



**SFSC
District Board of Trustees
Regular Meeting
June 26, 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: JUNE 26, 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 June 26, 2013 be adopted.

SUGGESTED MOTION:

Move to adopt the agenda of the regular meeting of June 26, 2013 as presented.

**AGENDA
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
HIGHLANDS CAMPUS
JUNE 26, 2013
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 Budget Workshop – May 22, 2013
 - 1.2.2 Regular Meeting – May 22, 2013
 - 1.3 Review of Agenda Master Calendar
- 2.0 Communications, Introductions, and Recognition
 - 2.1 Employee Retirement
- 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 Lease Agreement – Tri-County Human Services, Inc.
 - 5.2.2 Training Agreement – Polk County Workforce Development Board, Inc.
 - 5.2.3 2013-2014 Dual Enrollment Agreements
 - 5.2.4 University Articulation Agreements and Memorandums of Understanding
 - 5.3 Grant Applications
 - 5.4 Operating Actions
 - 5.4.1 Monthly Accounts Payable & Payroll Check Register
 - 5.4.2 Addition to Customer Billing List
- 6.0 Planning and Policy Issues
- 7.0 Academic and Student Matters
 - 7.1 Curriculum Proposals
- 8.0 Purchasing and Other Action Items
 - 8.1 Capital Improvement Program (CIP)
 - 8.2 Educational Plant Survey
 - 8.3 Dual Enrollment Rate Revision**
- 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: JUNE 26, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: MINUTES – BUDGET WORKSHOP – MAY 22, 2013

It is recommended that the minutes of the budget workshop held May 22, 2013 as presented and recorded in the Supplemental Minute Book, be approved.

SUGGESTED MOTION:

Move to approve the minutes of the May 22, 2013 budget workshop as presented.

**BUDGET WORKSHOP MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
MAY 22, 2013**

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

Members Absent: Mrs. Lana Puckorius

Staff Present:

Mr. Doug Andrews	Mr. Don Appelquist
Dr. Kimberly Batty-Herbert	Mr. Kevin Brown
Mrs. Tammy Bush	Mrs. Susie Hale
Mrs. Anita Kovacs	Mrs. Deborah Latter
Mr. Glenn Little	Dr. Mike McLeod
Dr. Leana Revell	Dr. Chris van der Kaay
Dr. Deborah Fuschetti	Ms. Jane Hancock
Ms. Amanda Farmer	Ms. Sara McGann
Ms. Summer Miller	Ms. Mary Ann Little

Others in attendance: Mrs. Barbara Kirschner

CALL TO ORDER

The budget workshop of the District Board of Trustees was called to order at 4:08 p.m. on the Highlands Campus by Board Chair, Mrs. Tami Cullens.

New Employee Introductions

Employee	Position	Supervisor	Hired
Amanda Farmer	Proctor, Testing/Assessment Center	Mary Ann Little	03/19/12
Sara McGann	Staff Asst. II, Bioenergy Program	Kevin Brown	04/01/13
Summer Miller	Coordinator, Public Relations	Deborah Latter	04/08/13

1. 2013-2014 PROPOSED BUDGET

Dr. Stephens, Mr. Little, and Mrs. Kovacs presented the following information:

- A. Budget Overview
 - 1. Summary of State Funding
 - 2. Summary of SFSC Funding
- B. Planning Information
 - 1. Summary of Projects, Progress, and Initiatives
 - 2. Institutional Effectiveness Model

- 3. SFSC Assessment, Budget & Planning Calendar
- 4. FTE Trend Information
- C. Operating Budget
 - 1. Student Fee Rates
 - 2. Proposed Budgets: Revenue, Personnel, Current Expense and Capital Outlay
 - 3. Fund Balance
- D. Salary Schedule
- E. Capital Outlay Budget
- F. Legislative Reports

2. BOARD ROUNDTABLE DISCUSSION

Mr. Wright asked that an AVID grant presentation be given at a Board meeting in the fall.

There being no further discussion, the Budget Workshop adjourned at 5:44 p.m.



OFFICE OF THE PRESIDENT

Item 1.2.2

PRESENT TO BOARD: JUNE 26, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: MINUTES – REGULAR MEETING – MAY 22, 2013

It is recommended that the minutes of the regular meeting held May 22, 2013 as presented and recorded in the Supplemental Minute Book, be approved.

SUGGESTED MOTION:

Move to approve the minutes of the May 22, 2013 regular meeting as presented.

**MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
MAY 22, 2013**

Members Present: Mr. Tim Backer
Mr. Derren Bryan
Mrs. Tami Cullens, Chair
Dr. Louis H. Kirschner
Mr. Ken Lambert
Mrs. Lana C. Puckorius (called in)
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:	Mr. Doug Andrews	Mr. Don Appelquist	Dr. Kimberly Batty-Herbert
	Mr. Kevin Brown	Mrs. Tammy Bush	Mrs. Susie Hale
	Mrs. Anita Kovacs	Mrs. Deborah Latter	Mr. Glenn Little
	Dr. Mike McLeod	Dr. Leana Revell	Dr. Chris van der Kaay
	Dr. Robert Flores	Dr. Deborah Fuschetti	

Others Present: Mrs. Barbara Kirschner, Mr. Terry Atchley

CALL TO ORDER

At 6:10 p.m., the regular meeting of the District Board of Trustees was called to order at the Highlands Campus by Board Chair, Mrs. Tami Cullens.

1.0 PRELIMINARY MATTERS

1.1 Adoption of Agenda

Mr. Lambert made a motion, seconded by Mr. Wright, to adopt the agenda of the regular meeting held May 22, 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 Presidential Interview Workshop

Mr. Wright made a motion, seconded by Mrs. Puckorius, to approve the minutes of the presidential interview workshop held April 4, 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.**

1.2.2 Presidential Interview Workshop

Mrs. Rider made a motion, seconded by Mr. Wright, to approve the minutes of the presidential interview workshop held April 9, 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.**

1.2.3 Presidential Interview Workshop

Mr. Backer made a motion, seconded by Mr. Wright, to approve the minutes of the presidential interview workshop held April 11, 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.**

1.2.4 Presidential Interview Workshop

Mr. Wright made a motion, seconded by Mr. Backer, to approve the minutes of the presidential interview workshop held April 16, 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.**

1.2.5 Special Meeting Minutes

Mr. Lambert made a motion, seconded by Mr. Wright, to approve the minutes of the special meeting held April 19, 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.**

1.2.6 Regular Meeting Minutes

Mr. Backer made a motion, seconded by Mr. Wright, to approve the minutes of the regular meeting held April 24, 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. Mrs. Cullens stated that the AFC Convention has been moved from Destin to Orlando and will take place Nov. 13-15, 2013.

Mr. Backer made a motion, seconded by Mr. Wright, to approve moving the July 2013 Board meeting from the DeSoto Campus to the Highlands Campus as this will be Dr. Leitzel's first 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.**

2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITION

2.1 New Employee Introductions

The following new employees were acknowledged as having been introduced at the Annual Budget Workshop held prior to the Board meeting:

Employee	Position	Supervisor	Hired
Amanda Farmer	Proctor, Testing/Assessment Center	Mary Ann Little	03/19/12
Sara McGann	Staff Asst. II, Bioenergy Program	Kevin Brown	04/01/13
Summer Miller	Coordinator, Public Relations	Deborah Latter	04/08/13

Dr. Stephens welcomed Mr. Terry Atchley, SFSC Foundation Board Member, who was in attendance.

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 service staff; full-time professional staff; resignations/terminations; retirements; 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 service agreement with the Florida Adult and Technical Distance Education Consortium for Highlands County to allow Highlands County GED, ESOL, Adult High School, and Adult Basic Education students to engage in online training opportunities. **(EXHIBIT "B")**

5.2.2 Approved the renewal of lease agreements with the SFSC Foundation, Inc. for the use of the Hotel Jacaranda, the SFSC Teacherage, and the Lorida Center for classroom space. **(EXHIBIT "C")**

5.2.3 Approved entering into a grant agreement to participate in the Florida Public Safety and Homeland Security Consortium as presented. **(EXHIBIT "D")**

5.2.4 Approved entering into a grant agreement to participate in the Cyber Security Rural College Consortium as presented. **(EXHIBIT "E")**

5.2.5 Approved entering into a grant agreement to partner with AVID i3 Improving Student Outcomes in a Rural Context as presented. **(EXHIBIT "F")**

5.3 Grant Applications

5.3.1 Adults with Disabilities

Florida Department of Education \$170,000
(EXHIBIT "G")

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 March 2013. **(EXHIBIT "H")**

5.4.2 Uncollectible Debt

Approved a request to write off uncollectible debt in the amount of \$29,057.62 **(EXHIBIT "I")**

5.4.3 Property Deletion and Disposal

Authorized the deletion and disposal of items presented from property records in the amount of **\$6,831.00. (EXHIBIT "J")**

Mr. Bryan made a motion, seconded by Dr. Kirschner, to approve the Consent Agenda, Items 5.1 through 5.4.3 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 1.10 Equal Opportunity

Consideration of proposed changes to Policy 1.10 Equal Opportunity was presented. **(EXHIBIT "K")**

Mr. Wright made a motion, seconded by Mr. Lambert, to approve the proposed changes to Policy 1.10 Equal Opportunity 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.**

6.1.2 Policy 5.04 Performance Review

Consideration of proposed changes to Policy 5.04 Performance Review was presented. **(EXHIBIT "L")**

Mrs. Rider made a motion, seconded by Mr. Lambert, to approve the proposed changes to Policy 5.04 Performance Review 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.**

6.1.3 Policy 5.07 Employment Agreements

Consideration of proposed changes to Policy 5.07 Employment Agreements was presented. **(EXHIBIT "M")**

Mr. Wright made a motion, seconded by Mr. Backer, to approve the proposed changes to Policy 5.07 Employment Agreements 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.**

6.1.4 Policy 5.23 Prohibition Against Discrimination

Consideration of proposed changes to Policy 5.23 Prohibition Against Discrimination was presented. **(EXHIBIT "N")**

Mr. Wright made a motion, seconded by Mr. Bryan, to approve the proposed changes to Policy 5.23 Prohibition Against Discrimination 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

8.0 PURCHASING AND OTHER ACTION ITEMS

8.1 SFSC 2013-2014 Budget Proposal

Approval was requested to accept the Operating Budget for 2013-2014, including the student fee rates and salary schedule, as well as 2013-2014 Capital Outlay Budget as presented at the Budget Workshop. **(EXHIBIT "O")**

Mr. Backer made a motion, seconded by Mr. Lambert, to approve the Operating Budget for 2013-2014, including the student fee rates and salary schedule, as well as the 2013-2014 Capital Outlay Budget as presented at the Budget Workshop. 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.**

8.2 Check Signing Authority

Approval was requested for check signing authority. **(EXHIBIT "P")**

Mr. Lambert made a motion, seconded by Mrs. Rider, to approve District Board of Trustees Vice Chair, Mr. Joe Wright, to serve as a signatory for banking agreements and a check signer from July 1, 2013 until the appointment of a new district Board of Trustees Chair. 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.**

8.3 Annual Facilities Inspection Summary Report

Approval was requested to accept the Fire Safety, Sanitation, and Casualty Inspection Report for the 2012-2013 year as presented. **(EXHIBIT "Q")**

Mr. Backer made a motion, seconded by Mr. Wright, to accept the Fire Safety, Sanitation, and Casualty Inspection Report for the 2012-2013 year 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.**

8.4 Recertification of Direct Support Organization

Approval was requested to reauthorize the SFSC Foundation, Inc. to serve the college as a direct support organization for the 2013-2014 fiscal year. **(EXHIBIT "R")**

Mrs. Rider made a motion, seconded by Mr. Wright, to approve the reauthorization of the SFSC Foundation, Inc. to serve the college as a direct support organization for the 2013-2014 fiscal year. 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.**

9.0 REPORTS

9.1 Facilities

9.2 Resource Development

9.2.1 Donations and Pledges

The South Florida State College Foundation, Inc. received donations and pledges in the amount of **\$70,722.02** from April 10, 2013 through May 7, 2013.

Mr. Appelquist presented the audited financial statements of the SFSC Foundation, Inc. for year ending December 31, 2012 and the IRS Form 990.

9.3 **Financial Report**

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

9.4 **President's Report**

1. Dr. Stephens announced that Mrs. Anita Kovacs recently received the Ken Jarrett Service Award.
2. Dr. Stephens thanked Mr. Wright and Mr. Little for attending the Highlands County Board of County Commissioner's meeting Tuesday morning to speak to the Sebring Parkway project.
3. Dr. Stephens reported that the college hosted a Florida Virtual Campus state-wide meeting on the Highlands Campus on Tuesday and Wednesday.
4. Dr. Stephens stated that he would be out of the office the week of May 27 and June 3.
5. Dr. Stephens asked Mr. Doug Andrews to report on two upcoming events. Mr. Andrews stated that the musical group *Emanon* will perform June 8 in the University Center Auditorium to benefit the D. Norman L. Stephens, Jr., Endowment Fund. Also, the *Movin' Out Band* will perform a *Billy Joel Tribute* concert on June 29 in the Theatre for the Performing Arts to benefit Samaritan's Touch.

9.5 **Board Attorney's Report**

Mrs. Karlson stated that she is working with county officials on the Sebring Parkway project.

9.6 **Board Members' Reports**

Mr. Bryan stated no report.

Dr. Kirschner stated no report.

Mrs. Puckorius asked the trustees to approve her request to be considered for membership on the ACCT Finance and Audit Committee for a second year.

Mr. Wright made a motion, seconded by Dr. Kirschner, to approve Mrs. Puckorius' request to be considered for membership on the ACCT Finance and Audit Committee for a second year. 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.**

Mr. Backer thanked the college staff for their work on this year's budget.

Mr. Wright thanked the Board and college administration for their work on this year's budget.

Mr. Lambert echoed Mr. Wright's comment.

Mrs. Rider stated no report.

9.7 **Board Chair Report**

Mrs. Cullens informed the trustees of a retirement dinner for Dr. Stephens on June 27th. Invitations will be mailed soon.

10.0 **ADJOURNMENT**

There being no further business to come before the Board, the meeting adjourned at 6:56 p.m.



OFFICE OF THE PRESIDENT

Item 1.3

PRESENT TO BOARD: JUNE 26, 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

JUNE 2013	JULY 2013	AUGUST 2013
26 Board Meeting, 6 PM Highlands Campus	24 Board Meeting, 6 PM *Highlands Campus	28 *Board Meeting, 6 PM Highlands Campus
SEPTEMBER 2013	OCTOBER 2013	NOVEMBER 2013
12-13 First Annual AFC Trustee Commission Lake Buena Vista, FL 25 *Board Meeting, 6 PM Hardee Campus	2-5 ACCT Leadership Congress Seattle, WA 23 *Board Meeting, 6 PM Lake Placid Center	13-15 AFC Annual Convention Orlando, FL
DECEMBER 2013	JANUARY 2014	FEBRUARY 2014
11 *Planning Workshop, 4 PM Followed by Board Meeting, 6 PM Highlands Campus	22 *Board Meeting, 6 PM DeSoto Campus	26 *Board Meeting, 6 PM Hardee Campus
MARCH 2014	APRIL 2014	MAY 2014
26 *Board Meeting, 6 PM Lake Placid Campus	23 *Board Meeting, 6 PM Highlands Campus	28 *Board Meeting, 6 PM Highlands Campus

*Tentative

2.0 Communications, Introductions, and Recognitions



OFFICE OF THE PRESIDENT

Item 2.1

PRESENT TO BOARD: JUNE 26, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: MRS. TAMELA C. CULLENS 

SUBJECT: EMPLOYEE RETIREMENT

It is recommended that the retirement of Dr. Norman L. Stephens, Jr. be recognized for his many years of service to South Florida State College:

Name	Title	Years of Service
Dr. Norman L. Stephens, Jr.	President	11 years

SUGGESTED MOTION:

Move to recognize the retirement of Dr. Norman L. Stephens, Jr. for his many years of service to South Florida State College.

A RESOLUTION RECOGNIZING WITH GRATITUDE

DR. NORMAN L. STEPHENS, JR.

FOR HIS MANY YEARS OF DEVOTED SERVICE TO COMMUNITY COLLEGES, THE FLORIDA COLLEGE SYSTEM, AND TO SOUTH FLORIDA STATE COLLEGE

WHEREAS, DR. NORMAN L. STEPHENS, JR. was born in Hinsdale, Illinois, and attended Hinsdale Township High School before moving to Fort Lauderdale, Florida, graduating from Fort Lauderdale High School;

WHEREAS, DR. STEPHENS attended the University of Florida earning Bachelor of Science and Master of Education degrees before receiving a doctoral fellowship to pursue a Doctor of Education degree in interdisciplinary science education in preparation for teaching in the new junior and community college system in Florida;

WHEREAS, DR. STEPHENS began his 45-year career in higher education in the Department of Natural Sciences and Mathematics at St. Petersburg Junior College, teaching general and organic chemistry, physics, earth science, biological science, astronomy, and mathematics at the Clearwater Campus and the Tarpon Springs Center;

WHEREAS, DR. STEPHENS entered into the administration of the college as Coordinator of Planning, Programming, and Budgeting Systems before becoming Director of Educational Planning and Research, then Dean of College Systems, and finally the Acting Vice President for Educational and Student Services, serving that college for 19 years before accepting a position as the founding Provost of the Brandon Campus of Hillsborough Community College;

WHEREAS, DR. STEPHENS then served as President of Lincoln Land Community College in his native state of Illinois and at the Auburn Hills Campus of Oakland Community College in Michigan before returning to Florida;

WHEREAS, DR. STEPHENS became the third President of South Florida Community College in 2002, serving the college for 11 years, establishing many new academic and cultural enrichment programs, and overseeing the opening of the DeSoto and Hardee campuses, the Dental Education Center, the Museum of Florida Art and Culture, the Theatre for the Performing Arts, and the Health and Science Education Center which now bears his name;

WHEREAS, DR. STEPHENS provided leadership resulting in eligibility for the Aspen Prize for Community College Excellence and resulting in the reaffirmation of accreditation and substantive changes with no recommendations from the visiting teams of the Southern Association of Colleges and Schools Commission on Colleges, allowing the college to offer baccalaureate degrees for students in the college district;

WHEREAS, DR. STEPHENS established a culture of empowered competence resulting in strong teamwork, highly motivated professional development, healthy interpersonal relationships, and remarkable respect of the college by the external community and the college stakeholders;

WHEREAS, DR. STEPHENS is a recognized community servant providing leadership for numerous boards and organizations including United Way of Central Florida, Greater Sebring Chamber of Commerce, Heartland Workforce, Take Stock In Children Leadership Council, Highlands County Economic Development Commission and Industrial Development Authority, Junior Achievement of Highlands County, and the Florida Hospital Foundation;

WHEREAS, DR. STEPHENS contributed to the Florida College System as an active member of the Council of Presidents, serving on the steering committee, as chair of the Florida College System Risk Management Authority Leadership Council, and as a board member of the Florida Association of Colleges and Universities;

WHEREAS, DR. STEPHENS received numerous awards and recognitions including the Annual Distinguished Service Award from the Florida Association of Colleges and Universities; the Citizen of the Year Award from the United Way of Central Florida, a Distinguished Service Award from Phi Theta Kappa, Florida Region; Faculty Member of the Year at St. Petersburg College; and the Board Member of the Year from the Greater Sebring Chamber of Commerce among others; and

WHEREAS, DR. STEPHENS' dedication, devotion, and love for South Florida State College have made him an admired and respected leader and friend to all.

NOW, THEREFORE, BE IT RESOLVED BY THE DISTRICT BOARD OF TRUSTEES OF SOUTH FLORIDA STATE COLLEGE:

THAT DR. NORMAN L. STEPHENS, JR. enjoy a well-deserved retirement with his beloved wife Laurie traveling, writing, reading, enjoying nature, playing tennis and golf, and visiting their many friends and family members;

THAT DR. STEPHENS will remember his SFSC friends and visit the college often.

FURTHERMORE, this Resolution, signed by the Chair and Vice Chair of the District Board of Trustees of South Florida State College, be presented to PRESIDENT EMERITUS DR. NORMAN L. STEPHENS, JR. with the appreciation and respect of his colleagues and the entire college community.

UNANIMOUSLY PASSED AND ADOPTED by the South Florida State College District Board of Trustees this twenty-sixth day of June 2013.

Vice Chair of the Board of Trustees

Chair of the Board of Trustees

South Florida State College

*The District Board of Trustees of
South Florida State College
has conferred upon*

Dr. Norman L. Stephens, Jr.

the Title of

President Emeritus

with all the rights, honors, and privileges thereunto appertaining.

*Witness the Seal of South Florida State College and the signatures
of its duly authorized officers hereunto affixed.*

*Given this twenty-sixth day of June, in the year
of our Lord, two thousand and thirteen.*

Chair of the District Board of Trustees

Vice Chair of the District Board of Trustees

3.0 *Public Comment*

4.0 *Presentations*

5.0 Consent Agenda Action Items



OFFICE OF THE PRESIDENT

Item 5.0

PRESENT TO BOARD: JUNE 26, 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.

	<i>CONSENT AGENDA ACTION ITEMS</i>	Page
5.1	Personnel Actions	25
5.2	Agreement and Contracts	
	5.2.1 Lease Agreement – Tri-County Human Services, Inc.	32
	5.2.2 Training Agreement – Polk County Workforce Development Board, Inc.	33
	5.2.3 2013-2014 Dual Enrollment Agreements	34
	5.3.4 University Articulation Agreements and Memorandums of Understanding	35
5.3	Grant Applications	-
5.4	Operating Actions	
	5.4.1 Monthly Accounts Payable & Payroll Check Register	36
	5.4.2 Addition to Customer Billing List	38



OFFICE OF THE PRESIDENT

Item 5.1

PRESENT TO BOARD: JUNE 26, 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 PROFESSIONAL STAFF:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Landry, John	Director, Criminal Justice Program	07/01/13

II. APPOINTMENTS, FULL-TIME FACULTY:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Miller, Claire	Librarian	08/19/13

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

Becerra, Peggy
McConniel, Rebecca

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

<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Barkley, Patricia	Criminal Justice	I
Beck, Sharon	Pre ACT Language Arts	II
Rivera, Ashley	ESOL	III
Shiver, Martha	Reading/Summer Bridge Program	II

V. ADJUNCT FACULTY, 2013-14 ACADEMIC YEAR AS NEEDED:

<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Adams, Nancy	Watercolor Painting	III
Akin, Donna	EMS Programs	III
Anderson, Christopher	Mining Safety	IV
Arce, Irma	ESOL	II
Arpasi, Whitney	Decorative Flowers	III
Ashworth, Lori	EMT/Paramedic	IIIB
Austin, Michael B.	Criminal Justice	III
Backo, Autumn	English	II

Baguia, Maria	Nursing: ADN, PN	I
Ball, Brandon A.	Criminal Justice/EMT	II
Banks, Charles	AC Tech/Appliance Repair	IIIB
Barkley, Patricia	Criminal Justice	II
Barrett, Cynthia	College Reach Out/Youth Programs	III
Bates, Christopher	Criminal Justice	IV
Beck, Sharon	Pre ACT Language Arts	II
Bell, Jefferson	Commercial Vehicle Driving	III
Berg, Christopher	English/Humanities	II
Biddle, Lance	Criminal Justice	IV
Birge, Jeffrey	ABE/GED/ESOL	III
Blakey, Robert	Youth Programs	III
Blanchette, Robert L.	Criminal Justice	II
Bloom, Kay	Business Education	II
Bowden, William	Criminal Justice	IV
Bower, Ronald	Digital Photography	IV
Branch, Allen	Criminal Justice/Anatomy & Physiology	II
Bridjmath, Emily	Dental Assisting Clinical	IV
Brooks, Joseph	Criminal Justice	IV
Brown, Martha	Nutrition	II
Brown-Ulm, Autumm	ESOL/ABE/GED	III
Bubb, Gregory	Criminal Justice	III
Buchwalter, Marcia	Medical Assisting	IV
Bueford, Sean	Criminal Justice	IV
Burke, M. Daniel	Criminal Justice	IV
Burkhart, Mildred	Speech Communication	II
Burnett, Brenda	Phlebotomy	IV
Burton, Helen	Adult Education	II
Bynes, Betty	Youth Programs	III
Bynes, Melvin	Developmental Mathematics	II
Byrd, Charmaine	Nursing: PN; RN Clinical	III
Cameron, Raymond	Religion	II
Campbell, Carolyn	Mathematics	IIA
Card, Marilyn	Psychology	II
Carlton-Eures, Virginia	Cosmetology	IV
Carr, Roger	Religion	II
Carter, Michael	English	II
Case, Roberta	Criminal Justice	IV
Caton, Patricia	Developmental Mathematics/Math	II
Chess Jr., John	Criminal Justice	IIIB
Clanton, Deborah H.	Child Development & Education	II
Clayton II, Robert	EMS Programs	IV
Collar, Allysun	ABE/GED/ESOL	III
Cooper, Kenneth W.	Criminal Justice	IV
Cooper, Sharon	Speech Communication	II
Cornelius, Beverly	Education	II
Crawford, Van I.	Electrical Distribution Technology	IIIB
Cristiansen, Maritza	Zumba	IV
Cwalinski, Deborah	Ballroom Dance	IV
Dabiesingh, Tara	College Algebra (Dual Enrollment)	II
Dale, Nancy	English and Oral Communications	I

Daley, Paulette	Youth Programs	III
Dalziel, Jessica	Medical and Admin. Secretary Program (Labs)	IV
Dawkins, Cynthia	Youth Programs	III
Day, Danielle	English	IIA
Dean, Gregory	Criminal Justice	III
Dela Cruz, Maria	Nursing: ADN, PN, Nurse Assistant	II
Dellepere, Julianne	Early Childhood Education	III
Dick, Michele	Developmental Writing	III
Dolan, Sean	Youth Programs	II
Dowd, Norine	Dental Education	III
Downes, Lilli M.	Sociology	I
Duppenthaler, James	EMT/Paramedic	IV
Durham, Michael	Criminal Justice/Law	I
Dutton, Carol	Business/Accounting	IA
Eagerton, William	CPR/First Aid	IIIB
Eason, John	Criminal Justice/CPR	IV
Edelson, Nona	English/Humanities	II
Emanoilidis, George	General Psychology/Human Development	I
Engelhardt, Patricia	Psychology	II
Eriksen, Maria del Pilar	Conversational Spanish	IV
Exendine, Catherine	Nursing	II
Factor, Lawrence	CPR	IV
Fansler, James	Criminal Justice	IV
Farmer, Amanda	Developmental Writing/Pre SAT	III
Fellman, Robert	Mathematics	II
Ferrante, Joshua J.	EMT/Paramedic	IIIB
Fishel, Robert	Tag Artists	IV
Fitch, Dustin	EMT/Paramedic	IIIB
Fitzgerald, Robert	History	I
Flores-Rodriguez, Leticia	ABE/GED/ESOL	III
Ford, Clell J.	Ecology	II
Fort, Thomas	Criminal Justice	IV
Frakes, Gary	Radiography	IV
Franks, Amy	ABE/GED/ESOL	II
Franze, Denise	Early Childhood Education	III
Fredlake, Katherine	ABE/GED/ESOL	III
French, Rocio	ABE/GED/ESOL	II
Fry, Mary Ann	Admin. Medical Specialist/Medical Terminology	II
Galloway, James K.	Developmental Mathematics	II
Garcia, Gilbert	Electrical Apprenticeship	III
Garver, Alice	Master Student (Dual Enrollment)	II
Giguere, Brian	Criminal Justice	IV
Gill, Esther	Humanities Survey/History/Conv. Spanish	II
Gilliard, Thomas	Criminal Justice	IV
Gleockler, Amanda	EMS Programs	IV
Gonzalez, Manuel	Criminal Justice	II
Goodman, Marilyn	Nursing: ADN, PN, Nurse Assistant	II
Gornto, Patricia	Summer Bridge Program	III
Gray, Yolanda	ABE/GED/ESOL	III
Grimison, Jody	Summer Bridge Program	III
Grinis, Beverly	Microcomputers	IIA

Grunden, Karin	Tai Chi	III
Gunter, Christopher	Criminal Justice	IV
Haines, Patrick A.	Developmental Math	III
Hale, David	Digital Photography/Basic Home Computer	IIIB
Hall, Sara M.	Child Development & Education	II
Hamilton, William J.	Criminal Justice	IV
Haralson, Thomas	Criminal Justice	IV
Harpe, Stacie	Developmental Mathematics	III
Harris, Michael	Criminal Justice	IV
Harrison, Timothy	EMT/Paramedic	IV
Hash, Philip	Culinary Arts	IIIB
Hay, Jonathan	Economics	II
Hayles-Simmonds, Diana	Early Childhood Education	I
Haynes, Joyce	Medical Assisting/Secretary (Career Academy)	III
Heim, Betty	Art	III
Henderson, R. William	ABE/GED/ESOL	III
Henson, Myra S.	Reading/Developmental Reading	II
Hernandez, David	Criminal Justice	IV
Hinkle, Kelly	EMT/Paramedic	IV
Hipps, Christie	Youth Programs	II
Hodge, Robert C.	Electrical	IV
Hogan, Brett	EMS Programs	IV
Hoglund, Karl	Criminal Justice	II
Hollenberg, Patricia	Early Childhood Education	II
Holt, Joseph	Auto Collision Repair and Refinishing	IV
Houseknecht, James	Mathematics	II
Hubbell, Carol	ABE/GED/ESOL	II
Huff, Jennifer	EMS Programs	IIIB
Hulbert, Mary	Pre SAT/Bridge-Study Skills	III
Hunt, Yvonne	Nursing: ADN, PN	II
Jaques, Lorraine	Office Education	II
Johns, Sheila C.	Math for Health Occupations	IIIB
Johnson, Grover	Electrical Apprent./Commercial Vehicle Driving	IV
Jones, Lois	College Reach Out/Youth Programs	II
Kelly, Edward	Automotive Service Technology	IV
Kirk, Jonathan	Network Support	IV
Klepser, Phyllis	ABE/GED/ESOL	II
Kogelschatz, Rebekah	Community Education - Fitness	II
Krauklis, Shellie	EMS Programs	IV
Kules, Patricia	Clogging	N/A
LaFlam, Dale	Criminal Justice	IIIB
Languaigne, Selwyn	Botany/Ag/Horticulture/Nursery Operations	II
Lenihan, Elizabeth	Business Law	I
Lethbridge, Theresa	Nursing: ADN, PN	III
Leupold, Kenneth E.	English & Literature/Humanities	II
Lewis, Mary Ann	Education/LL: Communications, Social Science	I
Lopez, Larid	ESOL	II
Love, Amy	History	II
Lumpkin, Velma D.	Child Development & Education	III
Macbeth, Verna Michelle	Dev. Writing/Freshman Eng./Spanish/French	II
McConnell, Lisa V.	Personal & Community Health	I

McCoy, Michael	Education	I
McGuckin, Andrew	Criminal Justice	IV
McManus, Jennifer	EMS Programs	IV
McManus, Nathan	EMS Programs	IV
McWaters, Jodi	Dental Assisting	IV
Mejia, Maria L.	ESOL	III
Melvin, Elaine	Lap Swimming	IV
Mercurio, Frank	Criminal Justice	II
Merlo, Michelle	Child Development & Education	III
Moore, Anne	Humanities	II
Nipper-Williams, Sueellen	Dental Hygiene	III
Noble, Vincent	Political Science	IIA
Noel, David	Business	II
Norton, Penney	Child Development & Education	II
Ogden, Thomas	Criminal Justice	III
Ortegon, Olga	ABE/GED/ESOL	III
Ouverson, Susan	Developmental Reading	II
Parker, Michael	Criminal Justice	IV
Parks, Sarah	Education	II
Pella, Karen	Education	II
Peralta, Javier	EMS Programs (CWE courses)	IV
Perez, Jesus	EMS Programs (CWE courses)	III
Perry, Ronald	Criminal Justice	IIIB
Peterson, Keith	English	I
Pierre, Carole	Dental Education	IIIB
Rasmussen, Cale	Career Exploration/Business/HR Management	II
Redman, Terry L.	Mathematics	IIA
Reese, Beth M.	Child Development/Education	III
Respress, Karla	Art	II
Revell, James	Humanities	II
Reynolds, Diane	Community Education - Sports	III
Riley, Jacob	Criminal Justice	IV
Riley, Kimberly	Agriculture/Horticulture	II
Rivas, Ray	Youth Programs	III
Rivera, Ashley	ESOL	III
Rivera, Gloria E	ABE/GED/ESOL	III
Rivera, Vidannys	ESOL	II
Roane, Tammy	Criminal Justice	II
Roberts, Deborah	ABE/GED/ESOL	III
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
Saccuzzo, Darlene	Dental Hygiene	III
Sager, Thomas	Criminal Justice	IV
Schock, Lynda	EMT/Paramedic	IV
Schrader, Mark	Criminal Justice	II

Schult, Stefan	ABE/GED	III
Schwarze, Jason	Mathematics	II
Serafino, Sonia "Sunny"	Creative Writing	IV
Seusy, Paul B.	Business	I
Sharp, John	Youth Programs/Student Development	II
Shellhammer, Glen	ESOL/ABE/GED	III
Shiver, Martha	Reading/Summer Bridge Program	II
Simmonds, Effie	Education/Adult Education	I
Simmons, Donald	Driver Education	IV
Simpson, James	EMS Programs (CWE courses)	IIIB
Small, L. McQueen	QuickBooks	III
Smalley, Charles	Criminal Justice	IV
Smith, Anna L.	ABE/GED/ESOL	II
Smith, Kimberly Ann	Dev Mathematics/Math of Finance	III
Smutnick, Laura	Physical Science/GED/ABE	IIA
Sowers, Lana	Child Development & Education	IIIB
Spencer, Robert	Criminal Justice	IV
Spires, James	Criminal Justice	IV
Spivey, Reginald	Mining Safety	IV
Spornraft, Angela	Education	IIA
Stanphill, Archie	Electrical Apprenticeship	III
Starling, Ariel	Cosmetology	IV
Stemen, Eugene	Commercial Vehicle Driving	IV
Stewart, David	Criminal Justice	IV
Stimson, David	Criminal Justice	IV
Straub, Raymond	Photography	III
Strickland, Rosemarie V.	Child Development	II
Stubbs, Davis B.	Youth Programs	III
Swearingen, Richard	Beginning Sign Language	IV
Szeligo, John	Education/History	IA
Tallent, Karin	EMT/Paramedic	IIIB
Tarnowski, Marilyn	English & Literature/Humanities	II
Taylor, Larry P.	EMT/Paramedic	II
Temple, Cheryl	English/Humanities	II
Thomas, Melody	English	II
Tooley, Janet	ABE/GED/ESOL	III
Tristancho Jr., Cesar	Economics	II
True IV, Charles	EMS Programs (CWE courses)	IIIB
Valentin, Selena	Early Childhood Education	II
Wade, Laura	Theatre/ABE/GED	III
Ward, David	Law/Criminal Justice	I
Waters, Jerry C.	Biological Sciences	II
Watts, Michael	Martial Arts	N/A
Weed, David Jr.	Criminal Justice	IV
Weis, Louise	Art	IV
White, Teresa	Youth Programs	II
White, Tonina	Management and Supervision	I
Wilkie, Margaret	Political Science	II
Williams, Jesslin	Youth Programs	I
Williams, Michael G.	Electronics	IV
Williamson, Darrell	Electrical Distribution Technology	IV

Woods, Christopher	Criminal Justice	IV
Woods, Dustin	ESOL/ABE/GED	II
Wyse, Bruce	English & Literature/Humanities	II
Yow, Audrey Jo	Art	II

SUGGESTED MOTION:

Move to approve the personnel recommendations as presented.



OFFICE OF THE PRESIDENT

Item 5.2.1

PRESENT TO BOARD: JUNE 26, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

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

Approval is requested to **renew** a lease agreement between South Florida State College and Tri-County Human Services, Inc. for use of 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. for use of The Florida Center as presented.



OFFICE OF THE PRESIDENT

Item 5.2.2

PRESENT TO BOARD: JUNE 26, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: TRAINING AGREEMENT – POLK COUNTY WORKFORCE DEVELOPMENT
BOARD, INC.

Approval is requested to **renew** a training agreement between South Florida State College and the Polk County Development Board, Inc. (PWDB) to serve as a training agent. The agreement authorizes the college to provide training programs to eligible clients by PolkWorks. The renewal period is for one year.

SUGGESTED MOTION:

Move to approve the renewal of a training agreement with Polk County Development Board, Inc., to serve as a training agent as presented.



OFFICE OF THE PRESIDENT

Item 5.2.3

PRESENT TO BOARD: JUNE 26, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: DUAL ENROLLMENT AGREEMENTS – SCHOOLS/SCHOOL DISTRICTS

Approval is requested to enter into annual dual enrollment agreements between South Florida State College and the following schools and school districts for the 2013-2014 academic year:

Desoto Christian (formerly Heritage Baptist)
Desoto County School District
Hardee County School District
Highlands County School District
Highlands University Prep (formerly Heartland Christian)
Polk County School District
Walker Memorial Academy

These agreements specify the roles and responsibilities between the college and the school/school district in regard to early college and dual enrollment offerings. Each agreement is reviewed annually by both parties and revised as needed.

SUGGESTED MOTION:

Move to enter into annual dual enrollment agreements with schools and school districts for the 2013-2014 academic year as presented.



OFFICE OF THE PRESIDENT

Item 5.2.4

PRESENT TO BOARD: JUNE 26, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: ARTICULATION AGREEMENTS AND MEMORANDUMS OF UNDERSTANDING
FOR UNIVERSITIES

Approval is requested to **renew** Articulation Agreements and Memorandums of Understanding between South Florida State College and the following universities for the purpose of facilitating student transfers and degree attainment:

Florida Agricultural and Mechanical University (Transfer)
Florida Gulf Coast University (MOU)
Warner University (Transfer)
Webber International University (Transfer)

These agreements are reviewed every three years or sooner if needed.

SUGGESTED MOTION:

Move to renew articulation agreements and memorandums of understanding for the universities listed above to facilitate student transfers and degree attainment.



OFFICE OF THE PRESIDENT

Item 5.4.1

PRESENT TO BOARD: JUNE 26, 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 April 2013.

The law requires that warrants be approved and made available for review. Detailed information on all disbursements for May 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	312	297,411.86	309	572,829.40	436	171,232.61	1057	\$1,041,473.87
May	262	457,748.70	141	487,595.18	638	216,249.76	1041	\$1,161,593.64
June								\$0.00
Totals	6453	\$7,387,410.18	2751	\$5,867,230.00	5319	\$1,876,735.10	14523	\$15,131,375.28

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	25	33,277.29	446	845,199.85			471	878,477.14
May	24	45,746.90	455	845,666.45			479	891,413.35
June								0.00
Totals	340	\$434,369.62	4837	\$9,190,310.44			5177	\$9,624,680.06

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	1,057	1,041,473.87	\$ 13,969,781.64
May	1,114	1,220,252.44	15,537,056.74	1,041	1,161,593.64	\$ 15,131,375.28
June	1,249	1,204,580.41	16,741,637.15			
Totals	15,873	\$16,741,637.15		14,523	\$15,131,375.28	

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	471	878,477.14	8,733,266.71
May	512	908,552.96	9,657,063.42	479	891,413.35	9,624,680.06
June	406	874,167.53	\$ 10,531,230.95			
Totals	5885	\$10,531,230.95		5177	\$9,624,680.06	



OFFICE OF THE PRESIDENT

Item 5.4.2

PRESENT TO BOARD: JUNE 26, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: ADDITION TO CUSTOMER BILLING LIST

Approval is requested to add Bernie Little Distributors to the college's list of approved customers for billing purposes. South Florida State College will be providing CDL training.

SUGGESTED MOTION:

Move to approve the addition of Bernie Little Distributors to the college's customer billing list.

6.0 Planning and Policy Issues

7.0 Academic and Student Matters



OFFICE OF THE PRESIDENT

Item 7.1

PRESENT TO BOARD: JUNE 26, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: CURRICULUM PROPOSALS

Consideration of the following curriculum proposals is requested:

PROGRAM DELETIONS

Delete the following programs effective summer 2013 (201330):

Building Construction Trades - Program Code #3230 – OC

Program is being eliminated due to the lack of enrollment.

Building Maintenance Technology - Program code #3240 – OC

Program only offered at Last Chance Ranch which was closed in December 2012.

Drafting - Program Code #3290 – OC

Construction industry climate has caused low program enrollments and job vacancies.

Electrical Distribution Technology - Program Code #2120 – AAS

No credentialed faculty to teach degree level courses; current Electric Line Service Repair certificate meets the needs of the community.

COURSE DELETIONS

Delete the following courses effective summer 2013 (201330). The following courses are related to the above program deletions:

BCT 0930L Building Maintenance Technology Lab

BCV 0045 Carpentry I

BCV 0130 Carpentry II

BCV 0135 Commercial Carpentry

BCV 0135L Residential/Commercial Carpentry/Construction Lab

BCV 0358 Masonry and Concrete

BCV 0452 Plumbing Systems
 BCV 0690 Electrical/Mechanical Systems
 BCV 0949 Co-op Education Training Assignments in Carpentry
 BCV 0400 Fundamentals of Building Maintenance
 BCV 0403 Applied Practices in Building Maintenance Technology I
 BCV 0404 Applied Practices in Building Maintenance Technology II
 BCV 0414 Carpentry Repairs and Maintenance I
 BCV 0415 Carpentry Repairs and Maintenance II
 BCV 0482 Grounds Maintenance Equipment and Procedures
 ETP 1100C Safe Work Practices
 ETP 1101C Basic Electricity for Line Worker
 ETP 1104C First Aid, Rescue, and CPR
 ETP 1130C Pole Climbing, Ropes, and Rigging
 ETP 1134C Underground Distribution
 ETP 1135C Street and Area Lighting Systems
 ETP 1140C Electrical Distribution Structures
 ETP 1150C Trucks and Excavation Equipment
 ETP 1949 Co-op Work Experience in Electrical Distribution
 ETP 2020C American Power Systems
 ETP 2110C Metering and Energy Management
 ETP 2131C Pole Line Equipment I
 ETP 2132C Pole Line Equipment II
 ETP 2136C Installing Overhead Conductors
 TDR 0101L Drafting Lab
 TDR 0102C Introduction to Technical Drawing
 TDR 0300C Introduction to Computer Aided
 TDR 0350C Advanced Concepts in Computer Aided Drafting
 TDR 0501C Introduction to Architectural Drawing
 TDR 0504C Architectural and Construction
 TDR 0710C Technical Drawing for Manufacturing
 TDR 0930 Special Problems Drafting/Design
 TDR 0949 Co-op Work Experience in Drafting
 TRA 1250 CDL for Electrical Distribution I
 TRA 1251C CDL for Electrical Distribution II
 TRA 1252C CDL for Electrical Distribution III
 BCN 2949 Co-op Education Training in Building Construction
 BCT 2930 Selected Topics in Building Construction
 BCV 0211 Woodworking Machines
 BCV 0231 Cabinet and Furniture Construction
 BCV 0241 Production Cabinetmaking
 BCV 0409L Building Maintenance Lab
 BCV 0920 Co-op Work Experience in Building Maintenance Technology
 BCV 0940 Vocational Internship, Carpentry
 BCV 0941 Electrician Internship
 BCV 0943 Internship in Building Maintenance Technology
 ETD 1949 Co-op Education Training Assignment in Drafting and Design

TDR 0107L Drafting Lab II
TDR 0108L Drafting Lab III
TDR 0109L Drafting Lab IV
TDR 0948 Co-op Education Training Assignment in Drafting and Design

COURSE MODIFICATIONS

Modify the following courses effective fall 2013 (201410):

GEB 3213 Advanced Business Communication

Remove writing requirement and prerequisite of ENC 1101 or equivalent and SPC 2608 or equivalent.

ACR 0940 Internship in Air Conditioning, Refrigeration, and Heating

Add ACR 0102-Basic Electricity Systems and Controls as prerequisite

ACR 0949 Co-op Work Experience in Air Conditioning

Add ACR 0102 - Basic Electricity Systems and Controls as prerequisite

SUGGESTED MOTION:

Move to approve the curricular proposals as presented.

8.0 Purchasing and Other Action Items



OFFICE OF THE PRESIDENT

Item 8.1

PRESENT TO BOARD: JUNE 26, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: CAPITAL IMPROVEMENT PROGRAM (CIP)

Attached is a summary of the proposed renovation projects to be included with our Capital Improvement Program (CIP) documents due July 1, 2013. The Capital Improvement Program and Legislative Budget Request have been prepared in accordance with the approved Educational Plant Survey (2013-2018) and the Architectural Master Plan: Year 2020. Board approval is required.

The CIP process requires that we prioritize the projects annually:

- New Construction Projects: includes new facilities and additions
- Remodeling Projects: changes the use of currently assigned space
- Renovation Projects: improves or repairs existing facilities and/or provides infrastructure enhancements/improvements.

The documents have been prepared with due consideration of enrollment growth projections, anticipated program changes, and a current assessment of all facilities/infrastructure. All planned projects were updated to reflect facility cost escalation and 2013-14 Public Education Capital Outlay (PECO) appropriations.

The remodeling/renovation of Building P to house the Fire Science Technology and Fire Fighting Programs is not included in the CIP because funding has already been granted for the project.

SUGGESTED MOTION:

Move to approve the Capital Improvement Program Plans for 2014-15 through 2018-19 and submission to the Division of Florida Colleges as presented.

**South Florida State College
Capital Improvement Program
FY 2014-15 through FY 2018-19**

**Renovation Projects
(Includes Site Improvements)**

Priority	Project	Description	Funding Request	
1	General Renovation/ Remodeling, Infrastructure and Site Improvements for District Facilities	Funds will be used for general renovation and remodeling projects including replacement of roofs and roofing membranes, expand and improve parking, construct roadways and sidewalks, expand and upgrade irrigation systems and landscaping and infrastructure, renovate and extend underground utility systems, renovate exterior rest rooms, implement Life Safety projects, and construction of renewable alternative energy resources for physical plant operations.	2014-15	\$1,111,216
			2015-16	1,265,000
			2016-17	1,547,500
			2017-18	1,540,000
			2018-19	657,500
			Total	\$6,121,216
2	Equipment Purchase/Replacement – College Wide	Funds will be used for purchase or replacement of equipment for existing facilities.	2014-15	\$1,100,000
			2015-16	700,000
			2016-17	400,000
			2017-18	400,000
			2018-19	400,000
			Total	\$3,000,000
3	Replacement of Roofs – College Wide	Funds will be used for replacement of roofs at existing facilities.	2014-15	\$300,000
			2015-16	300,000
			2016-17	300,000
			2017-18	300,000
			2018-19	300,000
			Total	\$1,500,000
4	Facility 9104 – Community Education Center Lake Placid Center 18,407 nsf	Renovate entire Gymnasium facility for Community Education and Student Services programming and other uses as needed.	2015-16	\$471,903
			2016-17	3,836,611
			2017-18	\$381,417
			Total	\$4,689,931
Total Request			\$15,311,147	



OFFICE OF THE PRESIDENT

Item 8.2

PRESENT TO BOARD: JUNE 26, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: EDUCATIONAL PLANT SURVEY

Every five (5) years, the college is required to conduct and submit to the Florida Department of Education an Educational Plant Survey. The survey serves as our documentation of need for the new and expanded facilities in the Master Plan and proposes a construction, remodeling and renovation program for the next five (5) years. The survey consists of various exhibits which document: (1) projected student population growth and the academic programs to handle that growth; (2) currently existing facility spaces; (3) the expected deficit of available space on all four College-owned campuses and centers.

Statewide changes in adult education programs (e.g. FTE formula changes and assessment of tuition and residency documentation for the first time) have resulted in significant capital outlay FTE reductions and projected growth compared to projections from five years ago. Additionally, construction of a new facility to house allied health and science classrooms and labs on the Highlands Campus, remodeling unused space into quality classrooms and labs at the Lake Placid Center, and renovation/remodeling of classroom spaces in the music wing of the Auditorium have resulted in additional classroom and laboratory space. The downturn in the economy has also contributed to less need for new/remodeled facilities at this time. We've been blessed with funds for many wonderful new construction, remodeling, and renovation projects in recent years, so our facility needs are very minimal at this time. The survey reports that we have no demonstrated need for new construction projects, but it does illustrate the need for renovation project funding as well as site development and site improvement funding.

When the survey is approved by the Florida Department of Education, we will then qualify to request funding for identified needs as prioritized in the annual Capital Improvement Program (CIP) request or through the Project Priority List (PPL) for local CO&DS funds.

The proposed Educational Plant Survey for SFSC through June, 2018 is provided under separate cover for your consideration. The survey recommendations allow us to move forward with funding requests as stated above. However, with the start of new baccalaureate degree programs and additional enrollment growth anticipated, it is likely that additional needs will be identified during the 2013 – 2018 survey period. After the survey is approved, it can be modified at any time and resubmitted for approval. Staff waited to begin an update of the 2020 Campus Master Plan until Dr. Leitzel gets an opportunity to participate fully, and following that update, it is expected that a revised survey will need to be submitted during this survey period. A brief presentation of the survey will be provided during the Board meeting.

SUGGESTED MOTION:

Move to approve the Educational Plant Survey as presented.



OFFICE OF THE PRESIDENT

Item 8.3

PRESENT TO BOARD: JUNE 26, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: DUAL ENROLLMENT RATE REVISION

We received a legal opinion from the Department of Education stating that the standard fee rates for tuition will be held to prior year's rates. The student fees as approved by the Board in May are within the range of what Colleges are allowed to charge as we did not increase the fees from the prior year. However, the dual enrollment rates for tuition are to be exactly the standard fee and there was a legal question with the veto of the student fees as to whether the new standard fee would be last year's standard rate or last year's standard rate plus the Consumer Price Index (CPI) rate. The Board approved the dual enrollment rates to include the increase. To comply with the ruling of the legal opinion, it is recommended that the Board approve the revision of the dual enrollment rates to \$71.98 per credit hour for credit programs and to \$2.33 per contact hour for non-credit programs.

SUGGESTED MOTION:

Move to approve the Student Fee Rates for 2013-2014 as presented.

SOUTH FLORIDA STATE COLLEGE

STUDENT FEE RATES 2013-14

REVISED AND APPROVED JUNE 26, 2013

PROGRAM:	TUITION FEES					OUT OF STATE FEES				
	Matriculation	Student Financial Aid Fee	Student Activity Fee	Technology Fee	Capital Improvement Fee	TOTAL TUITION	Tuition	Student Financial Aid Fee	Technology Fee	Capital Improvement Fee
	Fund 1	Fund 5	Fund 2	Fund 1	Fund 7		Fund 1	Fund 5	Fund 1	Fund 7
BACCALAUREATE PROGRAMS										
CREDIT HOUR	91.79	4.59	9.18	4.59	9.18	119.33	275.37	13.77	13.77	27.54
CREDIT PROGRAMS ** (A&P, PSV, COLLEGE PREP, & EPI)										
CREDIT HOUR	79.18	5.54	7.92	3.96	7.92	104.52	237.54	16.62	11.88	23.75
Dual Enrollment per Credit Hour	71.98					71.98				
NON-CREDIT PROGRAMS (PSAV)**										
CREDIT HOUR	73.20	7.20	0.00	3.60	3.60	87.60	219.60	21.60	10.80	10.80
CONTACT HOUR	2.44	0.24	0.00	0.12	0.12	2.92	7.32	0.72	0.36	0.36
Dual Enrollment per Contact Hour	2.33					2.33				
ADULT GENERAL EDUCATION	31.82	3.18	0.00	1.59	1.59	38.18	95.45	9.55	4.77	4.77
ADULT GENERAL EDUCATION PER TERM	28.50	0.00	0.00	0.00	0.00	28.50	85.50	0.00	0.00	0.00

**Full Cost = Total Out of State Fees; Dual Enrollment fees shall be paid to the College for classes taught on the College campus to Dual Enrollment students. Classes

CWE FEES

As prescribed in Section 1009.22(3)(b), Florida Statutes, fees for continuing workforce education shall be locally determined by the community college board. However,

COMMUNITY EDUCATION, SHORT TERM PSAV LAB FEES, AND CONTINUING WORKFORCE EDUCATION

Fees for these courses are established course by course to fully recover costs.

Short Term PSAV Lab Fees

Lab fees for short term PSAV classes are to be established course by course to fully recover costs.

SERVICE CHARGE FOR DEFERRED FEES

Section 1009.23(15) allows each college to assess a service charge for the payment of tuition and fees in installments. Deferral of fees under this provision is managed by Nelnet. The fee varies between \$25 and \$35 depending upon the duration of the deferral.

MISCELLANEOUS STUDENT FEES

Application to Graduate \$15; Cap and Gown - Based on actual cost; Replacement Diploma \$25; Admission Fee \$25; Transcript Fee (hardcopy) \$5; Electronic Transcript - No Fee; Transient Student Fee \$5; Testing Fees are based on cost; Application Fee \$15.

9.0 Reports



OFFICE OF THE PRESIDENT

Item 9.2

PRESENT TO BOARD: JUNE 26, 2013

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

SUBJECT: RESOURCE DEVELOPMENT REPORT

I. Grants Funded

- A. Title:** K-20 Campus Security/Highlands
Source: Florida Department of Education
State Homeland Security Grant
Amount: \$10,000
Description: This funded project will provide a networked, digital video recorder and solar-powered security cameras on the Highlands Campus of SFSC.
- B. Title:** K-20 Campus Security/DeSoto
Source: Florida Department of Education
State Homeland Security Grant
Amount: \$9,980
Description: This funded project will provide a networked, digital video recorder and solar-powered security cameras on the DeSoto Campus of SFSC.
- C. Title:** Health Service Grant
Source: Highlands County Hospital District Board
Amount: \$12,000
Description: This program will provide *pro bono* dental hygiene services to high-need residents of Highlands County. The primary focus will be on children under the age of eighteen.
- D. Title:** Retired & Senior Volunteer Program (RSVP)
Source: Corporation for National and Community Service
Amount: \$1,500
Description: This represents a budget increase for the 2012-2013 RSVP grant bringing the total awarded from \$44,534 to \$46,034.

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, Inc. since the May 2013 meeting of the College District Board of Trustees. The included dates are May 8, 2013 through June 6, 2013. The total amount being reported is **\$65,077.43**.

South Florida State College Foundation, Inc				
Gift Summary Report 5/8/13 through 6/6/13				
	Gift			
Fund Description	Count	Cash	Pledges	Total
Unrestricted	36	\$2,007.15	\$0.00	\$2,007.15
Jacaranda Restoration Fund	1	\$6.00	\$0.00	\$6.00
African American-Dennard	1	\$25.00	\$0.00	\$25.00
SFSC General Scholarship	9	\$40,130.00	\$0.00	\$40,130.00
Joe Johnston/Bette McDearman Memorial	1	\$20.00	\$0.00	\$20.00
General Nursing Scholarship	3	\$4,424.26	\$0.00	\$4,424.26
SFSC Community Fund	9	\$76.00	\$0.00	\$76.00
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
Take Stock In Children - Ops	2	\$2,000.00	\$0.00	\$2,000.00
Dental Programs	2	\$120.00	\$0.00	\$120.00
MOFAC	4	\$7.50	\$2,500.00	\$2,507.50
Highlands County Bar Association Scholarship	1	\$20.00	\$0.00	\$20.00
Sebring Elks Club Scholarship	1	\$1,000.00	\$0.00	\$1,000.00
The SFSC Artists Group	1	\$500.00	\$0.00	\$500.00
Our Lady of Grace Catholic Church	1	\$3,000.00	\$0.00	\$3,000.00
Norman L. Stephens Endowment	14	\$3,834.00	\$5,240.00	\$9,074.00
TSIC Scholarships	10	\$90.52	\$0.00	\$90.52
Grand Totals:		\$57,337.43	\$7,740.00	\$65,077.43
102 Gift(s) listed				
90 Donor(s) listed				



OFFICE OF THE PRESIDENT

Item 9.3

PRESENT TO BOARD: JUNE 26, 2013

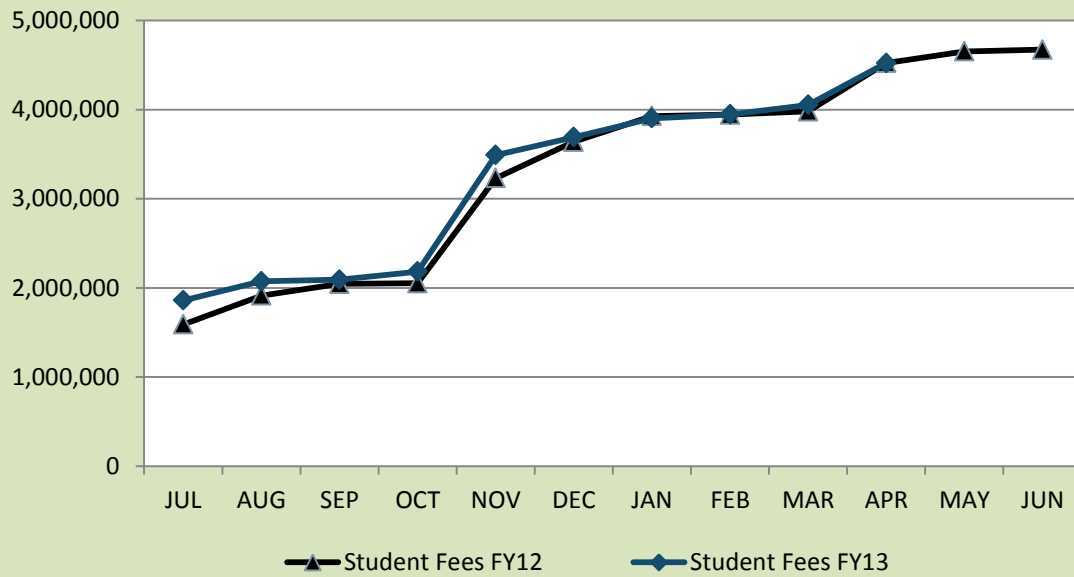
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: NORMAN L. STEPHENS, JR. 

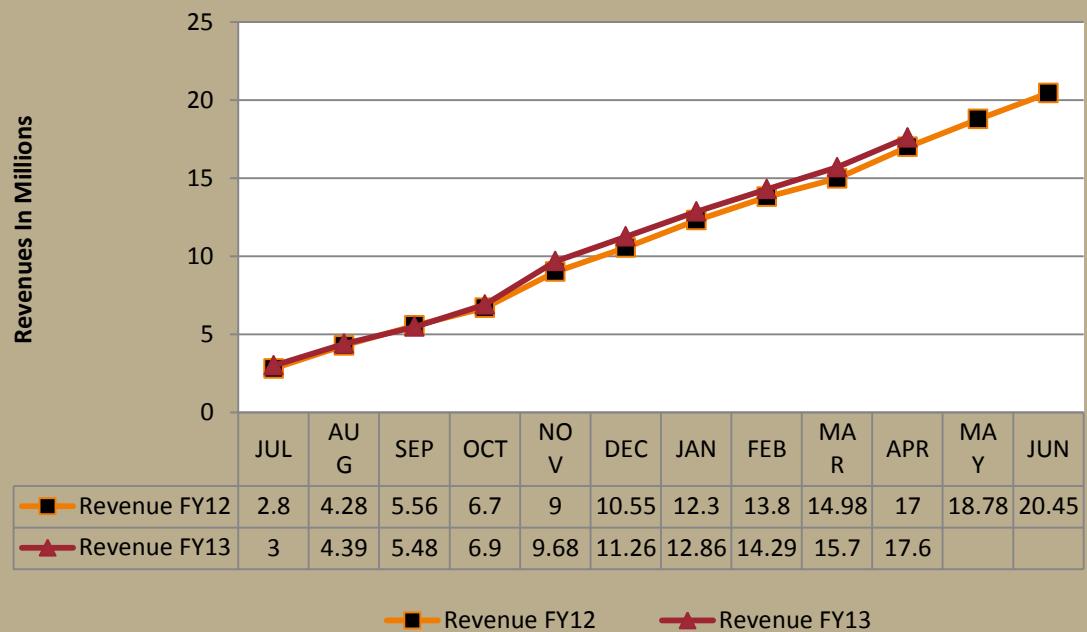
SUBJECT: FINANCIAL REPORT SUMMARY & GRAPHS – **INFORMATION ITEM**

Attached are the Revenue and Expenditures graphs through April 2013.

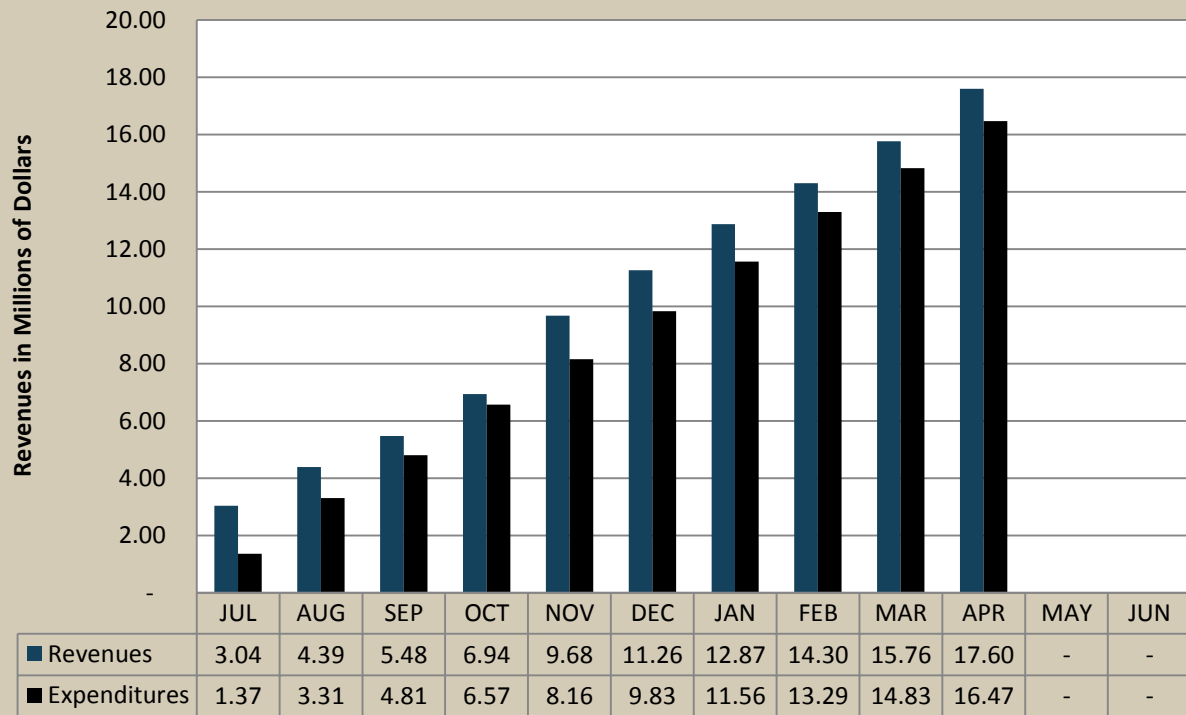
South Florida State College
Fund 1 Student Fee Revenue, FY 12 vs FY 13



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



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



South Florida State College					
Revenues and Expenditures					
For the Month Ended April 30, 2013					
Account Code	Account Title	Budget Amount	Amount	Difference	Percentage Collected/Spent to Date
401XX	Matriculation/Tuition	\$ 4,067,382.00	\$ 3,817,504.75	\$ 249,877.25	93.86%
403XX	Non Resident Fees	119,314.00	83,643.24	35,670.76	70.10%
404XX	Laboratory Fees	344,800.00	356,558.10	(11,758.10)	103.41%
40600	Graduation Fees	13,825.00	17,595.20	(3,770.20)	127.27%
40700	Transcript Fee	9,500.00	7,884.11	1,615.89	82.99%
408XX	Technology Fees	186,543.00	181,769.75	4,773.25	97.44%
409XX	Other Student Fees	66,190.00	59,026.75	7,163.25	89.18%
42110	FCSPP-General Revenue	12,547,531.00	10,745,682.00	1,801,849.00	85.64%
42210	CO&DS Entitlement	2,150.00	-	2,150.00	0.00%
42610	FCSPP-Lottery	2,604,754.00	1,736,503.00	868,251.00	66.67%
43900	Indirect Costs Recovered - Federal	125,000.00	59,232.18	65,767.82	47.39%
44100	Gifts from Individuals	11,125.00	10,219.73	905.27	91.86%
44200	Gifts from Charitable Organizations	1,000.00	1,000.00	-	100.00%
44300	Gifts from Business and Industries	6,460.00	6,412.08	47.92	99.26%
44400	Private Grants and Contracts	-	1,739.13	(1,739.13)	100.00%
46201	Commissions-Concessions Taxable	4,000.00	-	4,000.00	0.00%
46400	Use of College Facilities	77,500.00	67,649.97	9,850.03	87.29%
46401	Rental - Tri-County Human Svcs	138,902.00	115,751.90	23,150.10	83.33%
466XX	Other Sales and Services	264,340.00	239,547.49	24,792.51	90.62%
48100	Interest and Dividends	7,500.00	6,280.53	1,219.47	83.74%
487XX	Fines and Penalties	3,650.00	3,452.20	197.80	94.58%
49XXX	Transfers and Other Revenue	153,181.00	83,634.05	69,546.95	54.60%
	Total Revenue	\$ 20,754,647.00	\$ 17,601,086.16	\$ 3,153,560.84	84.81%
51XXX	Management	\$ 1,810,765.00	\$ 1,561,760.40	\$ 249,004.60	86.25%
52XXX	Instruction	4,441,013.99	3,404,084.78	1,036,929.21	76.65%
53XXX	Other Professional	2,670,241.90	2,218,423.93	451,817.97	83.08%
54XXX	Career Staff	2,648,981.02	2,181,688.64	467,292.38	82.36%
56XXX	Other Personnel Services-Instructional	877,827.00	657,229.38	220,597.62	74.87%
57XXX	Other Professional-Tech/Clerical/Trade	132,294.00	85,998.88	46,295.12	65.01%
580XX	Student Employment-Work Study	25,000.00	22,838.89	2,161.11	91.36%
585XX	Employee Awards	4,500.00	4,623.30	(123.30)	102.74%
59XXX	Benefits	3,448,128.00	2,384,407.66	1,063,720.34	69.15%
	Total Personnel	\$ 16,058,750.91	\$ 12,521,055.86	\$ 3,537,695.05	77.97%
605XX	Travel	\$ 275,920.00	\$ 189,427.79	\$ 86,492.21	68.65%
61000	Freight and Postage	37,900.00	30,157.12	7,742.88	79.57%
61500	Telecommunications	125,000.00	110,183.08	14,816.92	88.15%
62000	Printing	74,498.00	40,534.67	33,963.33	54.41%
625XX	Repairs and Maintenance	822,880.00	613,685.94	209,194.06	74.58%
630XX	Rentals	188,658.00	152,586.25	36,071.75	80.88%
635XX	Insurance	341,650.00	340,426.62	1,223.38	99.64%
640XX	Utilities	1,397,300.00	1,114,518.82	282,781.18	79.76%
645XX	Other Services	447,454.00	320,942.24	126,511.76	71.73%
650XX	Professional Fees	195,300.00	138,312.40	56,987.60	70.82%
655XX	Education Office/Dept Material Supp	392,780.00	329,969.43	62,810.57	84.01%
657XX	Data Software-Non-Capitalized	40,919.00	76,057.93	(35,138.93)	185.87%
66000	Maint/Construction Material/Supp	272,049.00	214,842.30	57,206.70	78.97%
665XX	Other Materials and Supplies	193,847.00	76,393.56	117,453.44	39.41%
670XX	Subscriptions/Library Books	36,954.00	33,893.96	3,060.04	91.72%
67500	Purchases for Resale	68,500.00	43,856.34	24,643.66	64.02%
680XX	Scholarships	35,000.00	24,688.50	10,311.50	70.54%
69XXX	Transfers and Other Expenses	70,000.00	25,385.38	44,614.62	36.26%
	Total Current Expenses	\$ 5,016,609.00	\$ 3,875,862.33	\$ 1,140,746.67	77.26%
706XX	Minor Equipment>1000<5000	\$ 39,422.00	\$ 39,360.13	\$ 61.87	99.84%
71000	Furniture and Equipment	32,346.00	32,346.00	-	100.00%
	Total Capital Outlay	\$ 71,768.00	\$ 71,706.13	\$ 61.87	99.91%