



**SFSC
District Board of Trustees
Regular Meeting
April 24, 2013**

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

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

Norman L. Stephens, Jr., President/Secretary

1.0 *Call to Order and Preliminary Matters*



OFFICE OF THE PRESIDENT

Item 1.1

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: ADOPTION OF AGENDA

It is recommended that the agenda of the regular meeting of April 24, 2013 be adopted.

SUGGESTED MOTION:

Move to adopt the agenda of the regular meeting of April 24, 2013 as presented.

**AGENDA
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
HIGHLANDS CAMPUS
APRIL 24, 2013
6:00 P.M.**

(Replacement Agenda)

- 1.0 Call to Order and Preliminary Matters
 - 1.1 Adoption of Agenda
 - 1.2 Approval of Minutes
 - 1.2.1 Special Meeting – March 19, 2013
 - 1.2.2 Regular Meeting – March 27, 2013
 - 1.3 Review of Agenda Master Calendar
- 2.0 Communications, Introductions, and Recognition
 - 2.1 New Employee Introductions
- 3.0 Public Comment
- 4.0 Presentation
 - 4.1 Student Life
- 5.0 Consent Agenda Action Items
 - 5.1 Personnel Actions
 - 5.2 Agreements and Contracts
 - 5.2.1 Affiliation Agreement – The Palms of Sebring
 - 5.2.2 Contracts for Private Attorney Services 2013-14
 - 5.3 Grant Applications
 - 5.3.1 Carl D. Perkins Rural and Sparsely Populated - \$91,072
 - 5.3.2 Carl D. Perkins Postsecondary Career and Technical Education - \$173,738
 - 5.3.3 National Farmworker Jobs and Education Program - \$258,392
 - 5.3.4 Adult Geographic Education - \$238,425
 - 5.3.5 Highlands EL/Civics - \$53,082
 - 5.3.6 Hardee EL/Civics - \$21,654
 - 5.3.7 State Touring Grant - \$7,600
 - 5.3.8 Health Service Grant - \$12,000
 - 5.4 Operating Actions
 - 5.4.1 Monthly Accounts Payable & Payroll Check Register
 - 5.4.2 Donation of Paintings
 - 5.4.3 Property Deletion & Disposal
- 6.0 Planning and Policy Issues
 - 6.1 Policy Implementation
 - 6.1.1 Policy 1.03 Accreditation
 - 6.2 Policy Development
 - 6.2.1 Policy 1.10 Equal Opportunity
 - 6.2.2 Policy 5.04 Performance Review
 - 6.2.3 Policy 5.07 Employment Agreements
 - 6.2.4 Policy 5.23 Prohibition Against Discrimination
- 7.0 Academic and Student Matters
 - 7.1 Curriculum Proposals
 - 7.2 Letter of Intent for Academic Programs

- 8.0 Purchasing and Other Action Items
 - 8.1 Architectural/Engineering Firm Selection
 - 8.2 Equity Plan Update
 - 8.3 Employment Contract for President of South Florida State College
- 9.0 Reports
 - 9.1 Facilities Report
 - 9.2 Resource Development Report
 - 9.3 Financial Report
 - 9.4 President's Report
 - 9.5 Board Attorney Report
 - 9.6 Board Member Reports
 - 9.7 Board Chair Report
- 10.0 Adjournment



OFFICE OF THE PRESIDENT

Item 1.2.1

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: MINUTES – SPECIAL MEETING – MARCH 19, 2013

It is recommended that the minutes of the special meeting held March 19, 2013 as presented and recorded in the Supplemental Minute Book, be approved.

SUGGESTED MOTION:

Move to approve the minutes of the March 19, 2013 special meeting as presented.

**MINUTES
SOUTH FLORIDA STATE COLLEGE
SPECIAL DISTRICT BOARD OF TRUSTEES
MARCH 19, 2013**

Members Present: Mr. Tim Backer
Mr. Derren Bryan
Mrs. Tami Cullens, Chair
Dr. Louis H. Kirschner
Mr. Ken Lambert
Mrs. Lana C. Puckorius
Mrs. Kris Y. Rider
Mr. Joe Wright, Vice Chair
Dr. Norman L. Stephens, Jr., President/Secretary

Members Absent:

Staff Present:	Mrs. Tammy Bush	Mrs. Susie Hale	Mrs. Deborah Latter
	Mr. Glenn Little	Dr. Leana Revell	Dr. Chris van der Kaay

Others Present: Dr. Jeff Hockaday via conference call, Mrs. Barbara Kirschner, Mr. Mark Valero

1.0 CALL TO ORDER

At 1:22 p.m., the special meeting of the District Board of Trustees was called to order at the Highlands Campus by Board Chair, Mrs. Tami Cullens.

2.0 CONSIDERATION OF CANDIDATES FOR SELECTION OF COLLEGE PRESIDENT

Mrs. Cullens asked Mr. Lambert, chair, Presidential Search Screening Committee, to give a report of the committee workshop held prior to the Board meeting. Mr. Lambert thanked Dr. Jeff Hockaday and Mrs. Susie Hale for their work with this process. He then announced the names of the 4 candidates preferred by the Presidential Search Screening Committee for consideration. They are Dr. Marie Gnage, Dr. John R. Holdnak, Dr. Thomas C. Leitzel, and Dr. Paul Nagy.

Mr. Wright made a motion, seconded by Mrs. Puckorius, to accept the 4 candidates preferred by the Presidential Search Screening Committee. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Louis Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

Mrs. Hale will contact each of the candidates to schedule a two-day visit with each one.

Dr. Hockaday discussed the interview process for the candidates. In the next 48 hours he will provide the Board members with a written report of the candidate's strengths and weaknesses. He reminded the Board members of the importance of providing a similar interview experience for each of the candidates. Mr. Lambert encouraged Board members to contact Dr. Hockaday with any questions.

Mrs. Cullens stated that she will work with Dr. Stephens to develop questions to be used in the interviews with each candidate. She thanked Dr. Hockaday, Mr. Lambert and Mrs. Hale for their work with this process.

3.0 SELECTION OF COLLEGE ATTORNEY

Mrs. Cullens asked Mr. Wright to give a report of the college attorney interview process that took place March 7th. Mr. Wright stated that the college had received 6 applications and 3 of those were interviewed. All of the applicants were good. Mr. Wright recommended Mrs. Pamela T. Karlson, Karlson Law Group, P.A. in Lake Placid. He stated that Mrs. Karlson was very prepared for the interview. Mrs. Cullens and Mrs. Rider spoke very highly of Mrs. Karlson.

Mrs. Rider made a motion, seconded by Mrs. Puckorius, to approve Mrs. Pamela T. Karlson as the college attorney effective March 27, 2013. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Louis Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

Mr. Little prepared a service agreement for the college attorney dated March 27, 2013 through June 30, 2014. The attorney shall be retained for a monthly fee of \$1,000.00 to include up to six (6) hours of consultation each month (including participation at monthly Board meetings). Special work beyond the base six hours will be paid on an hourly basis of \$125.00 per hour.

Mr. Backer made a motion, seconded by Mrs. Puckorius, to approve a service agreement with Mrs. Pamela T. Karlson as stated above. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Louis Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

4.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 2:05 p.m.



OFFICE OF THE PRESIDENT

Item 1.2.2

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: MINUTES – REGULAR MEETING – MARCH 27, 2013

It is recommended that the minutes of the regular meeting held March 27, 2013 as presented and recorded in the Supplemental Minute Book, be approved.

SUGGESTED MOTION:

Move to approve the minutes of the March 27, 2013 regular meeting as presented.

**MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
MARCH 27, 2013**

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

Members Absent:

Staff Present:	Ms. Annie Alexander-Harvey	Dr. Kimberly Batty-Herbert	Mr. Kevin Brown
	Mrs. Tammy Bush	Mrs. Teresa Crawford	Mrs. Susie Hale
	Mrs. Anita Kovacs	Mr. Glenn Little	Dr. Leana Revel
	Dr. Chris van der Kaay	Ms. Jane Hancock	

Others Present:

CALL TO ORDER

At 6:03 p.m., the regular meeting of the District Board of Trustees was called to order at the Hardee Campus by Board Chair, Mrs. Tami Cullens.

Mrs. Cullens introduced and welcomed Mrs. Pamela T. Karlson, as the newly appointed college attorney.

1.0 PRELIMINARY MATTERS

1.1 Adoption of Agenda

Mr. Wright made a motion, seconded by Mrs. Puckorius, to adopt the agenda of the regular meeting held March 27, 2013 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

Mr. Lambert made a motion, seconded by Mr. Wright, to approve the minutes of the regular meeting held February 27, 2013. 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.**

1.3 Review of Agenda Master Calendar

The Agenda Master Calendar was reviewed.

Dr. Kirschner made a motion, seconded by Mrs. Rider, to move the June 26 DBOT meeting from the Lake Placid Center to the Highlands Campus, as this will be Dr. Stephens last meeting before he retires on June 30th.

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.**

2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITION

3.0 PUBLIC COMMENT

4.0 PRESENTATION

5.0 CONSENT AGENDA ACTION ITEMS

5.1 Personnel Actions

Approved a list of appointments, full-time career staff; reappointments, full-time administrative staff, 2013-14; reappointments, full-time faculty (continuing contract), 2013-14; annual contract (9, 10, 11, 12 month contract depending upon responsibilities; terminations, full-time faculty; and adjunct faculty for the 2012-13 academic year as needed. **(EXHIBIT "A")**

5.2 Agreement and Contracts

5.2.1 Approved entry into a new training agreement with the Avon Park Housing Authority for the purpose of planning and conducting an adult education program. **(EXHIBIT "B")**

5.3 Grant Applications

5.3.1 K-20 Campus Security Grant – Highlands Campus

Florida Department of Education \$ 10,000.00
(EXHIBIT "C")

5.3.2 K-20 Campus Security Grant – DeSoto Campus

Florida Department of Education \$ 9,980.00
(EXHIBIT "D")

5.3.3 Shepherd's Field Project

Division of FL Colleges, Office of the Chancellor \$209,299.96
(EXHIBIT "E")

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 January 2013. **(EXHIBIT "F")**

5.4.2 Donation

Accepted donation of a Geneisys Diagnostic Scan and testing equipment for the SFSC Auto Mechanics Program at the DeSoto Campus. **(EXHIBIT "G")**

Mrs. Puckorius made a motion, seconded by Mr. Backer, to approve the Consent Agenda, Items 5.1 through 5.4.2 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 Development

6.1.1 Policy 1.03 Accreditation

Dr. Stephens presented for discussion purposes only, proposed changes to Policy 1.03 Accreditation. **(EXHIBIT "H")**

Mrs. Puckorius made a motion, seconded by Mr. Backer, to table consideration of the proposed changes to Policy 1.03 Accreditation until the April 24 Board meeting. 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

Approved the curriculum proposals as presented. **(EXHIBIT "I")**

Mr. Puckorius made a motion, seconded by Mr. Wright, 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

Approved the fee proposals as presented. **(EXHIBIT "J")**

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. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

8.0 PURCHASING AND OTHER ACTION ITEMS

9.0 REPORTS

9.1 Facilities

9.2 Resource Development

9.2.1 (I) Grants Funded

A. Hotel Jacaranda Threat Amelioration

FL Dept. of State, Div. of Historic Resources
(Additional Funding) \$17,495

B. Highlands County R.S.V.P.

(Retired and Senior Volunteer Program)
Corporation for National and Community Service \$44,534

C. Career and Technical Education

Carl D. Perkins – Section 132
Florida Dept. of Education \$ 8,203

(II) Donations and Pledges

The South Florida State College Foundation, Inc. received donations and pledges in the amount of **\$3,241.00** from February 13, 2013 through March 8, 2013.

9.3 Financial Report

Financial graphs and a summary report through the month of January 2013 were presented as information items. **(EXHIBIT "K")**

9.4 President's Report

1. Dr. Stephens reminded the trustees of the May 6 Graduation and asked them to notify Mrs. Bush if they cannot attend.
2. Dr. Stephens stated that he, along with Mr. Little and Mr. Brown, had toured the solar energy field in DeSoto County on March 22. He thanked Dr. Kirschner for encouraging the visit.
3. Dr. Stephens stated that students from athletics, clubs, and other organizations will attend the April Board meeting.
4. Dr. Stephens asked Mrs. Cullens to review the Presidential Candidate Visit schedule.
5. Dr. Stephens discussed the candidate visit evaluation process the college will use for employees and members of the community; and how the trustees will review this information.
6. Dr. Stephens provided information regarding the All-Florida Academic Team Ceremony taking place April 9th and the two SFSC students being recognized. They are Mc Harry Ramos and Jacob Jordan.

9.4 Board Attorney's Report

Mrs. Karlson stated no report.

9.6 Board Members' Reports

Mr. Bryan stated no report.

Dr. Kirschner stated no report.

Mr. Backer thanked the staff for the meal provided.

Mr. Wright stated that the economic impact study was excellent. He also stated the recent SFSC Panther K5 event was very well done. He appreciated Coach Hitt involving the athletes and was pleased that many college employees participated.

Mrs. Puckorius stated that she is excited about the upcoming Presidential Search candidate visits and interviews.

Mr. Lambert stated no report.

Mrs. Rider stated no report.

9.7 Board Chair Report

Mrs. Cullens thanked the staff for the meal provided. She wished the trustees a Happy Easter and thanked them for their efforts and time with the Presidential Search process.

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 6:46 p.m.



OFFICE OF THE PRESIDENT

Item 1.3

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

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

APRIL 2013	MAY 2013	JUNE 2013
<p>4, 9, 11, & 16 DBOT Workshops, 2 PM, Highlands Campus</p> <p>4, 9, 11, & 16 DBOT Workshops, 6 PM, Inn on the Lakes in Sebring</p> <p>19 Special DBOT Meeting 3:00 PM, Highlands Campus</p> <p>24 Board Meeting, 6 PM Highlands Campus</p> <p>*26 Special DBOT Meeting 3:00 PM, Highlands Campus</p>	<p>6 SFSC Graduation</p> <p>22 Budget Workshop, 4 PM Followed by Board Meeting, 6 PM Highlands Campus</p>	<p>26 Board Meeting, 6 PM Highlands Campus</p>
JULY 2013	AUGUST 2013	SEPTEMBER 2013
<p>24 Board Meeting, 6 PM DeSoto Campus</p>	<p>28 *Board Meeting, 6 PM Highlands Campus</p>	<p>25 *Board Meeting, 6 PM Hardee Campus</p>
OCTOBER 2013	NOVEMBER 2013	DECEMBER 2013
<p>2-5 ACCT Leadership Congress Seattle, WA</p> <p>23 *Board Meeting, 6 PM Lake Placid Center</p>	<p>13-15 AFC Annual Convention Destin, FL</p>	<p>11 *Planning Workshop, 4 PM Followed by Board Meeting, 6 PM Highlands Campus</p>
JANUARY 2014	FEBRUARY 2014	MARCH 2014
<p>22 *Board Meeting, 6 PM DeSoto Campus</p>	<p>26 *Board Meeting, 6 PM Lake Placid Campus</p>	<p>26 *Board Meeting, 6 PM Highlands Campus</p>

*Tentative

2.0 Communications, Introductions, and Recognitions



OFFICE OF THE PRESIDENT

Item 2.1

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: NEW EMPLOYEE INTRODUCTIONS

Employee	Position	Supervisor	Hired
Rebecca McConnel	Community Relations Specialist	Deborah Latter	02/25/13
Peggy Becerra	Proctor, Testing/Assessment Center	Mary Ann Little	02/01/13
Michael Garcia	Reference Assistant	Lena Phelps	01/02/13

3.0 *Public Comment*

4.0 *Presentations*



OFFICE OF THE PRESIDENT

Item 4.1

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: STUDENT LIFE, ACTIVITIES, AND SERVICES PRESENTATION

The Student Government Association (SGA) leadership and other student clubs and organizations will introduce members and share high points of the academic year. Our academic and athletic teams are included.

SGA, College Clubs and Organizations

This has been a student-driven, fun-filled year as the students have celebrated old traditions and started new ones as well.

- Five new clubs began the 2012-13 year: Campus Christian Club (reactivated), Panther Cheer Club, Circle K of SFSC (Kiwanis), Students in Action for Farmworkers, and the Health Occupations Students of America (HOSA) club.
- Phi Theta Kappa, our honor society, has as its major service project, Relay for Life, benefitting the American Cancer Society. Each year PTK decorates an Angel Tree on campus to encourage donors for gifts to deliver to the Oaks Retirement Home in Avon Park. They also serve as ushers for the SFSC Young People's Theatre held on campus.
- This year the Drama Club volunteered for the Avon Park Harvest Festival, and for a production at Highlands Little Theater. They have promoted SFSC talent by sponsoring a variety show last fall, and they are sponsoring the annual talent show this spring. Twenty of the Drama Club members had the cultural opportunity to travel to Orlando and see the Broadway show WICKED.
- The Honors Program this year will have twelve graduates, who will be majoring in fields such as pre-med, engineering, education, and meteorology at top universities across the state, including FSC, UF, and Florida Southern College. The Honors Ambassadors have promoted the opportunities for high academic achievement at SFSC at every student orientation at the Highlands Campus.
- The SFSC Campus Christian Club is a non-denominational group that meets bi-monthly. They rang the bell for Salvation Army and will be attending a Christian Retreat in late April.

- The Student Dental Assisting Club has participated in the following events: SFSC Dental Cancer Screening event at SFSC, The Special Smiles Event (Special Olympics) at the Disney Wide World of Sports Complex Orlando, and a continuing Education Event (Crosstex) in Orlando, along with other events on and off campus.
- The Anime/Gaming Club has participated in several fundraisers this year. They have held laptop clean-ups and many luncheons. Fundraising is used as a primary source of funds to attend an annual convention. This year the club will be attending Khaotic Kon in May, which features Anime, Video games, and Sci-Fi.
- Phi Beta Lambda is the students' professional business organization designed to enhance the knowledge, skills, and abilities that are needed to succeed in the modern business world. In 2012/2013 the SFSC chapter was able to attend the Fall Leadership Conference and compete at both the district and state level. SFSC students placed top 5 in the state in several categories and two students finished second in the state earning them an invitation to represent Florida at the National Competition in California later this summer.
- The Communications Club rolled out a new website featuring a new design that showcases students' work. The students' work is now on display at: www.pantherpurr.net.
- SFSC Student Nursing Association students attended the following events: FNSA State Conference in Daytona; Lobby Days in Tallahassee; and the NSNA National Convention in North Carolina. Two SFSC students have a seat on the FNSA Board. Students have held several fundraisers; managed the first aid tent at the Sebring Airport Air Show and are planning on participating in the upcoming Relay for life.
- The International Students Organization sponsored or co-sponsored the following events: Hispanic Heritage Month Celebration, Black History Month Celebration. They also attended a conference at the University of South Florida "Stampede to Success" for transfer students, as well as other events on and off campus.
- The College Democrats participated in the following events: assisted with voter registration for 2012 Presidential Election, SFSC Black History Month by re-enacting the 'Bus Ride' of Rosa Parks, and their President will be attending the Florida College Democrats 2013 Spring Convention in Gainesville, FL.
- The College Republican Club at SFSC began fall semester 2012. Members participated in a variety of election activities on and off campus. They have raised over \$3,000.00 for their main activity during spring term and this national speaker, Steven Crowder, appeared on April 9 in the University Center Auditorium.
- The Art Club has been very active, visiting several Art Museums around the State and Country such as: the St. Pete Fine Arts and Dali Art Museums, Ringling Museum, and they also took a trip to New York City to visit various museums there. They had several fundraisers, such as soup bowl lunches, pottery and painting class, and art sales to raise money for their trips.

Academic Team – Brain Bowl

The Brain Bowl Team participated in several tournaments during fall 2012 and spring 2013, including trips to Valencia College, Florida Gateway College, and State College of Florida-Manatee/Sarasota. Among those tournaments were the National Association of Quiz Tournaments Sectional Meet and the Regional Brain Bowl Tournament hosted here at SFSC. Unfortunately, they did not advance to the Community College Championship Tournament or the State Brain Bowl Tournament. Lena Phelps, our SFSC librarian and State Brain Bowl advisor, was nominated to the FCAA Hall of Fame for her work over the past 10 years with the Brain Bowl Team on both the local and state levels.

Athletic Teams

Panther Student Athletes from Baseball, Softball and Volleyball teams will be presented by respective coaches and will introduce themselves. Coach Hitt, Athletic Director, will also share some season highlights.

Student Government Association

Besides the very active clubs, the E-Board (Executive Board) of the Student Government Association of SFSC planned and carried out wonderful events this year which inspired learning and fun. These included: End of Semester Party in the Fall and Spring with the Fall consisting of a Ping Pong Tournament, Pool Tournament, Ugly Sweater Contest, and Christmas themed movies, and the Spring will be a Casino Night with a Masquerade theme; Panther Pride, a pep rally designed to boost support for athletics and athletic involvement throughout the year; the open student forum with President Stephens; stay awake breakfasts before exams; state leadership conference; intramural football, basketball, and soccer; College Week , a weeklong series of events that was participated in by over 20 teams comprised of students and faculty/staff members that ended with recognition of an overall champion; fall and spring club rush to encourage student participation in organizations; student body meetings on the first Wednesdays and general SGA Council meetings on the remaining Wednesdays.

5.0 Consent Agenda Action Items



OFFICE OF THE PRESIDENT

Item 5.0

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

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.

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	5.3.2 Carl D. Perkins Postsecondary Career and Technical Education - \$173,738	31
	5.3.3 National Farmworker Jobs and Education Program - \$258,392	32
	5.3.4 Adult Geographic Education - \$238,425	33
	5.3.5 Highlands EL/Civics - \$53,082	34
	5.3.6 Hardee EL/Civics - \$21,654	35
	5.3.7 State Touring Grant - \$7,600	36
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5.4	Operating Actions	
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	5.4.3 Property Deletion & Disposal	41



OFFICE OF THE PRESIDENT

Item 5.1

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: PERSONNEL ACTIONS

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

I. APPOINTMENTS, FULL-TIME CAREER SERVICE STAFF:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Farmer, Amanda*	Proctor, Testing/Assessment Center	04/24/13
McGann, Sara	Staff Assistant II, Bioenergy Program**	04/01/13

* Transferred from part-time TLC Assistant
**Grant-funded position

II. APPOINTMENTS, FULL-TIME PROFESSIONAL STAFF:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Miller, Summer	Coordinator, Public Relations	04/08/13

III. RESIGNATIONS/TERMINATIONS:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Mitil, Maria	Proctor, Testing/Assessment Center	04/23/13

IV. RETIREMENTS:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Hale, David	Registration Specialist	06/30/13

V. REAPPOINTMENTS, FULL-TIME PROFESSIONAL STAFF, 2013-14:

Arpasi, Cheryl	Cleghorn, Diana
Bello, Kimberly	Cortazal, Manuel*
Bruns, David	Crawford, Kimberly
Butcher, Evelyn	Croft, Nicholas
Carter Jr, Benjamin*	Cuencas, Edwin*
Cartwright, Susan*	Diaz, Axel
Castanon, Irene*	Doctrow, Mollie

Elders, Theresa
 Falla, Carlos
 Flemming, Sureka
 Ford, Irosnelly*
 Gray, Junior
 Green, Courtney
 Gutierrez, Deborah
 Hackney, Deborah*
 Hall, Michele
 Hampton Jr, Robert
 Hancock, Jane
 Hangle, Clifford
 Hemler Jr, Charles
 Heston, Michele
 Hintz, Lynn
 Hitt, Richard
 Hood, Lynne
 Islas, Fernando
 Jackson, Loretta
 Jackson, Melanie
 Jefferies, Tara*
 Johnson, Susie
 Jones, Sharon
 Jordan, Pamela
 Key, Lorrie
 Kovacs, William
 Lewis, Diane
 Little, MaryAnn
 Long, Trevor
 Loweke, Keith
 Lynch, Lindsay
 Maddox, Callie

Mathy, Maria
 Mathy, Robert
 Merritt, Richard
 Morey, Richard
 Negron, Christian
 Noel, Steven
 Oates, John
 Pantoja, Jannice
 Pantoja, Ricardo*
 Peavy, Richard
 Polk, Andrew
 Puckorius, Mary
 Rafatti, Colleen
 Ramirez, Beatriz
 Randall, Ronald
 Rawlings, Ryan
 Rios, Elisavet
 Schmidt, Kristini*
 Schuler, Sharon
 Shanklin, Deanne
 Simmons, Joyce
 Smith, Lorrie
 Thomas, Gaylin
 Turke, Sandra
 Turner, Sylvia
 Wheaton, Janet
 Wilder, Laura
 Williams, Amy*
 Wolfe, Mary
 Wright, Deena*
 Zelenenki, Susan

*Grant or Special Funded Position

VI. REAPPOINTMENTS, FULL-TIME CAREER STAFF, 2013-14:

Allison, Deborah
 Altamirano, Joselito
 Atiga, Norvillo
 Baker, Andrea
 Barone, Mary
 Bates, Wanita
 Beers, Rachel
 Beiner, Vidya
 Benn, Kathleen
 Bennett, Ashley
 Blandin, Katrina
 Boden, Patricia
 Campbell, Barbara
 Carden, Denise

Caro, Santiago
 Chaffin-Miller, Angela
 Clark, Larry
 Colquitt, Clayton
 Cox, Stephanie
 Donglasan, Herbert
 Dow, Amy
 Edwards, Greg
 Ellis, Sandra
 Errico, Shirley
 Espiritu, Elmer
 Farmer, Mitzi
 Ferguson, Ella Jane
 Fernandez, Tito

Feyerharm-Sconyers, Jill
 Fisher, Cheryl
 Garcia, Michael
 Garza, Esperanza
 Glaser, Joshua
 Gonzales, Tina
 Goulette, Susan
 Haralson, Shawn
 Harris, Devra
 Heston, Elizabeth
 Hutzelman, Mary
 Imsdahl, Nat
 Jackson, Alan
 Jaurigue-Danta, Wilnoreann
 Jessiman, Pamela
 Johnson-Decarie, Lisa
 Kramer, Joann
 Lewis, Cathy
 Martin Jr., Eugene
 McAfee, Thomas
 Meyers, Ralph
 Mobley, Preston
 Moody, Melanie
 Morton, Richard
 Mullins, Gary
 Muro, Manuel
 Noonon, Angela
 Nott, Kelly
 O'Meara, Daniel
 Ortiz, Minerva*
 Osborne, Tracey
 Parish, David
 Prentice, John
 Ramnarain, Govindah
 Ramos, Gregorio

Ramos, Nicolas
 Rawlings, Dee Etta
 Redick, Lauren
 Rodriguez, Rita*
 Rosam, Randy
 Rose, Cindy
 Salmon, Winifred
 Sanchez, Maria
 Sarmiento-Noriega, Piedad
 Sawyer, Deborah
 Schubert, Heather
 Scott, Keith
 Shanklin, David
 Shannon, Princess
 Short, Janet
 Shuler, Subrina
 Simpson, Lamar
 Smalley, Renee
 Smith, Chase
 Snow, Donna
 Snow, John
 Snow, Tammy
 Socarras, Nelson
 Stanton, Barbara
 Teope, Hansel
 Tillman, Jacqueline*
 Torres, Nelson*
 Urmann, Sandra*
 Vestal, Pamela
 Volpitta, Susan
 Weyrauch, June
 Wheaton, Brian
 Woodhouse, Candice
 Wyatt, Karla

*Grant or Special Funded Position

VII. ADJUNCT FACULTY, 2012-13, ACADEMIC YEAR AS NEEDED:

<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Backo, Autumn	English	II

SUGGESTED MOTION:

Move to approve the personnel recommendations as presented.



OFFICE OF THE PRESIDENT

Item 5.2.1

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: AFFILIATION AGREEMENT – THE PALMS OF SEBRING

Approval is requested to enter into a **new** affiliation agreement between South Florida State College (SFSC) Medical Assisting program and The Palms of Sebring. This agreement will allow medical assisting students the opportunity to participate in a long term care clinical setting that offers experience in both clinical and administrative duties.

SUGGESTED MOTION:

Move to approve entry into a new affiliation agreement with The Palms of Sebring as presented.



OFFICE OF THE PRESIDENT

Item 5.2.2

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: CONTRACTS FOR PRIVATE ATTORNEY SERVICES 2013-2014

Approval is requested from the SFSC District Board of Trustees to enter into a contract for the July 1, 2013 through June 30, 2014 year with the firm currently engaged to represent South Florida State College as needed for labor issues. We have been pleased with the services provided by and Allen, Norton & Blue, P.A.

This firm has agreed to continue to provide services under the same terms and at the same rates as in 2012-2013. Summary data follows:

Annual Retainer	\$500.00
Hourly Rates:	
• W. Reynolds Allen & Partners	\$200.00
• Associates	\$200.00
• Paralegals	\$ 85.00

SUGGESTED MOTION:

Move to approve contracting for continued legal services with Allen, Norton, & Blue, P.A. for the 2013-2014 fiscal year under the terms and rates listed above.



OFFICE OF THE PRESIDENT

Item 5.3.1

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: GRANT APPLICATION – CARL D. PERKINS RURAL AND SPARSELY
POPULATED

Approval is requested for submission and acceptance, if funded, of the following described grant proposal:

Title: Carl D. Perkins Rural and Sparsely Populated

Source: Florida Department of Education

Amount: \$91,072.00

Description: Funds will be used to enhance technical and applied sciences programs, such as Radiography and Allied Health. Expenditures will include purchasing supplies and equipment, training needs, and personnel. This is a slight increase in allocation over the 2012-2013 amount.

SUGGESTED MOTION:

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



OFFICE OF THE PRESIDENT

Item 5.3.2

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: GRANT APPLICATION – CARL D. PERKINS POSTSECONDARY CAREER AND
TECHNICAL EDUCATION

Approval is requested for submission and acceptance, if funded, of the following
described grant proposal:

Title: Carl D. Perkins Postsecondary Career and Technical Education
Source: Florida Department of Education
Amount: \$173,738.00
Description: Funds will be used to supplement and enhance the growth of technical
programs such as Allied Health, and Business. Expenditures will
include purchase of additional simulation scenarios and cardiac
monitors for the national accreditation of the EMS program as well as
a fetal monitoring and labor progress model to establish better
obstetric simulation experiences and an updated simulation trainer for
nursing labs. This is funded at \$54,000 less than the 2012-2013 level.

SUGGESTED MOTION:

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



OFFICE OF THE PRESIDENT

Item 5.3.3

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: GRANT APPLICATION – NATIONAL FARMWORKER JOBS AND EDUCATION
PROGRAM

Approval is requested for submission and acceptance, if funded, of the following described grant proposal:

Title: National Farmworker Jobs and Education program

Source: Florida Department of Education

Amount: \$258,392.00

Description: This is a continuation of the current NFJEP project at SFSC, which provides financial support for migrant and seasonal farmworkers who wish to upgrade their employability skills and enter careers outside of farm work. This program serves residents in all three counties. The 2013-2014 allocation is a \$27,000 increase over the 2012-2013 amount.

SUGGESTED MOTION:

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



OFFICE OF THE PRESIDENT

Item 5.3.4

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: GRANT APPLICATION – ADULT GEOGRAPHIC EDUCATION

Approval is requested for submission and acceptance, if funded, of the following described grant proposal:

Title: Adult Geographic Education
Agency: Florida Department of Education
Amount: \$238,425.00
Description: Funding to provide Adult Basic Education and GED classes to students 16 and older in Highlands County. The grant funds personnel, instructional materials, supplies, and testing for close to 1,000 students annually. This year the project will be funded at \$35,000 more than 2012-2013.

SUGGESTED MOTION:

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



OFFICE OF THE PRESIDENT

Item 5.3.5

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: GRANT APPLICATION – HIGHLANDS EL/CIVICS

Approval is requested for submission and acceptance, if funded, of the following described grant proposal:

Title: Highlands EL/Civics
Agency: Florida Department of Education
Amount: \$53,082.00
Description: Funding to provide English literacy and civics education courses for students 16 and older whose first language is not English. This project serves only students in Highlands County. The budget covers, personnel, instructional materials, and student testing.

SUGGESTED MOTION:

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



OFFICE OF THE PRESIDENT

Item 5.3.6

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: GRANT APPLICATION – HARDEE EL/CIVICS

Approval is requested for submission and acceptance, if funded, of the following described grant proposal:

Title: Hardee EL/Civics

Agency: Florida Department of Education

Amount: \$21,654.00

Description: Funding to provide English literacy and civics education courses for students 16 and older whose first language is not English. This project serves only students in Hardee County. The budget covers, personnel, instructional materials, and student testing.

SUGGESTED MOTION:

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



OFFICE OF THE PRESIDENT

Item 5.3.7

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: GRANT APPLICATION – STATE TOURING GRANT

Approval is requested for submission and acceptance, if funded, of the following described grant proposal:

Title: State Touring Grant
Agency: Florida Division of Cultural Affairs
Amount: \$7,600.00
Description: Funding from the Florida Department of State to assist with 1/3 of the booking fees associated with scheduling the Orlando Philharmonic to perform in the 2013-2014 Artist Series.

SUGGESTED MOTION:

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



OFFICE OF THE PRESIDENT

Item 5.3.8

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: GRANT APPLICATION – HEALTH SERVICE GRANT

Approval is requested for submission and acceptance, if funded, of the following described grant proposal:

Title: Health Service Grant
Agency: Highlands County District Hospital Board
Amount: \$12,000
Description: If funded, SFSC Dental Hygiene students will provide *pro bono* dental hygiene services to high-need residents of Highlands County. Special efforts will be directed at establishing programs that focus on clinical dental hygiene services for children under the age of eighteen. Some funds will also be used for special projects and programs during participation in Children's Dental Health Month, updating the children's media center, and children's dental education materials.

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: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: MONTHLY ACCOUNTS PAYABLE/PAYROLL WARRANT SUMMARY

Attached for your review are the graphs and a summary of revenues and expenditures for the current unrestricted fund of the College through February 2013.

The law requires that warrants be approved and made available for review. Detailed information on all disbursements for March 2013 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:								
	2012/2013 Checks		2012/2013 Electronic Payments		2012/2013 P-Card		2012/2013 Totals	
	No.	Amount	No.	Amount	No.	Amount	No.	Amount
July	423	\$443,239.69	103	\$482,889.49	171	\$65,495.76	697	\$991,624.94
Aug	283	735,501.69	237	510,106.92	338	162,190.59	858	\$1,407,799.20
Sept	337	308,610.83	247	453,562.11	495	167,583.07	1079	\$929,756.01
Oct	1840	1,852,033.70	376	795,677.87	570	205,399.36	2786	\$2,853,110.93
Nov	394	338,510.14	283	389,129.28	614	166,860.26	1291	\$894,499.68
Dec	265	281,442.37	197	594,680.01	557	172,558.36	1019	\$1,048,680.74
Jan	328	464,596.35	293	300,634.64	436	171,671.32	1057	\$936,902.31
Feb	1634	1,705,179.05	308	809,335.50	501	193,126.25	2443	\$2,707,640.80
March	375	503,135.80	257	470,789.60	563	184,367.76	1195	\$1,158,293.16
April								\$0.00
May								\$0.00
June								\$0.00
Totals	5879	\$6,632,249.62	2301	\$4,806,805.42	4245	\$1,489,252.73	12425	\$12,928,307.77

Payroll:								
	2012/2013 Checks		2012/2013 Electronic Payments				2012/2013 Totals	
	No.	Amount	No.	Amount			No.	Amount
July	38	\$48,213.74	489	\$826,003.42			527	\$874,217.16
Aug	31	41,242.51	388	808,659.83			419	849,902.34
Sept	23	34,785.27	385	795,297.76			408	830,083.03
Oct	27	35,475.18	427	853,935.63			454	889,410.81
Nov	27	35,323.35	456	866,273.38			483	901,596.73
Dec	37	51,674.67	464	896,297.27			501	947,971.94
Jan	27	36,334.35	434	807,416.48			461	843,750.83
Feb	36	38,153.49	440	818,107.86			476	856,261.35
March	45	34,142.87	453	827,452.51			498	861,595.38
April								0.00
May								0.00
June								0.00
Totals	291	\$355,345.43	3936	\$7,499,444.14			4227	\$7,854,789.57

Accounts Payable:						
	2011/2012			2012/2013		
	# Checks	Monthly Total	Cumulative Total	# Checks	Monthly Total	Cumulative Total
July	773	\$1,173,255.06	\$ 1,173,255.06	697	\$991,624.94	\$ 991,624.94
August	931	1,127,041.94	2,300,297.00	858	1,407,799.20	\$ 2,399,424.14
September	2,490	2,950,002.12	5,250,299.12	1,079	929,756.01	\$ 3,329,180.15
October	1,335	1,078,307.88	6,328,607.00	2,786	2,853,110.93	\$ 6,182,291.08
November	1,263	1,001,779.38	7,330,386.38	1,291	894,499.68	\$ 7,076,790.76
December	960	1,183,794.99	8,514,181.37	1,019	1,048,680.74	\$ 8,125,471.50
January	951	980,640.15	9,494,821.52	1,057	936,902.31	\$ 9,062,373.81
February	2,601	2,841,561.56	12,336,383.08	2,443	2,707,640.80	\$ 11,770,014.61
March	1,115	1,133,165.55	13,469,548.63	1,195	1,158,293.16	\$ 12,928,307.77
April	1,091	847,255.67	14,316,804.30			
May	1,114	1,220,252.44	15,537,056.74			
June	1,249	1,204,580.41	16,741,637.15			
Totals	15,873	\$16,741,637.15		12,425	\$12,928,307.77	

Payroll:						
	2011/2012			2012/2013		
	# Payments	Monthly Total	Cumulative Total	# Payments	Monthly Total	Cumulative Total
July	533	\$870,003.03	\$870,003.03	527	\$874,217.16	\$874,217.16
August	444	859,872.19	1,729,875.22	419	849,902.34	1,724,119.50
September	461	833,912.70	2,563,787.92	408	830,083.03	2,554,202.53
October	493	869,529.05	3,433,316.97	454	889,410.81	3,443,613.34
November	518	873,578.43	4,306,895.40	483	901,596.73	4,345,210.07
December	516	927,854.65	5,234,750.05	501	947,971.94	5,293,182.01
January	515	879,647.65	6,114,397.70	461	843,750.83	6,136,932.84
February	488	867,437.60	6,981,835.30	476	856,261.35	6,993,194.19
March	486	860,849.11	7,842,684.41	498	861,595.38	7,854,789.57
April	513	905,826.05	8,748,510.46			
May	512	908,552.96	9,657,063.42			
June	406	874,167.53	\$ 10,531,230.95			
Totals	5885	\$10,531,230.95		4227	\$7,854,789.57	



OFFICE OF THE PRESIDENT

Item 5.4.2

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: DONATION OF PAINTINGS

Request approval to accept a donation of paintings for SFSC's Museum of Florida Art and Culture (MOFAC) from Mrs. Anne Reynolds:

- 1) Osceola, by James Hutchinson valued at \$125
- 2) Holata Micco (Billy Bowlegs), by James Hutchinson valued at \$125
- 3) Coacoochee, by James Hutchinson valued at \$125
- 4) Halpatter Tustinugee, by James Hutchinson valued at \$125

SUGGESTED MOTION:

Move to accept the donation of 4 paintings for SFSC's Museum of Florida Art and Culture from Mrs. Anne Reynolds.



OFFICE OF THE PRESIDENT

Item 5.4.3

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: PROPERTY DELETION AND DISPOSAL

Authorization is requested to delete items on the attached list of equipment totaling **\$33,968.20** from SFSC property records. These items have either been salvaged, are beyond repair, or are obsolete. The items will be held in storage until their disposal.

SUGGESTED MOTION:

Move to authorize deletion of items presented on attached list from property records.

South Florida State College
Disposal Items
Apr-13

Tag #	Date Purchased	Description	Cost	Condition Code
3361	1/11/1979	Air-lift Scaffold 36' Telescopic Platform	\$5,105.00	Poor
5674	6/17/1987	Refrigerator/Freezer Simulator	\$6,860.24	Poor
5675	6/17/1987	Heat Pump Technology/Simulator	\$3,139.76	Poor
5920	6/16/1988	Alignment Rack	\$4,100.00	Poor
7716	1/14/1992	Sensor Translation Processor	\$4,175.00	Poor
11910	6/28/2000	Quantum Plus 1.5-ton Puron Heat Pump	\$1,300.00	Poor
13285	10/29/2013	Ultrasonic Cleaner	\$1,334.90	Poor
13289	1/13/2003	Scaler	\$1,286.25	Poor
13290	1/13/2003	Scaler	\$1,286.25	Poor
13291	1/13/2003	Scaler	\$1,286.25	Poor
13294	1/13/2003	Scaler	\$1,286.25	Poor
13297	1/13/2003	Scaler/Polisher	\$2,808.30	Poor
TOTAL			\$33,968.20	

6.0 Planning and Policy Issues



OFFICE OF THE PRESIDENT

Item 6.1.1

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. *N. Stephens*

SUBJECT: POLICY IMPLEMENTATION: POLICY 1.03 ACCREDITATION

It is recommended that DBOT Policy 1.03 Accreditation be amended to update language related to notification of SACSCOC when the College seeks substantive changes in its accreditation.

A proposed amendment is offered for consideration.

SUGGESTED MOTION:

Move to approve changes to Policy 1.03 Accreditation as presented.

**SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES POLICIES**

POLICY NO. 1.03

TITLE: ACCREDITATION

LEGAL AUTHORITY: FLORIDA STATUTES: 1000.21, 1001.64, 1004.65

OFFICE OF PRIMARY RESPONSIBILITY: PRESIDENT'S OFFICE

South Florida State College, as an accredited institution of higher education, will maintain accreditation with the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) and will comply with all criteria and requirements therein stipulated. Various programs may also have discipline- or program-specific accreditation.

The college shall notify SACSCOC of substantive changes as defined under federal regulations and, when required, seek approval for the initiation of such changes. The Board authorizes and directs the president or designee to establish a procedure to report substantive changes in a timely fashion.

South Florida State College is recognized by Florida Statute and by the Florida Board of Education and is, therefore, eligible to receive state funding support.

HISTORY: Last Revised x/xx/xx

Issued by District Board of Trustees: 11/28/01

Reviewed: 7/01/04, 7/01/07, 7/01/2012, 6/27/12

Revised: 9/23/09, x/xx/xx



OFFICE OF THE PRESIDENT

Item 6.2.1

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: POLICY DEVELOPMENT: 1.10 EQUAL OPPORTUNITY

It is recommended that DBOT Policy 1.10 Equal Opportunity be updated to include ethnicity as a prohibited discrimination, and to include language requiring the prominent display of current SFSC equity coordinators.

SUGGESTED MOTION:

Move to table consideration of changes to Policy 1.10 Equal Opportunity as presented.

**SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES POLICIES**

PROPOSED

POLICY NO. 1.10

TITLE: EQUAL OPPORTUNITY

LEGAL AUTHORITY: FLORIDA STATUTES: 1000.05, 1001.64

OFFICE OF PRIMARY RESPONSIBILITY: PRESIDENT'S OFFICE/
EQUITY OFFICERS

South Florida State College (SFSC) will comply with the provisions of the Florida Educational Equity Act and all other applicable state and federal laws, rules, regulations, and executive orders by establishing procedures to ensure that no applicant, employee, or student is illegally or inappropriately discriminated against because of race, color, religion, gender, national origin, ethnicity, age, disability, marital status, political affiliation, sexual orientation, or genetic information in admission to, or employment in, any of its education programs or activities.

Notification of the current equity coordinator(s) and contact information will be posted and prominently displayed for applicants, students and employees.

HISTORY: Last Revised 9/26/12 x/xx/xx

Issued by District Board of Trustees: 8/10/84

Reviewed: 7/01/07, 7/22/09, 6/27/12

Revised: 4/10/86, 1/22/02, 7/01/04, 9/26/12, x/xx/xx



OFFICE OF THE PRESIDENT

Item 6.2.2

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: POLICY DEVELOPMENT: 5.04 PERFORMANCE REVIEW

It is recommended that DBOT Policy 5.04 Performance Review be updated to be in compliance with the State Board of Education Rule 6A-14.0411 addressing employment of full-time faculty.

SUGGESTED MOTION:

**Move to table consideration of changes to Policy 5.04
Performance Review as presented.**

**SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES POLICIES**

POLICY NO. 5.04

TITLE: PERFORMANCE REVIEW

LEGAL AUTHORITY: FLORIDA STATUTES: 1001.64, 1001.65
STATE BOARD OF EDUCATION RULES: 6A-14.0411,
6A-14.0261, 6A-14.047

OFFICE OF PRIMARY RESPONSIBILITY: VICE PRESIDENT FOR ADMINISTRATIVE
SERVICES/HUMAN RESOURCES

All college personnel filling regularly established positions shall have their performance reviewed at least once during each fiscal year. ~~in a manner approved by the president.~~

Each official performance review of an employee shall be documented and become a part of that employee's official personnel ~~file~~ record.

The president is authorized to develop procedures for the performance review of all college personnel.

HISTORY: Last ~~Reviewed 6/27/12~~ Revised x/xx/xx

Issued by District Board of Trustees: 8/10/84

Reviewed: 7/1/04, 7/1/07, 7/22/09, 6/27/12

Revised: 8/17/89, 1/22/02, x/xx/xx



OFFICE OF THE PRESIDENT

Item 6.2.3

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: POLICY DEVELOPMENT: 5.07 EMPLOYMENT AGREEMENTS

It is recommended that DBOT Policy 5.07 Employment Agreements be updated to be in compliance with the State Board of Education Rule 6A-14.0411 addressing employment of full-time faculty.

SUGGESTED MOTION:

**Move to table consideration of changes to Policy 5.07
Employment Agreements as presented.**

**SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES POLICIES**

POLICY NO. 5.07

TITLE: EMPLOYMENT AGREEMENTS

LEGAL AUTHORITY: FLORIDA STATUTES: 1001.02, 1001.64, 1012.83, 1012.855, 1012.885, 1012.886
STATE BOARD OF EDUCATION RULES: 6A-14.041, 616A-14.0411

OFFICE OF PRIMARY RESPONSIBILITY: VICE PRESIDENT FOR ADMINISTRATIVE SERVICES/
HUMAN RESOURCES

The Board approves all full-time employment and grants authority to the president to issue contracts and other employment agreements. The president shall establish procedures for the recommendation of individuals for employment.

Types of employment agreements:

A. Annual contracts/appointments

1. Formal Annual contracts shall be issued to full-time administrators, including the president, in accordance with Florida Statutes and State Board of Education Rules, subject to annual reappointment or contract extension.
- ~~1.2.~~ Formal contracts shall be issued to full-time and faculty instructional staff not on continuing contract status and shall not exceed twelve consecutive calendar months, subject to annual reappointment.-
2. Full-time Professional and career staff shall be appointed to a period not to exceed twelve calendar months within a fiscal year, subject to annual reappointment. on an annual basis.
3. A contract or employment agreement for employees on annual contract/appointment shall not create the expectancy of employment beyond the term of the contract. Non-renewal of a contract shall not entitle the person to the reasons for non-renewal or to a hearing in accordance with Florida Statutes and State Board of Education Rules. In accordance with the terms of the annual contract, no legal cause shall be required by the Board in the event the employee is not reemployed after completion of the current contract.

B. Continuing contracts for full-time faculty

Upon recommendation of the president , and based upon successful performance of duties, demonstration of professional competence, and the needs of the college, formal continuing contracts may be granted to employees in full-time faculty positions by the

Board and issued in accordance with Florida Statutes and State Board of Education Rules. Each employee issued a continuing contract shall be entitled to continue in his or her respective full-time faculty position without the necessity for annual nomination or reappointment until the individual resigns from employment; except for termination of employment; return to annual contract; upon consolidation, reduction, or elimination of a program; or restriction of the required duties of a position. to instructional personnel.

To be eligible to receive or maintain a continuing contract, full-time faculty shall meet the following minimum requirements:

1. Complete at least five (5) years of satisfactory and continuous service as a full-time faculty member. Satisfactory service in other regionally accredited institutions of higher learning may be considered, but at least three years must be at South Florida State College. The entire period shall not exceed seven (7) years at South Florida State College.~~in a regionally accredited higher education institution of which at least three (3) years of continuous service as a full-time faculty member shall be at SFSC, and the entire period shall not exceed seven (7) years at SFSC.~~
2. Meet the following annual performance review and student success criteria:
 - a. Quantifiable measured effectiveness in the performance of faculty duties as documented on annual performance and program reviews
 - a. ~~Satisfactory student success.~~
 - b. ~~Satisfactory feedback on student evaluations of instruction.~~
 - c. ~~Successful passing rates on state and national industry certification examinations when such examinations are required for employment or continuing education.~~
 - d.b. Participation in Continuing professional development; activities.
 - e.c. Currency and competence in scope of subject matter knowledge.
 - f.d. Satisfactory feedback from students, colleagues, and employers of former students when appropriate.
 - e. Participation in Satisfactory service to the department, and college, and community.
 - f. Service in a position expected to be needed long term
 - g. Obtain and maintain educational qualifications and professional certifications required for the position activities.
 - h. Participation in community service and/or professional activities.~~Satisfactory student success;~~

The president shall ensure is authorized to work with the faculty participation in the to establishment of appropriate criteria for measuring student success. Such criteria shall be recommended to the Board of Trustees for their consideration. Any changes to such criteria shall require approval of the Board. Such criteria shall be used in the annual performance review of faculty and in the periodic review of academic and student service programs.

To provide for full-time faculty currently in continuing contract track positions, faculty who have successfully completed three (3) or more years of qualified service at SFSC may be recommended for continuing contract during the 2012-13, 2013-14, and 2014-2015 fiscal years.

The president is authorized to develop administrative procedures related to the granting and maintaining of continuing contracts for full-time faculty.

C. Contracts for instructional personnel in grant and special programs

Instructional personnel in grant and special-funded programs may be issued an annual contracts relative to the terms of the grant or special-funded program. The Board may establish full-time faculty positions that are not eligible for continuing contracts when funding for such positions is temporary or uncertain. Employees in grant or special-funded programs shall not be guaranteed further employment beyond the duration of the contract or funding source. No contracts in such positions shall exceed three (3) years.

D. Administrative leave from continuing contract

Any full-time faculty employee holding a continuing contract who accepts an offer of annual employment in a capacity other than that in which the continuing contract was awarded may be granted an administrative leave of absence for up to one year.

E. Part-time employment

Employees filling regularly established and temporary part-time positions (including adjunct instructor positions) serve at the will of the College and have no continuing employment agreement rights.

F. Appointment schedule

The ~~District~~ Board shall ~~approve~~ consider ~~contracts and employment agreements for reappointment of full-time~~ administrative, ~~instructional, faculty,~~ professional, and career personnel as follows:

1. New hires – ~~at the~~ next Board meeting.
2. Annual reappointments for existing full-time employees:
 - a. President-January Board meeting
 - b. President's Staff- February Board meeting
 - c. Other administrative staff and instructional personnel- March Board meeting
 - d. Professional and career staff- April Board meeting

~~Employees under grant or special-funded programs shall not be guaranteed further employment beyond the duration of the particular grant or special-funded program.~~

HISTORY: Last ~~Reviewed 6/27/12~~ Revised x/xx/xx

Issued by District Board of Trustees: 8/10/84

Reviewed: 7/1/04, 7/1/07, 7/22/09, 6/27/12

Revised: 12/19/01, ~~x/xx/xx~~



OFFICE OF THE PRESIDENT

Item 6.2.4

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: POLICY DEVELOPMENT: 5.23 PROHIBITION AGAINST DISCRIMINATION

It is recommended that DBOT Policy 5.23 Prohibition Against Discrimination be updated to reflect changes recommended by the Florida Department of Education after review of the annual Equity Plan Report.

SUGGESTED MOTION:

Move to table consideration of changes to Policy 5.23 Prohibition Against Discrimination as presented.

**SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES POLICIES**

POLICY NO. 5.23

TITLE: PROHIBIT~~ED~~ ~~ION AGAINST~~ DISCRIMINATION

LEGAL AUTHORITY: TITLE VII (42 U.S.C. Sec. 2000 e-2)
TITLE IX (20 U.S.C. 1681)
FLORIDA STATUTE 1001.64

OFFICE OF PRIMARY RESPONSIBILITY: VICE PRESIDENT FOR ADMINISTRATIVE
SERVICES/
HUMAN RESOURCES

South Florida State College is committed to providing an educational and work environment free from harassment and prohibited discrimination based on such factors as race, color, religion, gender, national origin, ethnicity, age, disability, marital status, political affiliation, sexual orientation, or genetic information. ~~gender, race, color, age, religion, national origin, disability, and marital status.~~

The college will not tolerate ~~illegal or improper prohibited~~ harassment or discrimination of its applicants, employees or students by employees, students, or vendors and will attempt to protect its students and employees from non-student or non-employee harassment.

Each complaint of harassment or discrimination that is reported to a college official shall be investigated thoroughly, promptly, and with an emphasis on confidentiality. Retaliation against any applicant, employee or student for making a complaint or reporting harassment will not be tolerated.

The president is authorized to create and maintain procedures for prompt corrective action up to and including termination of employment for employees or dismissal from the educational program for students consistent with due process.

Harassment or discrimination includes:

- A. Any slurs, innuendoes, or other verbal or physical conduct reflecting on an individual's race, ~~ethnic background, gender, religion, disability condition, or age~~ color, religion, gender, national origin, ethnicity, age, disability, marital status, political affiliation, sexual orientation, or genetic information which has the purpose or effect of creating an intimidating, hostile, or offensive educational or work environment; has the purpose or effect of unreasonably interfering with the individual's work or school performance or participation; or otherwise adversely affects an individual's employment or educational opportunities.

- B. The denial of, or the provision of, aid, benefits, grades, rewards, employment, faculty assistance, services, or treatment on the basis of sexual advances or requests for sexual favors.
- C. Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when submission to such conduct is made either explicitly or implicitly a term or condition on an individual's employment or education; submission to or rejection of such conduct is used as a basis for educational or employment decisions affecting the individual; or such conduct has the purpose or effect of unreasonably interfering with an individual's work or educational performance or creating an intimidating, hostile, or offensive working or educational environment.

The president shall establish ~~a~~ procedures for ~~potential redress of~~ college personnel and students who wish to file a complaint dealing with alleged harassment and/or discrimination. The president will ensure that these procedures and any related notices include the name(s) or titles(s), complete telephone number, and mailing address of the individual(s) responsible for handling the concerns of applicants, students, or employees who feel they have been harassed or discriminated against.

~~Bad faith claims of sexual, racial, or other illegal or improper harassment:~~

Bad faith claims of ~~sexual, racial, or other~~ illegal or improper harassment are claims made when the person making the claim knows the claim is false but makes it anyway. Persons who make bad faith claims under this subsection will be subjected to disciplinary action up to and including termination of employment or dismissal from the educational program.

HISTORY: Last ~~Reviewed 6/27/12~~ Revised: x/xx/xx

Issued by District Board of Trustees: 5/20/90

Reviewed: 7/1/04, 7/1/07, 7/22/09, 6/27/12

Revised: 12/19/01, 1/28/04, x/xx/xx

7.0 Academic and Student Matters



OFFICE OF THE PRESIDENT

Item 7.1

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: CURRICULUM PROPOSAL

Consideration of the following curriculum proposal is requested:

COURSE MODIFICATION:

AST 1002L – Descriptive Astronomy Lab

Add “MAC 1105 – College Algebra” to course’s prerequisite. Students are struggling with lab work that requires basic algebra. This prerequisite will enhance student success in AST 1002L.

SUGGESTED MOTION:

Move to approve curriculum proposal as presented.



OFFICE OF THE PRESIDENT

Item 7.2

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: LETTER OF INTENT FOR ACADEMIC PROGRAMS

Request authorization to submit a Letter of Intent to initiate two new baccalaureate and two new associate in science degrees to the Office of the Chancellor for the Florida College System. The new programs will include the following:

Baccalaureate

Bachelors of Science in Nursing

Bachelors of Science in Elementary Education

Associate/Certificate

Associate of Science in Biofuels Technology with Biofuels Technology
Certificate

Associate of Science in Agricultural Biomass Production with Agricultural
Biomass Production Certificate

SUGGESTED MOTION:

Move to authorize submission of a Letter of Intent to initiate new baccalaureate and associate degrees to the Florida College System as presented.

8.0 Purchasing and Other Action Items



OFFICE OF THE PRESIDENT

Item 8.1

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: ARCHITECTURAL/ENGINEERING (A/E) FIRM SELECTION

Fire Fighting and Fire Science Technology

Three well qualified Architectural/Engineering (A/E) firms gave presentations to the appointed selection committee on April 1, 2013, resulting in the following ranking:

1. Furr & Wegman Architects, P.A.
2. Swilley Curtis Mundy Hunnicutt Associates Architects
3. Elements Architects/Interior Designers

Approval of the ranking is recommended, as well as approval to negotiate and enter into a contract with a ranked firm in accordance with Florida Statutes Architectural/Engineering selection procedures (negotiate with #1 until agreement is reached. If not, move to #2, and so on).

SUGGESTED MOTION:

Move to approve the ranking of the A/E firms as presented and authority to negotiate a contract accordingly.



OFFICE OF THE PRESIDENT

Item 8.2

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: EQUITY PLAN UPDATE

In compliance with the Florida Educational Equity Act (§1000.05, Florida Statutes (F.S.)) and the Florida College System Employment Equity Accountability Program (§1012.86 (F.S.)), South Florida State College maintains a comprehensive equity plan which documents the college's continual efforts to address areas of underrepresentation of minorities in its academic programs, activities, and employment. The plan is updated annually and submitted to the Office of Equity and Civil Rights Compliance, Division of Florida Colleges, Florida Department of Education.

The plan articulates several measurable goals and objectives related to promoting diversity and ensuring equal access and opportunity for admission to and employment in educational programs and activities; corresponding strategies and timelines for accomplishing these goals and objectives are provided. The report also furnishes a thorough description of the process for reviewing policies and procedures related to equal opportunity, non-discrimination, and employment accountability as prescribed in the aforementioned statutes. Included in these descriptions is the procedure for granting continuing contract status to faculty-and evaluating the college president and other senior level administrative staff.

The process used to prepare SFSC's Annual Equity Update Report entails extensive coordination, data and information collection, analysis and input from several key college faculty, staff, and administrators. The plan is submitted in electronic and hard copy formats to the Director, Equity and Civil Rights Compliance, Division of Florida Colleges, Florida Department of Education. It subsequently undergoes a thorough review to ensure compliance; recommendations for improvement, if required, are provided to the college.

The report is forwarded to the President of the Senate and to the Speaker of the House of Representatives, each year, to provide a system-wide progress report on equity and access.

The presentation of the Equity Plan Update report at the April 24, 2013 meeting of SFSC's District Board of Trustees includes the college's responses to recommendations from 2012 and seeks the board's acceptance of the 2013 report.

SUGGESTED MOTION:

Move to accept SFSC's Annual Equity Plan Update for 2013, and to authorize its submission to the Florida Department of Education.



OFFICE OF THE PRESIDENT

Item 8.3

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. *N. Stephens*

SUBJECT: EMPLOYMENT CONTRACT FOR PRESIDENT OF SOUTH FLORIDA STATE
COLLEGE

Employment contract under separate cover.

SUGGESTED MOTION:

Move to approve the Employment Contract for President of South Florida State College between the District Board of Trustees and Thomas C. Leitzel, Ph.D., as presented.

9.0 Reports



OFFICE OF THE PRESIDENT

Item 9.2

PRESENT TO BOARD: APRIL 24, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: RESOURCE DEVELOPMENT REPORT

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 March 2013 meeting of the College District Board of Trustees. The included dates are March 9, 2013 through April 9, 2013. The total amount being reported is **\$63,523.08**.

South Florida State College Foundation, Inc
Gift Summary Report 3/9/13 through 4/9/13

Fund Description	Gift			
	Count	Cash	Pledges	Total
Unrestricted	44	\$2,233.50	\$0.00	\$2,233.50
Jacaranda Restoration Fund	1	\$6.00	\$0.00	\$6.00
African American-Dennard	1	\$25.00	\$0.00	\$25.00
SFSC General Scholarship	9	\$330.00	\$0.00	\$330.00
Joe Johnston/Bette McDearman Memor	1	\$20.00	\$0.00	\$20.00
General Nursing Scholarship	1	\$0.50	\$0.00	\$0.50
SFSC Community Fund	10	\$86.00	\$0.00	\$86.00
SFSC Library Donations	2	\$32.00	\$0.00	\$32.00
Athletic Booster Club	3	\$35.00	\$0.00	\$35.00
Phi Theta Kappa	1	\$10.00	\$0.00	\$10.00
Dental Programs	2	\$120.00	\$0.00	\$120.00
SFSC Flower Fund	6	\$35.00	\$0.00	\$35.00
Optimists TSIC Scholarship	1	\$11,807.34	\$0.00	\$11,807.34
MOFAC	2	\$7.50	\$0.00	\$7.50
The SFSC Artists Group	1	\$500.00	\$0.00	\$500.00
Theatre for the Performing Arts Capital Campaign	9	\$28,385.72	\$0.00	\$28,385.72
Norman L. Stephens Endowment	36	\$8,449.00	\$11,375.00	\$19,824.00
TSIC Scholarships	9	\$65.52	\$0.00	\$65.52
Grand Totals:		\$52,148.08	\$11,375.00	\$63,523.08
139 Gift(s) listed				
125 Donor(s) listed				



OFFICE OF THE PRESIDENT

Item 9.3

PRESENT TO BOARD: APRIL 24, 2013

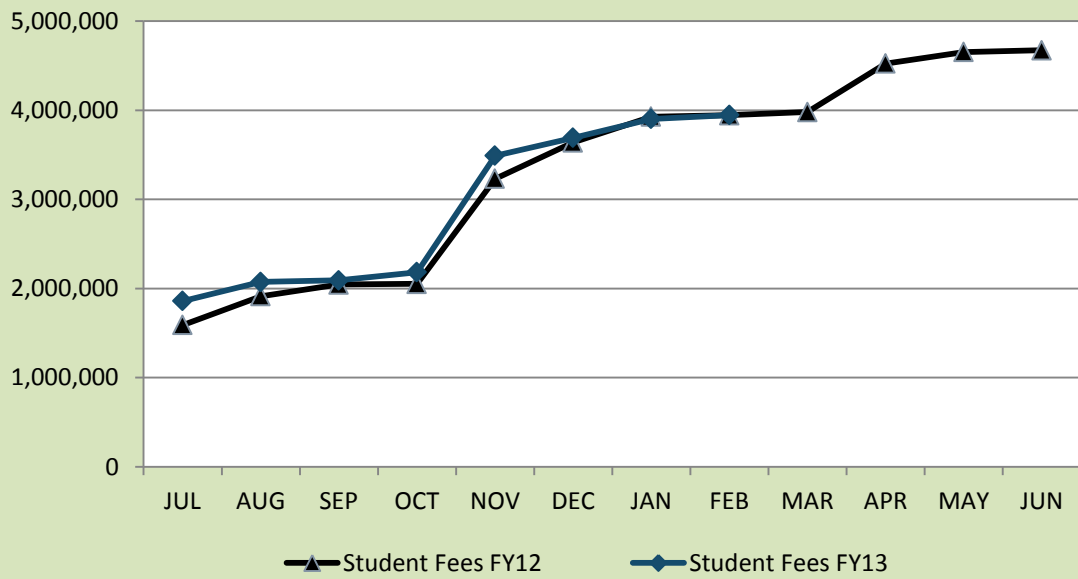
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

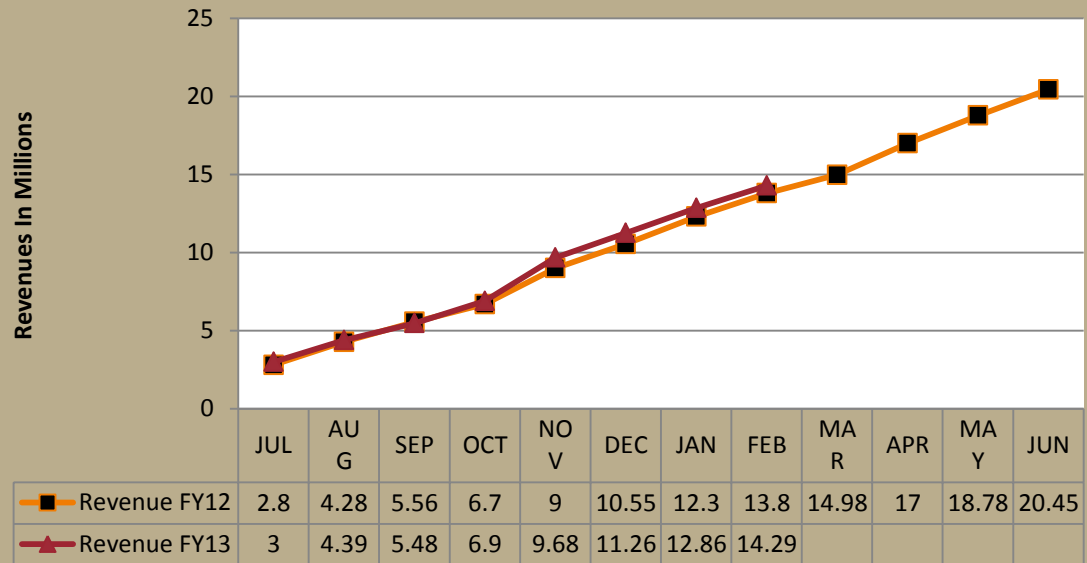
SUBJECT: FINANCIAL REPORT SUMMARY & GRAPHS – **INFORMATION ITEM**

Attached are the Revenue and Expenditures graphs through February 2013.

**South Florida State College
Fund 1 Student Fee Revenue, FY 12 vs FY 13**

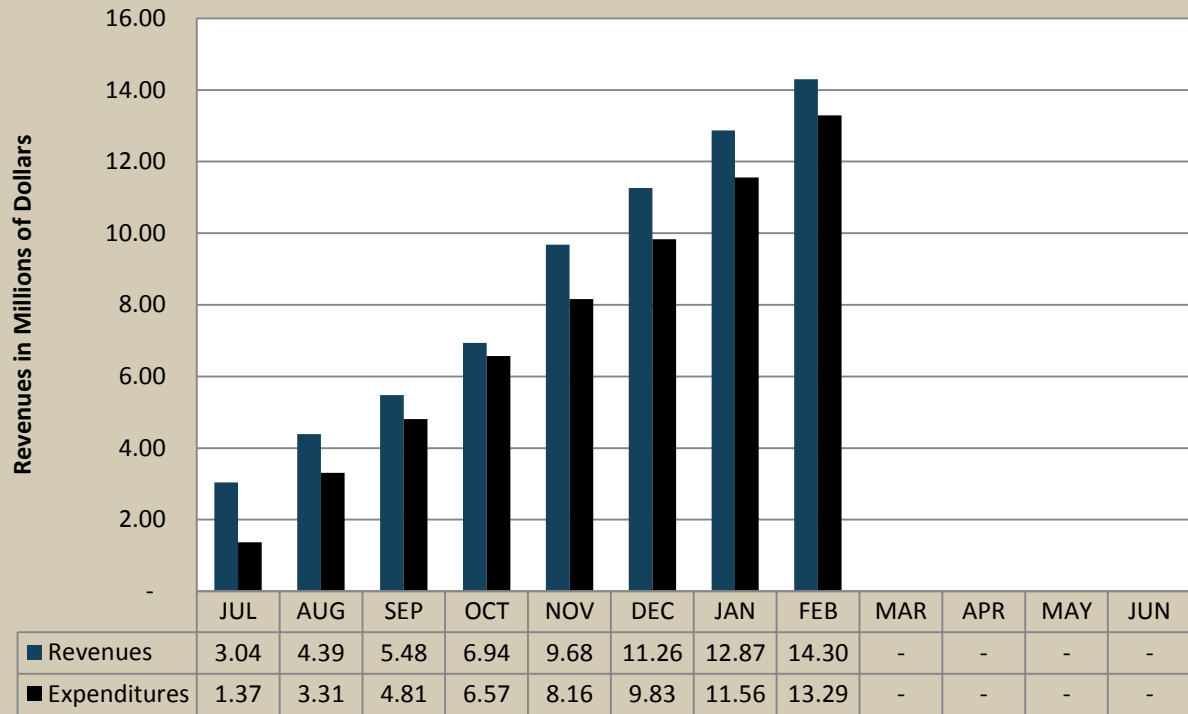


South Florida State College Fund 1 Total Revenue, FY 12 vs FY 13



■ Revenue FY12 ▲ Revenue FY13

South Florida State College Fund 1 Total Revenues & Expenditures FY 13



South Florida State College Revenues and Expenditures For the Month Ending February 28, 2013					
Account Codes	Account Title	Budget Amount	Amount	Difference	Percentage Collected/Spent to Date
401XX	Matriculation/Tuition Fees	\$ 3,980,812.00	\$ 3,416,270.29	\$ 564,541.71	85.82%
403XX	Non Resident Fees	119,314.00	72,023.10	47,290.90	60.36%
404XX	Laboratory Fees	344,800.00	293,233.10	51,566.90	85.04%
406XX	Graduation Fees	13,825.00	11,673.00	2,152.00	84.43%
40700	Transcript Fee	9,500.00	6,526.00	2,974.00	68.69%
408XX	Technology Fees	186,543.00	161,747.79	24,795.21	86.71%
409XX	Other Student Fees	66,190.00	49,033.75	17,156.25	74.08%
42110	FCSPF-General Revenue	12,547,531.00	8,365,000.00	4,182,531.00	66.67%
42210	CO&DS Entitlement	2,150.00	-	2,150.00	0.00%
42610	FCSPF-Lottery	2,604,754.00	1,447,086.00	1,157,668.00	55.56%
42900	Indirect Cost Recovered - State	3,000.00	-	3,000.00	0.00%
43900	Indirect Costs Recovered - Federal	65,000.00	44,586.12	20,413.88	68.59%
441XX	Gifts from Individuals	9,925.00	10,038.90	(113.90)	101.15%
44300	Gifts from Business and Industries	6,160.00	5,610.00	550.00	91.07%
44400	Private Grants and Contracts	-	1,739.13	(1,739.13)	100.00%
46400	Use of College Facilities	79,300.00	51,547.98	27,752.02	65.00%
46401	Rental - Tri-County Human Svcs	138,902.00	92,601.52	46,300.48	66.67%
466XX	Other Sales & Services	267,915.00	205,191.76	62,723.24	76.59%
48100	Interest and Dividends	7,500.00	5,223.06	2,276.94	69.64%
487XX	Fines and Penalties	3,650.00	2,673.98	976.02	73.26%
49XXX	Transfers and Other Revenue	166,431.00	56,488.40	109,942.60	33.94%
	Total Revenues	\$ 20,623,202.00	\$ 14,298,293.88	\$ 6,324,908.12	69.33%
51XXX	Management	\$ 1,828,575.00	\$ 1,259,185.39	\$ 569,389.61	68.86%
52XXX	Instruction	4,441,013.99	2,642,382.27	1,798,631.72	59.50%
53XXX	Other Professional	2,674,238.90	1,778,388.51	895,850.39	66.50%
54XXX	Career Staff	2,659,932.02	1,740,935.32	918,996.70	65.45%
56XXX	Other Personnel Services-Instructional	877,827.00	526,078.56	351,748.44	59.93%
57XXX	Other Professional-Tech/Clerical/Trade	132,294.00	63,352.50	68,941.50	47.89%
580XX	Student Employment-Inst Work Study	25,000.00	16,589.35	8,410.65	66.36%
585XX	Employees Awards	4,500.00	4,516.25	(16.25)	100.36%
59XXX	Benefits	3,485,369.00	1,885,853.25	1,599,515.75	54.11%
	Total Personnel	\$ 16,128,749.91	\$ 9,917,281.40	\$ 6,211,468.51	61.49%
605XX	Travel	\$ 281,470.00	\$ 135,438.88	\$ 146,031.12	48.12%
61000	Freight and Postage	37,950.00	30,169.18	7,780.82	79.50%
61500	Telecommunications	125,000.00	83,255.86	41,744.14	66.60%
62000	Printing	74,498.00	37,247.47	37,250.53	50.00%
625XX	Repairs and Maintenance	864,380.00	572,643.39	291,736.61	66.25%
630XX	Rentals	186,675.00	124,425.92	62,249.08	66.65%
63500	Insurance	13,750.00	11,592.77	2,157.23	84.31%
63700	Insurance-Risk Mngt Consortium	331,200.00	328,338.90	2,861.10	99.14%
640XX	Utilities	1,459,300.00	903,665.96	555,634.04	61.92%
645XX	Other Services	476,364.00	269,765.73	206,598.27	56.63%
64700	Grant Aid	2,500.00	3,755.00	(1,255.00)	150.20%
650XX	Professional Fees	203,400.00	105,235.46	98,164.54	51.74%
655XX	Education Office/Dept Material Supp	401,605.00	273,519.29	128,085.71	68.11%
657XX	Data Software-Non-Capitalized	40,919.00	61,153.68	(20,234.68)	149.45%
66000	Maint/Construction Material/Supp	322,049.00	167,119.23	154,929.77	51.89%
665XX	Other Materials and Supplies	201,077.00	87,114.38	113,962.62	43.32%
670XX	Subscriptions/Library Books	36,954.00	30,073.94	6,880.06	81.38%
67500	Purchases for Resale	59,550.00	32,242.08	27,307.92	54.14%
680XX	Scholarships and Waivers	43,000.00	23,235.00	19,765.00	54.03%
69XXX	Transfers and Other Expenses	80,000.00	23,093.10	56,906.90	28.87%
	Total Current Expenses	\$ 5,241,641.00	\$ 3,303,085.22	\$ 1,938,555.78	63.02%
706XX	Minor Equipment >1000<5000	\$ 69,012.00	\$ 33,711.50	\$ 35,300.50	48.85%
71000	Furniture and Equipment	32,346.00	32,346.00	-	100.00%
	Total Capital Outlay	\$ 101,358.00	\$ 66,057.50	\$ 35,300.50	65.17%