO BOARD: JUNE 24, 2015

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: RESOURCE DEVELOPMENT REPORT

I. Funded Grants

None to report this month

II. Donations and Pledges to the SFSC Foundation, Inc.

The following chart presents a summary listing of all donations and pledges made to the SFSC Foundation since the May 2015 meeting of the College District Board of Trustees. The included dates are May 13, 2015 through June 9, 2015. The total amount being reported is **\$86,679.10**.

SFSC Foundation, Inc.
Gift Summary 5/13/15 through 6/9/15

Fund Description	Gift Count	Cash	Pledges	Total
Unrestricted	44	\$11,525.50	\$0.00	\$11,525.50
Jacaranda Restoration Fund	2	\$56.00	\$0.00	\$56.00
SFSC General Scholarship	8	\$526.00	\$0.00	\$526.00
Joe Johnston/Bette McDearman Memor	1	\$20.00	\$0.00	\$20.00
General Nursing Scholarship	2	\$4,024.26	\$0.00	\$4,024.26
SFSC Community Fund	7	\$51.00	\$0.00	\$51.00
SFSC Library Donations	3	\$35.00	\$0.00	\$35.00
Athletic Booster Club	2	\$15.00	\$0.00	\$15.00
Phi Theta Kappa	1	\$10.00	\$0.00	\$10.00
Take Stock In Children - Ops	1	\$250.00	\$0.00	\$250.00
Dental Programs	2	\$145.00	\$0.00	\$145.00
SFSC Flower Fund	4	\$25.00	\$0.00	\$25.00
MOFAC	1	\$2.50	\$0.00	\$2.50
Highlands County Bar Association S'ship	1	\$20.00	\$0.00	\$20.00
The SFSC Artists Group	1	\$500.00	\$0.00	\$500.00
Norman L. Stephens Endowment	3	\$40.00	\$59,077.32	\$59,117.32
TSIC Scholarships	11	\$10,076.52	\$0.00	\$10,076.52
SFSC General Endowment Fund	2	\$30.00	\$0.00	\$30.00
Alumni Association Fund	2	\$250.00	\$0.00	\$250.00
	Grand Totals:	\$27,601.78	\$59,077.32	\$86,679.10
98 Gift(s) listed				
79 Donor(s) listed				



OFFICE OF THE PRESIDENT

Item 9.2

PRESENT TO BOARD: JUNE 24, 2015

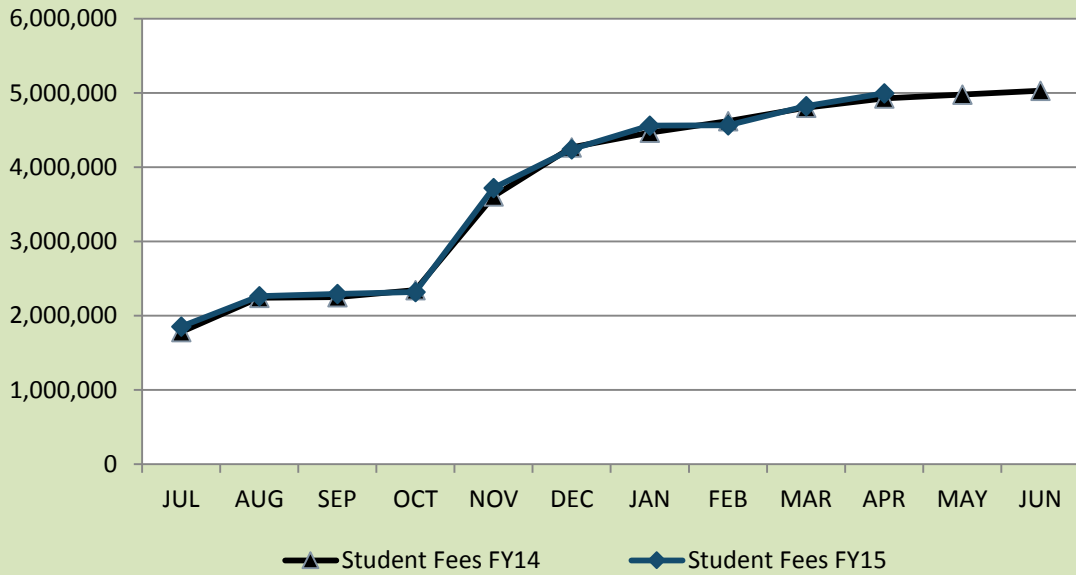
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

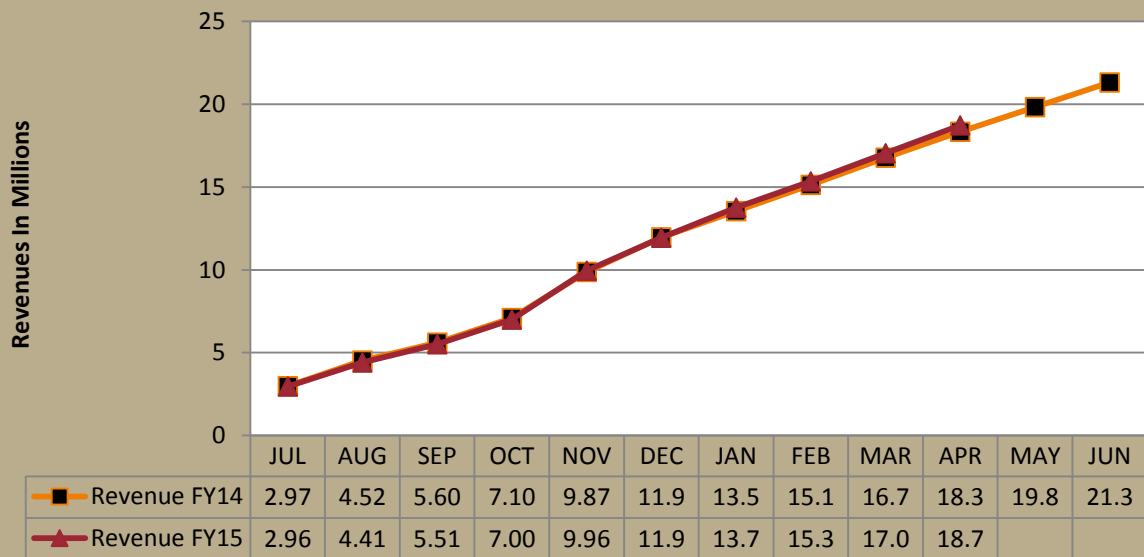
SUBJECT: FINANCIAL REPORT SUMMARY & GRAPHS – **INFORMATION ITEM**

Attached are the graphs and summary of revenue and expenditures of the College through April 2015.

South Florida State College
Fund 1 Student Fee Revenue, FY 14 vs FY 15

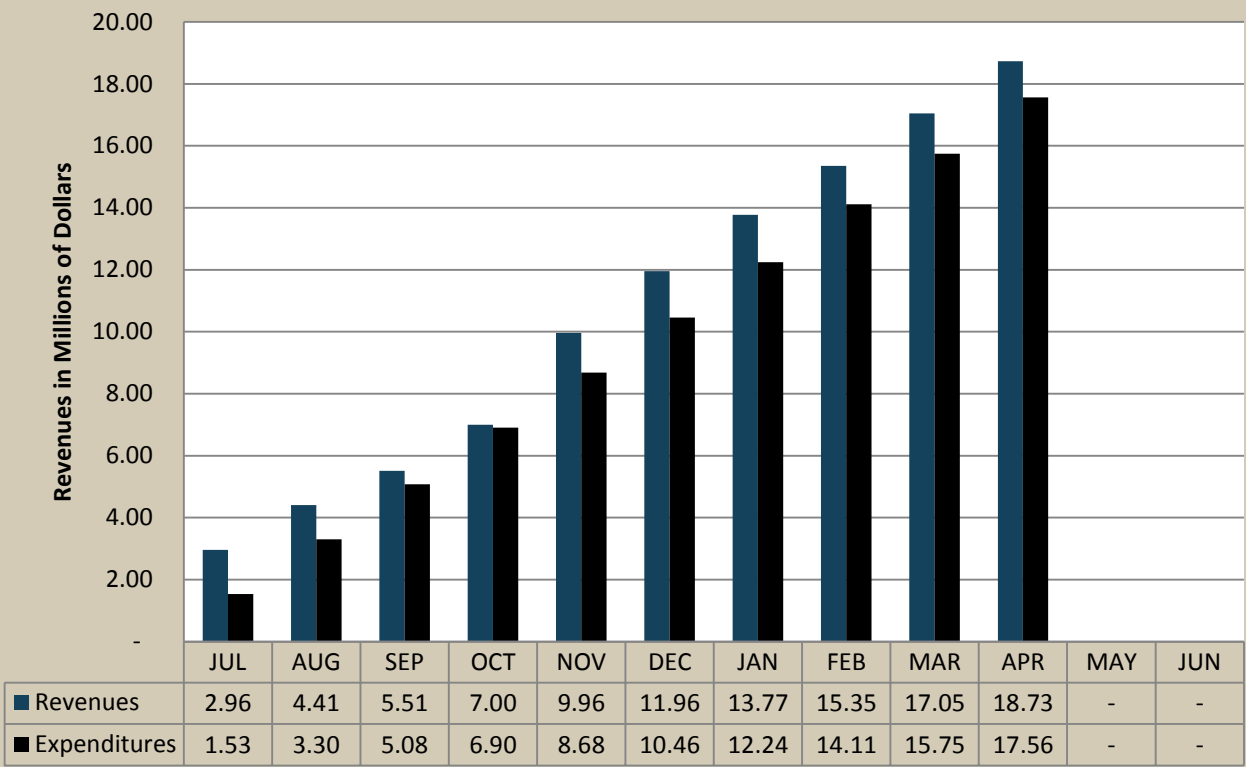


South Florida State College Fund 1 Total Revenue, FY 14 vs FY 15



■ Revenue FY14 ▲ Revenue FY15

South Florida State College Fund 1 Total Revenues & Expenditures FY 15



South Florida State College					
Revenues and Expenditures					
For Month Ending April 30, 2015					
Account Code	Account Title	Budget Amount	Amount	Difference	Percentage Collected/Spent to Date
401XX	Tuition and Out of State Fees	\$ 4,489,518.00	\$ 4,322,036.95	\$ 167,481.05	96.27%
404XX	Lab Fees	397,850.00	379,653.82	18,196.18	95.43%
408XX	Technology Fees	188,250.00	184,341.19	3,908.81	97.92%
409XX	Other Student Fees	74,200.00	64,663.00	9,537.00	87.15%
41600	Grants and Contracts from Counties	18,000.00		18,000.00	0.00%
42110	FCSPF-General Revenue	12,303,849.00	10,253,197.00	2,050,652.00	83.33%
42210	CO&DS Entitlement	2,150.00		2,150.00	0.00%
42610	FCSPF-Lottery	3,575,283.00	2,780,777.00	794,506.00	77.78%
43900	Indirect Costs Recovered - Federal	170,000.00	157,800.98	12,199.02	92.82%
44100	Cash Contributions	13,722.00	13,863.70	(141.70)	101.03%
44200	Non-Cash Contributions	8,500.00	8,500.00	-	100.00%
44400	Private Grants and Contracts	775.00	775.00	-	100.00%
46400	Use of College Facilities	79,750.00	68,605.79	11,144.21	86.03%
466XX	Other Sales and Services	225,435.00	210,973.53	14,461.47	93.59%
48100	Interest and Dividends	5,000.00	4,289.56	710.44	85.79%
487XX	Fines and Penalties	3,025.00	3,007.67	17.33	99.43%
49XXX	Transfers and Other Revenue	337,616.00	211,691.47	125,924.53	62.70%
	Total Revenue	\$ 21,892,923.00	\$ 18,664,176.66	\$ 3,228,746.34	85.25%
51XXX	Management	\$ 1,829,572.40	\$ 1,535,383.38	\$ 294,189.02	83.92%
52XXX	Instruction	4,602,916.45	3,497,599.01	1,105,317.44	75.99%
53XXX	Other Professional	2,876,459.53	2,330,408.35	546,051.18	81.02%
54XXX	Career Staff	2,603,341.85	2,108,065.08	495,276.77	80.98%
56XXX	Other Professional Services-Instructional	1,021,844.00	736,219.63	285,624.37	72.05%
57XXX	Other Professional-Tech/Clerical/Trade	114,990.00	76,985.15	38,004.85	66.95%
58000	Student Employment -Inst Work Study	25,000.00	18,616.09	6,383.91	74.46%
58500	Employees Awards	11,500.00	10,250.00	1,250.00	89.13%
58501	Non-Recurring	97,620.00	97,240.00	380.00	99.61%
59XXX	Benefits	4,032,820.00	2,996,217.71	1,036,602.29	74.30%
	Total Personnel	\$ 17,216,064.23	\$ 13,406,984.40	\$ 3,809,079.83	77.87%
				-	
605XX	Travel	\$ 326,190.00	\$ 218,438.62	\$ 107,751.38	66.97%
61000	Freight and Postage	34,625.00	21,179.06	13,445.94	61.17%
615XX	Telecommunications	70,000.00	45,977.22	24,022.78	65.68%
62000	Printing	73,575.00	29,460.74	44,114.26	40.04%
625XX	Repairs and Maintenance	968,957.00	769,868.18	199,088.82	79.45%
63000	Rentals	166,661.00	134,439.85	32,221.15	80.67%
635XX	Insurance	332,538.00	330,087.89	2,450.11	99.26%
640XX	Utilities	1,325,600.00	1,122,266.51	203,333.49	84.66%
645XX	Other Services	630,079.00	502,257.40	127,821.60	79.71%
64700	Grant Aid	4,280.00	4,341.50	(61.50)	101.44%
650XX	Professional Fees	171,350.00	130,654.05	40,695.95	76.25%
655XX	Education Office/Dept Material Supp	510,959.00	385,692.48	125,266.52	75.48%
657XX	Data Software - Non-Capitalized	41,713.00	41,213.20	499.80	98.80%
665XX	Other Materials and Supplies	400,895.00	241,030.56	159,864.44	60.12%
670XX	Subscriptions/Library Books	49,500.00	44,822.31	4,677.69	90.55%
67500	Purchases for Resale	61,005.00	50,036.89	10,968.11	82.02%
680XX	Scholarships	40,000.00	41,887.01	(1,887.01)	104.72%
69XXX	Transfers and Other Expenses	73,480.00	12,749.58	60,730.42	17.35%
	Total Current Expenses	\$ 5,281,407.00	\$ 4,126,403.05	\$ 1,155,003.95	78.13%
				-	
706XX	Minor Equipment >1000<5000	\$ 33,532.00	\$ 20,492.05	\$ 13,039.95	61.11%
	Total Capital Outlay	\$ 33,532.00	\$ 20,492.05	\$ 13,039.95	61.11%