

**MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
MARCH 25, 2015**

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

Absent:

Staff Present:

Mr. Don Appelquist	Dr. Kimberly Batty-Herbert	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. Leana Revell	Mrs. Becky Sroda
Dr. Chris van der Kaay	Mrs. June Weyrauch	Dr. Deborah Fuschetti
Mrs. Susie Johnson	Ms. Lena Phelps	Mr. James Sheridan

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

Mrs. Wright made a motion, seconded by Mrs. Cullens, to adopt the agenda of the regular meeting held March 25, 2015 as recommended.

Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, 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 Mr. Backer, to approve the minutes of the regular meeting held February 25, 2015. Those voting in favor of the motion were Mr. Backer, Mr. Byran, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

1.3 Review of Agenda Master Calendar

The Agenda Master Calendar was reviewed. Mr. Bryan asked Mrs. Bush to look for a way to put scheduled college events into the Trustees calendars.

2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITION

2.1 New Employee Introduction

Employee	Position	Supervisor	Hired
James Sheridan	Library Assistant II, Circulation	Lena Phelps	02/16/15

3.0 PUBLIC COMMENT

None

4.0 PRESENTATION

None

5.0 CONSENT AGENDA ACTION ITEMS

5.1 Personnel Actions

Approved a list of appointments, resignations; retirements; reappointments, full-time administrative staff, 2015-16; and adjunct faculty, 2014-15, academic year as needed. **(EXHIBIT "A")**

5.2 Agreement and Contracts

5.2.1 Approved entry into a **new** affiliation agreement with Okeechobee County Fire and Rescue Department as presented. **(EXHIBIT "B")**

5.2.2 Approved entry into a **new** affiliation agreement with BayCare Health System, Inc. as presented. **(EXHIBIT "C")**

5.2.3 Approved entry into a **new** memorandum of understanding with Holiday Inn Express as presented. **(EXHIBIT "D")**

5.3 Grant Applications

5.3.1 Adult Education ESOL Program

Dollar General Literacy Foundation \$15,000

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 February 2015. **(EXHIBIT "E")**

Mr. Backer made a motion, seconded by Mrs. Puckorius, to approve the Consent Agenda, Items 5.1 through 5.4.1 as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

6.0 PLANNING AND POLICY ISSUES

6.1 Policy Implementation

6.1.1 Policy 4.12 Bad Checks and Outstanding Debts

Consideration of changes to Policy 4.12 Bad Checks and Outstanding Debts was presented. (*EXHIBIT "F"*)

Mr. Backer made a motion, seconded by Mrs. Puckorius, to approve the changes to Policy 4.12 as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

7.0 ACADEMIC AND STUDENT MATTERS

7.1 Curriculum Proposals

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

Mr. Bryan made a motion, seconded by Mrs. Cullens, 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. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

7.2 Fee Proposals

Dr. Leana Revell introduced a fee proposal. (*EXHIBIT "H"*)

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

8.0 PURCHASING AND OTHER ACTION ITEMS

None

9.0 REPORTS

9.1 Resource Development

Mr. Appelquist reported on donations and pledges.

Donations and Pledges

The South Florida State College Foundation, Inc. received donations and pledges in the amount of **\$5,983.02** from February 11, 2015 through March 6, 2015.

9.3 Financial Report

Mrs. Kovacs reported on the financial graphs and a summary of revenue and expenditures through the month of January 2015 as information items.

(*EXHIBIT "I"*)

9.4 President's Report

Dr. Leitzel reported on the following college activities:

1. Invitations to the SFSC Foundation Spring Gala will be mailed next week.
2. Dr. Chris van der Kaay gave a presentation on the Survey of Student Engagement (SENSE) report.

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3. State funding remains unclear.
4. SFSC Student default rate on Federal loans is 16.3%.
5. Discussed performance indicators.
6. Good turnout for the Panther 5K Walk/Run and Bike Ride held March 7.
7. Members of the ARC Special STARS participated in an event after the baseball game held on March 7.
8. Discussed STEM initiatives and commended Dr. Batty-Herbert.
9. Heartland Games taking place this month.
10. Introduced an internal communication item – “SFSC’s Daily Connection”. Updated throughout the day with college news items. Thanked Mrs. Latter and her department for their work. Mrs. Latter commended Ms. Sharon Jones for creating the document.
11. Distributed a brochure for the next MOFAC Exhibit Program – At Home: Seminole Reservations showing March 11 – May 1.
12. Held the 2015 Career Connection on February 26 in the Panther Gym. A great event.
13. College Week took place March 9-12. Students, faculty, and staff had a good time.

9.5 Board Attorney’s Report

Mrs. Karlson stated no report.

9.6 Board Members’ Reports

Mr. Wright stated that he enjoyed participating in the Panther 5K Walk/Run and Bike Ride. People of all ages participated. Mr. John Rousch recently gave a great presentation to the Avon Park Rotary Club.

Mrs. Cullens wished everyone a Happy Easter.

Mr. Bryan stated no report.

Mrs. Puckorius stated no report.

Mr. Backer reported that he had recently toured USF with 39 TSIC programs.

Dr. Kirschner stated no report.

Mrs. Rider stated that *The Peking Acrobats* performance held March 7 in the Theatre for the Performing Arts was excellent.

9.7 Board Chair Report

1. Participated in the purchasing a fire truck for the college. The Hardee County Commission supports the college’s program. He also thanked Dean Kevin Brown for his involvement.
2. Issued a challenge to the Trustees and administrators in attendance to recite from memory the college’s Vision Statement at the April 22 Board meeting.
3. Senate Bill 1252 bears watching. He encouraged Trustee input. He asked to work with college staff to create a letter of response. The letter would be reviewed by the Trustees and sent from the Board Chair and President Leitzel.

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10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 7:55 p.m.