



**SFSC  
District Board of Trustees  
Regular Meeting  
July 23, 2014**

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

---

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

---

**1.0 *Call to Order and Preliminary Matters***



OFFICE OF THE PRESIDENT

Item 1.1

PRESENT TO BOARD: JULY 23, 2014

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: ADOPTION OF AGENDA

It is recommended that the agenda of the regular meeting of July 23, 2014 be adopted.

**SUGGESTED MOTION:**

**Move to adopt the agenda of the regular meeting of July 23, 2014 as presented.**

**AGENDA**  
**SOUTH FLORIDA STATE COLLEGE**  
**DISTRICT BOARD OF TRUSTEES**  
**HIGHLANDS CAMPUS**  
**JULY 23, 2014**  
**6:00 P.M.**

- 1.0 Call to Order and Preliminary Matters
  - 1.1 Adoption of Agenda
  - 1.2 Approval of Minutes
    - 1.2.1 Regular Meeting – June 25, 2014
  - 1.3 Reorganization of the Board
  - 1.4 Adoption of 2014-2015 Meeting Schedule and Review of Agenda Master Calendar
- 2.0 Communications, Introductions, and Recognition
  - 2.1 New Employee Introductions
- 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 – Florida Department of Agriculture
    - 5.2.2 Service Agreement – Ave Maria University Preparatory School
  - 5.3 Grant Applications
    - 5.3.1 Adults with Disabilities - \$170,000
  - 5.4 Operating Actions
    - 5.4.1 Monthly Accounts Payable & Payroll Payment Summary
    - 5.4.2 Addition to Customer Billing List
- 6.0 Planning and Policy Issues
- 7.0 Academic and Student Matters
  - 7.1 Curriculum Proposals
  - 7.2 Adult High School Program
- 8.0 Purchasing and Other Action Items
  - 8.1 Grant Application – Citrus Greening Proposal
- 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

PRESENT TO BOARD: JULY 23, 2014

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: MINUTES – REGULAR MEETING – JUNE 25, 2014

It is recommended that the minutes of the regular meeting held June 25, 2014 as presented and recorded in the Supplemental Minute Book, be approved.

**SUGGESTED MOTION:**

**Move to approve the minutes of the June 25, 2014 regular meeting as presented.**

**MEETING MINUTES  
SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES  
JUNE 25, 2014**

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

**Members Excused:** Dr. Louis Kirschner

**Staff Present:** Ms. Annie Alexander-Harvey    Mr. Don Appelquist    Mr. Kevin Brown  
Mrs. Tammy Bush    Mrs. Teresa Crawford    Mrs. Susie Hale  
Mrs. Deborah Latter    Mr. Glenn Little    Dr. Mike McLeod  
Dr. Leana Revell    Mrs. Becky Sroda    Dr. Chris van der Kaay  
Mrs. June Weyrauch    Dr. Deborah Fuschetti

**Others Present:** Mr. William (Pep) Hutchinson, Resident of Highlands County

**CALL TO ORDER**

At 6:04 p.m., the regular meeting of the District Board of Trustees was called to order at the Hardee Campus by Board Chair, Mr. Joe Wright.

**1.0 PRELIMINARY MATTERS**

**1.1 Adoption of Agenda**

**Mrs. Cullens made a motion, seconded by Mr. Bryan, to adopt the agenda of the regular meeting held June 25, 2014 as recommended.** Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

**1.2 Approval of Minutes**

**1.2.1 Budget Workshop Minutes**

**Mr. Lambert made a motion, seconded by Mrs. Cullens, to approve the minutes of the budget workshop held May 28, 2014.** Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

**1.2.2 Regular Meeting Minutes**

**Mrs. Rider made a motion, seconded by Mrs. Puckorius, to approve the minutes of the regular meeting held May 28, 2014.** Those voting

in favor of the motion were Mr. Backer, Mr. Byran, Mrs. Cullens, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

**1.3 Proposed 2014-2015 Meeting Schedule and Review of Agenda Master Calendar**

The proposed 2014-2015 meeting schedule was brought for review. This schedule of meetings will be brought back to the July 23 DBOT meeting, with any recommended changes, for consideration. The agenda master calendar was also reviewed with no changes. **(EXHIBIT "A")**

**2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITION**

**2.1 Employee Retirement Recognition**

**Mrs. Puckorius made a motion, seconded by Mr. Backer, to recognize the retirement of Annie Alexander-Harvey, effective June 30, 2014.** Ms.

Alexander-Harvey was presented with a certificate of Dean Emerita for her 17 years of service. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote. (EXHIBIT "B")**

**3.0 PUBLIC COMMENT**

Mr. William (Pep) Hutchinson, a resident of Highlands County, asked to come before the Trustees to speak about the college's Career Academy and dual enrollment. He stated that both are great offerings to the students of Highlands County and hoped the college would continue to get more students involved.

**4.0 PRESENTATION**

None

**5.0 CONSENT AGENDA ACTION ITEMS**

**5.1 Personnel Actions**

Approved a list of appointments, full-time professional staff; full-time faculty; reappointments, full-time faculty 2014-15; full-time professional staff 2014-15; full-time career staff 2014-15; and adjunct faculty 2013-14, academic year as needed.

**(EXHIBIT "C")**

**5.2 Agreement and Contracts**

**5.2.1** Approved entering into annual dual enrollment agreements with schools and school districts for the 2014-2015 academic year as presented.

**(EXHIBIT "D")**

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

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

**5.2.4** Approved the renewal of a lease agreement with Tri-County Human Services, Inc. as presented. **(EXHIBIT "G")**

**5.3 Grant Applications**

**5.3.1 Mosquito Control Research**

FL Dept of Agriculture and Consumer Services  
General Inspection Trust Fund

\$25,000.00

**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 May 2014. **(EXHIBIT "H")**

**5.4.2 Customer Billing List**

Approved the addition of the Boys and Girls Club of Highlands County to the college's customer billing list. **(EXHIBIT "I")**

**5.4.3 Donation**

Approved the donation of an automobile title for a 2008 Ford Crown Victoria, valued at \$6,000.00 to SFSC's Auto Mechanics Program at the DeSoto Campus.

**5.4.4 Uncollectible Debt**

Approved a request to write off uncollectible debt in the amount of \$46,525.48. **(EXHIBIT "J")**

**Mrs. Cullens made a motion, seconded by Mr. Lambert, to approve the Consent Agenda, Items 5.1 through 5.4.4 as presented.** Mr. Bryan disclosed that he serves on the CareerSource Heartland Board (Item 5.2.2). Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

**6.0 PLANNING AND POLICY ISSUES**

None

**7.0 ACADEMIC AND STUDENT MATTERS**

**7.1 Curriculum Proposals**

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

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

**7.2 Fee Proposals**

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

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



## 8.0 PURCHASING AND OTHER ACTION ITEMS

### 8.1 Capital Improvement Program

Approved the Capital Improvement Program plans for 2015-16 through 2019-20 and submission to the Division of Florida Colleges as presented. **(EXHIBIT "M")**

**Mrs. Rider made a motion, seconded by Mr. Bryan, to approve the Capital Improvement Program plans for 2015-16 through 2019-20 and submission to the Division of Florida Colleges as presented.** Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

## 9.0 REPORTS

### 9.1 Facilities

No report was presented.

### 9.2 Resource Development

#### **Donations and Pledges**

The South Florida State College Foundation, Inc. received donations and pledges in the amount of **\$20,250.75** from May 13, 2014 through June 10, 2014.

Mr. Appelquist distributed information regarding MOFAC's Exhibit Schedule and sponsorships available for 2014-15. He also shared that the South Florida State College TSIC program is one of many in the state. Some serve one county, some serve multiple counties. We of course, serve three: DeSoto, Hardee, and Highlands. There also exists a parent organization (a state-wide TSIC program) that assists the local programs with materials and provides limited funding for program management. The funding is a legislative appropriation and is allocated to the local agencies based upon a rating system called the "balanced scorecard." This year our program received the highest rating – Gold Level – because we exceeded the recommended target levels on 12 of 15 performance indicators. We met the targets on the other 3. I bring this to you as a means of acknowledging and giving credit to the great work of our program coordinator, Irene Castanon. More than anyone else her diligent work and dedication to success are responsible for the quality and success of our program. Irene is a hard worker, she loves Take Stock in Children, she loves the kids, and she loves our college.

### 9.3 Financial Report

Financial graphs and a summary of revenue and expenditures through the month of April 2014 were presented as information items. Mr. Little reported that the college should end the year with a fund balance between 9.5% and 9.8%. The final number should be available July 15-18. He thanked program managers and staff for their efforts. **(EXHIBIT "N")**

### 9.4 President's Report

1. Dr. Leitzel thanked Mrs. Crawford for the use of the conference room for the meeting. He stated that he and Mr. Little recently toured the campuses to review signage and shared that staff was busy assisting students.
2. Dr. Leitzel stated that an accreditation site visit by CoAEMSP (Committee on Accreditation for the Emergency Medical Services Professions) will take place on

3. June 30 and July 1 on the Highlands Campus. Mr. Brown stated that Mrs. Sroda and Mr. Steve Ashworth have worked hard and feels it will go well and thanked Mr. Little and the maintenance staff for their assistance with the site visit and Building P renovations. Mrs. Sroda stated that she is very prepared.
4. Dr. Leitzel shared information regarding the promotional campaign's new concept: Experience Orange from Orange Revolution. He thanked Mr. Lambert for his suggestion of the word – Experience. Dr. Leitzel stated that material is now in the process of being developed.
5. Dr. Leitzel shared a photo of SFSC employee, Mr. Dan West, receiving a Professor Emeritus certificate on June 18, his last date of employment at the college. He has been with the college for 10 years as an instructor, Auto Collision and Repair.
6. Dr. Leitzel reported that summer enrollment is up approximately 6% from last year and that the 2 new Bachelor programs will likely reach capacity in the fall.
7. Dr. Leitzel reported that 12 out of 29 Hardee High School honor student graduates plan to attend SFSC.
8. Dr. Leitzel asked Mr. Brown to give an update on the Farm Bill. Mr. Brown stated that the preliminary application is due July 30. There are many people interested in the citrus greening project. Florida scientists are working together. The college has good academic and growing partnerships and we are finalizing goals and the purpose statement. The application due date is September 29.
9. Dr. Leitzel explained the possibility of Subway opening a store in the cafeteria on the Highlands Campus. He thanked Mrs. Cullens for introducing Mr. Lou Carter, a local franchise holder, to us. Mr. Little then shared the project details.
10. Dr. Leitzel shared a draft photo of the directional signage that will be placed at entrances along College Drive. He thanked Mr. Little for his work on the project.
11. Dr. Leitzel explained Turbovote, a project supported by the Florida College System designed to encourage students to become registered voters.
12. Dr. Leitzel stated that the Highlands County School Board has requested that the name of the Career Academy be changed and several options were discussed. The administration will continue to work with Highlands County officials to reach an agreed upon appropriate name.
13. Dr. Leitzel thanked the Trustees for the opportunity to work with them over the past year. His first year anniversary with the college is July 1.

#### **9.5 Board Attorney's Report**

Mrs. Karlson stated no report, but shared that her son recently attended STEM Quest camp and thought it was wonderful.

#### **9.6 Board Members' Reports**

Mrs. Rider stated no report.

Mr. Bryan apologized the missing the May budget workshop and regular meeting. He also thanked Dr. Leitzel and Dr. Fuschetti for the opportunity the personally handout diplomas to two students he knew at the May 6 Commencement.

Mrs. Cullens stated that she recently had the opportunity to speak to the Trustees of Florida Southwestern State College. She also thanked Dr. Leitzel for his first year with SFSC and wished everyone a wonderful July 4th Holiday.

Mrs. Cullens asked the Trustees for approval to serve Mr. Dave Talley's (Southeastern Region) remaining term on the Association of Community College Trustees (ACCT) Board. **Mr. Lambert made a motion, seconded by Mr. Bryan, to approve Mrs. Cullens' request to serve Mr. Dave Talley's remaining term on the Association of Community College Trustees (ACCT) Board.** Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

Mr. Lambert thanked Dr. Leitzel for the good job he has done this past year and hopes he'll have many more years with the college.

Mr. Backer stated that it has been a good year.

Mrs. Puckorius shared that she had recently attended her first Nursing Pinning and stated that it was very heart-felt ceremony.

**9.7 Board Chair Report**

Mr. Wright was happy that Dr. Leitzel's first year with the college went smoothly.

**10.0 ADJOURNMENT**

There being no further business to come before the Board, the meeting adjourned at 7:28 p.m.




OFFICE OF THE PRESIDENT

**Item 1.3**

PRESENT TO BOARD: JULY 23, 2014

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: REORGANIZATION OF THE BOARD

As stipulated in the State Board of Education Rules and SFSC District Board of Trustees Policy 2.02 (attached), each July the Board of Trustees holds an organization meeting in which Board officers are elected and the meeting schedule is adopted. The following items of business require your consideration:

1. Election of the Chair for 2014-2015
2. Election of the Vice Chair for 2014-2015
3. Election of the SFSC Foundation Liaison for 2014-2015

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

**POLICY NO.** 2.02

**TITLE:** SOUTH FLORIDA STATE COLLEGE DISTRICT BOARD OF TRUSTEES

**LEGAL AUTHORITY:** FLORIDA CONSTITUTION  
ARTICLE 1, SECTION 9 AND ARTICLE IV, SECTION 7  
FLORIDA STATUTES: 1001.61-65, 112.313, 112.52  
STATE BOARD OF EDUCATION RULE 6A-14.024

**OFFICE OF PRIMARY RESPONSIBILITY:** PRESIDENT'S OFFICE

---

The South Florida State College (SFSC) District Board of Trustees is a body politic and corporate entity. The terms "District Board" or "Board" as used herein shall mean the SFCC District Board of Trustees, and its members.

The Board has been given the responsibility and authority to carry out all powers and perform all duties provided for in the Florida Statutes (FS) and the State Board of Education Rules but only when acting as a Board. No individual member or committee of the Board shall have the power to act on behalf of the Board, unless specifically and legally authorized to do so by action duly taken by the Board. In case of unusual circumstances, ad hoc committees of the Board will act on matters for which the committee is appointed, which action will be confirmed and approved at a regular Board meeting.

**A. General:**

The District Board shall consist of a certain number of members as required by appropriate governing law or rule.

The primary role of the Board is to establish policies that will allow the president to administer the college effectively and efficiently. The Board is the sole official policy making body of the college. The Board shall be responsible for determining which programs and services are needed to serve the educational needs of the district and for determining the effectiveness and efficiency of the programs and services in meeting those needs.

The president and administration are responsible for operating the college under those policies and programs and for advising the Board on such matters.

Members of the Board shall serve without compensation but shall be reimbursed for reasonable expenses incurred in connection with their service as members. Expenses of the members shall be reimbursed in accordance with policies and procedures established by the college.

To continually improve their knowledge of community colleges, Board members should commit themselves to attend conferences, seminars, and meetings that pertain to their responsibilities, duties, and powers.

Board members should maintain the highest levels of integrity in the performance of their duties. Accordingly, all members of the Board shall avoid any conflict of interest or appearance of impropriety. Any member who has direct or indirect interest in any matter presented to the District Board shall notify the chair of the Board of that potential conflict and shall not participate in any discussion, decision, vote, or proceedings of the District Board in connection with that matter.

The members of the Board shall be covered under the college's indemnity insurance policies, to indemnify and protect the Trustees when damages are sought for alleged negligent or wrongful acts while acting in their capacity as members of the Board.

B. Meetings:

Regular meetings: Regular meetings of the Board shall be held in accordance with a schedule determined by the Board at its annual organizational meeting or as necessary to exercise their power and perform their duties. Notice of each regular meeting will be published in accordance with Florida Statutes.

Organizational meetings: The Board shall organize itself at the beginning of each fiscal year to select a chair, a vice chair, and other officers as deemed necessary, and to establish the dates, times, and location for its regular meetings.

Special or emergency meetings: Special or emergency meetings of the District Board may be called by the chair or by a majority of the members of the Board. Notice of special or emergency meetings will be made in accordance with Florida Statutes. No business shall be conducted or transacted in special or emergency meetings other than that which pertains to the purpose of the special or emergency meetings as set forth in the notice.

Conduct of District Board meetings: Except as may be otherwise provided by Board policy, the conduct of the meetings shall be governed by *Roberts Rules of Order*.

A majority of the voting members of the Board shall constitute a quorum. The voting method shall be determined at the discretion of the Board chair.

Except in an emergency as determined by the chair, the Board takes official action only on items which appear on the regular agenda. The agenda may be modified by a majority of the Board members present. The agenda may include a consent agenda with a variety of issues designed for one Board motion and vote. Upon request of any Board member, any issue may be removed from the consent agenda.

An individual or group may present an item for consideration by submitting the item in writing to the President's Office before noon, 14 days prior to a Board meeting, or at a time designated by the president. The Board chair may choose to recognize

individuals or groups for public comment at such times designated on the approved agenda.

The District Board approves, disapproves, tables, or refers specific recommendations of the District Board to the president.

Complete and accurate minutes of each meeting shall be maintained in an official book to be located in the President's Office.

C. Election of Board officers:

The Board officers elected by and from the Board of Trustees shall be a chairperson, a vice chairperson, and such other Board officers as may be determined by the Board. The Board officers shall be elected annually during the annual organizational meeting, or whenever a vacancy occurs, and at such other times as decided by the Board. Each Board officer shall hold office until the next annual organizational meeting or until a successor has been elected.

Unless otherwise determined by the Board, the vice chairperson will assume the office of the chairperson whenever the term of the chairperson ends or a vacancy occurs, but only if the current vice chairperson is willing and able to assume the office of chairperson. Unless otherwise decided by the Board, a new vice chairperson will then be elected. To allow each Board member an opportunity to serve as a Board officer, it shall be the practice to elect a vice chairperson who has been a member of the Board for the longest period of time without serving as a chairperson.

Any officer of the Board of Trustees may be removed from office by a majority vote of the Board members present during any regular meeting in which a quorum is present, or during a special meeting called for that purpose in which a quorum is present.

D. Legal services to the Board:

The Board may appoint an attorney who is not a member of the Board to serve at the pleasure of the Board. The attorney shall render legal opinions, represent the Board in legal proceedings, review and prepare legal documents, and attend meetings of the Board. The attorney shall call the Board's attention to any action or proposed action which is contrary to federal, state, or local laws, or to the policies of the college, or to contracts between the college and any persons, association, corporation, or governmental entity.

E. Appointment, suspension, and removal of Board members:

Members of the District Board of Trustees of SFSC are appointed by the Governor of Florida and confirmed by the Senate in regular session FS 1001.61 (2). The suspension and removal of a member of the District Board of Trustees of a Florida community college is governed by the procedures set forth in Article IV, Section 7 of the Florida Constitution and Title X, Chapter

112, Section 52, and Title XLVIII, Section 1001.61 (4) of the FS. Causes for suspension or removal are outlined in these provisions and due process is afforded the affected trustees as defined in the Florida Constitution Article I, Section 9.

**HISTORY: Last Reviewed 6/27/12**

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

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

**Revised:** 8/20/87, 11/28/01, 12/10/08, 4/28/10






OFFICE OF THE PRESIDENT

**Item 1.4**

PRESENT TO BOARD: JULY 23, 2014

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: MEETING SCHEDULE AND REVIEW OF AGENDA MASTER CALENDAR

Action Item:

The schedule of meetings for the 2014-2015 academic year located on the following page is recommended for your consideration.

Information:

The Annual Board of Trustees Calendar identifies the activities, meetings, and issues directly affecting the Board throughout the year. Please review the calendar on page 19 and identify any additional items that should be listed, or any changes that might be necessary.

**SUGGESTED MOTION:**

**Move to approve the South Florida State College District Board of Trustees Meeting Schedule for the 2014 -2015 academic year as presented.**

NOTICE OF MEETING DATES (PROPOSED)  
SOUTH FLORIDA STATE COLLEGE DISTRICT BOARD OF TRUSTEES

The regular monthly meetings, planning workshop, and budget workshop of the South Florida State College District Board of Trustees will be held, with the general public invited, as listed below:

|                                     |                                      |   |
|-------------------------------------|--------------------------------------|---|
| <b>Wednesday, August 27, 2014</b>   | <b>Board Meeting – 6:00 p.m.</b>     | <b>DeSoto Campus, 2251 NE Turner Ave.,<br/>Arcadia, FL</b>          |
| <b>Wednesday, October 1, 2014</b>   | <b>Board Meeting – 6:00 p.m.</b>     | <b>Highlands Campus, 600 W. College Dr.,<br/>Avon Park, FL</b>      |
| <b>Wednesday, November 5, 2014</b>  | <b>Board Meeting – 6:00 p.m.</b>     | <b>Highlands Campus, 600 W. College Dr.,<br/>Avon Park, FL</b>      |
| <b>Wednesday, December 10, 2014</b> | <b>Planning Workshop – 4:00 p.m.</b> | <b>Highlands Campus, 600 W. College Dr.,<br/>Avon Park, FL</b>      |
| <b>Wednesday, December 10, 2014</b> | <b>Board Meeting – 6:00 p.m.</b>     | <b>Highlands Campus, 600 W. College Dr.,<br/>Avon Park, FL</b>      |
| <b>Wednesday, January 28, 2015</b>  | <b>Board Meeting – 6:00 p.m.</b>     | <b>Highlands Campus, 600 W. College Dr.,<br/>Avon Park, FL</b>      |
| <b>Wednesday, February 25, 2015</b> | <b>Board Meeting – 6:00 p.m.</b>     | <b>Lake Placid Center, 500 Interlake Blvd.,<br/>Lake Placid, FL</b> |
| <b>Wednesday, March 25, 2015</b>    | <b>Board Meeting – 6:00 p.m.</b>     | <b>Highlands Campus, 600 W. College Dr.,<br/>Avon Park, FL</b>      |
| <b>Wednesday, April 22, 2015</b>    | <b>Board Meeting – 6:00 p.m.</b>     | <b>Highlands Campus, 600 W. College Dr.,<br/>Avon Park, FL</b>      |
| <b>Wednesday, May 27, 2015</b>      | <b>Budget Workshop – 4:00 p.m.</b>   | <b>Highlands Campus, 600 W. College Dr.,<br/>Avon Park, FL</b>      |
| <b>Wednesday, May 27, 2015</b>      | <b>Board Meeting – 6:00 p.m.</b>     | <b>Highlands Campus, 600 W. College Dr.,<br/>Avon Park, FL</b>      |
| <b>Wednesday, June 24, 2015</b>     | <b>Board Meeting – 6:00 p.m.</b>     | <b>Hardee Campus, 2968 US Hwy 17 N,<br/>Bowling Green, FL</b>       |
| <b>Wednesday, July 22, 2015</b>     | <b>Board Meeting – 6:00 p.m.</b>     | <b>Highlands Campus, 600 W. College Dr.,<br/>Avon Park, FL</b>      |

General Subject Matter to Be Considered: Items of interest to the District Board of Trustees, including but not limited to, personnel matters, policy matters, business affairs, academic and student affairs, curriculum, grants, agreements, purchasing/construction, fee changes, monthly financial report, and other routine business. A copy of the Agenda may be obtained by contacting the President's office at (863) 784-7110.

IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE DISTRICT BOARD OF TRUSTEES WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING, THAT PERSON WILL NEED A RECORD OF THE PROCEEDINGS, AND MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

## District Board of Trustees Agenda Master Calendar

| AUGUST 2014   | SEPTEMBER 2014   | OCTOBER 2014  |
|---|--|---|
| <p>27 *Board Meeting, 6 PM<br/>DeSoto Campus</p>  | <p>25-26 AFC Trustees Annual Meeting, Jacksonville, FL</p>   | <p>1 *Board Meeting, 6 PM<br/>Highlands Campus</p> <p>22-25 ACCT Leadership Congress, Chicago, IL</p> <p>29-31 Annual AFC Convention<br/>Destin, FL</p> |
| NOVEMBER 2014   | DECEMBER 2014  | JANUARY 2015  |
| <p>5 *Board Meeting, 6 PM<br/>Highlands Campus</p>  | <p>1 Jacaranda Jubilee, SFSC Foundation, 6:30 PM</p> <p>10 *Planning Workshop, 4 PM<br/>Followed by Board Meeting, 6 PM, Highlands Campus</p> <p>11 SFSC Foundation Christmas Luncheon, 12PM<br/>Jacaranda Hotel</p> <p>18 SFSC Commencement</p> | <p>28 *Board Meeting, 6 PM<br/>Highlands Campus</p>   |
| FEBRUARY 2015   | MARCH 2015   | APRIL 2015  |
| <p>2-3 Trustees Legislative Conference</p> <p>9-12 ACCT Nat'l Legislative Summit<br/>Washington, DC</p> <p>25 *Board Meeting, 6 PM<br/>Lake Placid Center</p> | <p>25 *Board Meeting, 6 PM<br/>Highlands Campus</p>  | <p>22 *Board Meeting, 6 PM<br/>Highlands Campus<br/>(Student Activities Presentation)</p>   |
| MAY 2015  | JUNE 2015  | JULY 2015   |
| <p>7 SFSC Commencement</p> <p>27 *Budget Workshop, 4 PM<br/>Followed by Board Meeting, 6 PM, Highlands Campus</p>   | <p>24 *Board Meeting, 6PM<br/>Hardee Campus</p>  | <p>22 *Board Meeting, 6 PM<br/>Highlands Campus</p>   |

\*Tentative

**2.0 *Communications, Introductions, and Recognitions***




OFFICE OF THE PRESIDENT

Item 2.1

PRESENT TO BOARD: JULY 23, 2014

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: NEW EMPLOYEE INTRODUCTIONS

| Employee        | Position                     | Supervisor   | Hired    |
|-----------------|------------------------------|--------------|----------|
| Jose Rodriguez  | Courier                      | Dean Jordan  | 05/12/14 |
| Robin Southwell | Coordinator, Human Resources | Susan Hale   | 07/01/14 |
| Timothy Wise    | Dean, Student Services       | Leana Revell | 07/01/14 |

**3.0 *Public Comment***

## **4.0 *Presentations***

**5.0 Consent Agenda Action Items**





OFFICE OF THE PRESIDENT

**Item 5.0**

PRESENT TO BOARD: JULY 23, 2014

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: CONSENT AGENDA ACTION ITEMS

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

**SUGGESTED MOTION:**

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

|            | <b>CONSENT AGENDA ACTION ITEMS</b>                                       | <b>Page</b> |
|------------|--|-------------|
| <b>5.1</b> | <b>Personnel Actions</b>   | <b>27</b>   |
|            |  |             |
| <b>5.2</b> | <b>Agreement and Contracts</b>   |             |
|            | <b>5.2.1 Lease Agreement – Florida Department of Agriculture</b>         | <b>34</b>   |
|            | <b>5.2.2 Service Agreement – Ave Maria University Preparatory School</b> | <b>35</b>   |
|            |  |             |
| <b>5.3</b> | <b>Grant Applications</b>  |             |
|            | <b>5.3.1 Adults with Disabilities - \$170,000.00</b>                     | <b>36</b>   |
|            |  |             |
| <b>5.4</b> | <b>Operating Actions</b>   |             |
|            | <b>5.4.1 Monthly Accounts Payable &amp; Payroll Check Register</b>       | <b>37</b>   |
|            | <b>5.4.2 Addition to Customer Billing List</b>                           | <b>39</b>   |



OFFICE OF THE PRESIDENT

**Item 5.1**

PRESENT TO BOARD: JULY 23, 2014

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL

SUBJECT: PERSONNEL ACTIONS

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

**I. APPOINTMENTS, FULL-TIME PROFESSIONAL STAFF:**

| <u>Name</u>  | <u>Position</u>                     | <u>Effective Date</u> |
|--------------|-------------------------------------|-----------------------|
| Olano, Ruel  | End User Support Analyst            | 07/1/14               |
| Gottus, Tina | Director, Xcel-IT Program *         | 07/14/14              |
| Ivy, Curtis  | Director, Criminal Justice Programs | 07/14/14              |
| Snipe Dyron  | End User Support Analyst            | 07/15/14              |

\*Grant-Funded Position

**II. RESIGNATIONS/TERMINATIONS**

| <u>Name</u>      | <u>Position</u>                          | <u>Effective Date</u> |
|------------------|--|-----------------------|
| Johanna Johnston | Program Specialist, Agriculture Programs | 07/03/14              |
| Melanie Boulay   | Resource Development Assistant           | 07/25/14              |

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

| <u>Name</u>    | <u>Teaching Area</u> | <u>Rank</u> |
|----------------|----------------------|-------------|
| Stalter, Nancy | ABE/GED/ESOL         | II          |

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

| <u>Name</u>           | <u>Teaching Area</u>                   | <u>Rank</u> |
|-----------------------|--|-------------|
| Adams, Nancy          | Watercolor Painting                    | III         |
| Aguilar, Alexander    | ABE/GED/ESOL                           | III         |
| Anderson, Christopher | Mining Safety                          | IV          |
| Arce, Irma            | ESOL                                   | II          |
| Arpasi, Whitney       | Decorative Flowers                     | III         |
| Ashworth, Lori        | EMS Programs                           | IIIB        |
| Backo, Autumn         | English                                | II          |
| Baguia, Maria         | Nursing: ADN, PN                       | I           |
| Bailes, Jessica       | Nursing: BSN, ADN, PN, Nurse Assistant | II          |

|                         |  |      |
|-------------------------|--|------|
| Ball, Brandon A.        | Criminal Justice/EMS Programs          | II   |
| Banks, Charles          | A/C Technology/Appliance Repair        | IIIB |
| Baque, Roseangely       | FCCPC Observer/Intro to Childcare      | IIIB |
| Barber, Cynthia         | Fusible Applique' on Quilts            | IV   |
| Barkley, Patricia       | Criminal Justice                       | I    |
| Barrett, Cynthia        | College Reach Out/Youth Programs       | III  |
| Bates, Christopher      | Criminal Justice                       | IV   |
| Bates, Donna            | Aerobics                               | N/A  |
| Beck, Sharon            | English/Pre ACT Language Arts/Religion | II   |
| Bell, Jefferson         | Commercial Vehicle Driving             | III  |
| Biddle, Lance           | Criminal Justice                       | IV   |
| Bloom, Kay              | Business Education                     | II   |
| Bowden, William         | Criminal Justice                       | IV   |
| Bower, Ronald           | Digital Photography                    | IV   |
| Branch, Allen           | Crim. Just./Anatomy & Physiology       | II   |
| Brooks, Joseph          | Criminal Justice                       | IV   |
| Brown, Martha           | Nutrition                              | II   |
| Brown, Melodie          | ABE/GED/ESOL                           | II   |
| Brown-Ulm, Autumm       | ESOL/ABE/GED                           | III  |
| Bubb, Gregory           | Criminal Justice                       | III  |
| Bueford, Sean           | Criminal Justice                       | IV   |
| Burke, M. Daniel        | Criminal Justice                       | IV   |
| Burnett, Brenda         | Phlebotomy                             | IV   |
| Burton, Helen           | Adult Education                        | II   |
| Bynes, Betty            | Youth Programs                         | III  |
| Bynes, Melvin           | Developmental Mathematics              | II   |
| Cameron, Raymond        | Religion                               | II   |
| Campbell, Carolyn       | Mathematics                            | IIA  |
| Campbell, Christopher   | EMS Programs                           | IIIB |
| 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/Mathematics  | II   |
| Chess Jr., John         | Criminal Justice                       | IIIB |
| Clanton, Deborah H.     | Child Development & Education          | II   |
| Clayton II, Robert      | EMS Programs                           | IV   |
| Cohen, Jeremy           | EMS Programs                           | IIIB |
| Collar, Allysun         | ABE/GED/ESOL                           | III  |
| Cornelius, Beverly      | Education                              | II   |
| Cornelius, Jeff         | Business Mgmt & Supervision/Marketing  | II   |
| Crawford, Van I.        | Electrical Distribution Technology     | IIIB |
| Crawford, Vincent       | ABE/GED/ESOL                           | III  |
| 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  |
| Dawkins, Cynthia        | Youth Programs                         | III  |
| Day, Danielle           | English                                | IIA  |
| 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   |
| Douglass, Christine      | Nursing (Clinicals only)              | III  |
| Dowd, Norine             | Dental Education                      | III  |
| Durham, Michael          | Criminal Justice/Law                  | I    |
| Dutton, Carol            | Business/Accounting                   | IA   |
| Eason, John              | Criminal Justice/CPR                  | IV   |
| Edelson, Nona            | English/Humanities                    | II   |
| Edemidiong, Sunday       | ABE/GED/ESOL                          | II   |
| Eiland, Johnny           | Auto Collision Repair and Refinishing | IV   |
| Emanoilidis, George      | General Psychology/Human Development  | I    |
| Engelhardt, Patricia     | Psychology                            | IIA  |
| Eriksen, Maria del Pilar | Conversational Spanish                | IV   |
| Evans, Ted               | ABE/GED                               | II   |
| Exendine, Catherine      | Nursing                               | II   |
| Factor, Lawrence         | CPR                                   | IV   |
| Fanfan, Bernard          | ABE/GED/ESOL                          | III  |
| Fansler, James           | Criminal Justice                      | IV   |
| Farmer, Amanda           | Developmental Writing/Pre SAT         | III  |
| Fellman, Robert          | Mathematics                           | II   |
| Ferrante, Joshua J.      | EMS Programs                          | IIIB |
| Fishel, Robert           | Tag Artists                           | IV   |
| Fitch, Dustin            | EMT/Paramedic                         | IIIB |
| Flores, Leticia          | ABE/GED/ESOL                          | III  |
| Ford, Clell J.           | Ecology/Environmental Science         | II   |
| Ford, Irosnelly          | ABE/GED/ESOL/First Year Experience    | II   |
| Fort, Thomas             | Criminal Justice                      | IV   |
| Foster, Teresa L.        | Education                             | II   |
| Frakes, Gary             | Radiography                           | IV   |
| Franks, Amy              | ABE/GED/ESOL                          | II   |
| Franze, Denise           | Early Childhood Education             | III  |
| French, Rocio            | ABE/GED/ESOL                          | 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             | II   |
| Gilliard, Thomas         | Criminal Justice                      | 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                    | II   |
| Hall, Sara M.            | Child Development & Education         | II   |
| Hamilton, William J.     | Criminal Justice                      | IV   |
| Hanks, Eric              | EMS Programs                          | IIIB |
| Haralson Jr., Thomas     | Business                              | II   |
| Haralson, Thomas         | Criminal Justice                      | IV   |
| Harpe, Stacie            | Developmental Mathematics             | III  |

|                      |   |      |
|----------------------|---|------|
| Harris, Michael      | Criminal Justice                          | IV   |
| Hash, Philip         | Culinary Arts                             | IIIB |
| Hay, Jonathan        | Economics                                 | II   |
| Hayles, Diana        | Early Childhood Education                 | I    |
| Haynes, Joyce        | Medical Asst./Secretary (Career Academy)  | III  |
| Heim, Betty          | Art                                       | III  |
| Henderson, William   | ABE/GED/ESOL                              | III  |
| Hernandez, David     | Criminal Justice                          | IV   |
| Hinkle, Kelly        | EMS Programs                              | IV   |
| Hipps, Christie      | Youth Programs                            | II   |
| Hodge, Robert C.     | Electrical                                | IV   |
| Hogan, Brett         | EMS Programs                              | IIIB |
| Hoglund, Karl        | Criminal Justice                          | II   |
| Hollenberg, Patricia | Early Childhood Education                 | II   |
| Holt, Joseph         | Auto Collision Repair and Refinishing     | IV   |
| Hood, Sally          | Accounting                                | II   |
| Houseknecht, James   | Mathematics                               | II   |
| Huff, Jennifer       | EMS Programs                              | IIIB |
| Hulbert, Mary        | Pre SAT/Bridge-Study Skills               | III  |
| Hunt, Yvonne         | Nursing: ADN, PN                          | II   |
| Jahna, Penelope      | Mathematics (Dual Enrollment)             | II   |
| Jeans, Frederic      | ESOL                                      | II   |
| Jelinek, Julie Bess  | English                                   | II   |
| Johns, Sheila C.     | Math for Health Occupations               | IIIB |
| Johnson, Grover      | Elec. Apprenticeship/Com. 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, Richard | Education                                 | II   |
| Kules, Patricia      | Clogging                                  | N/A  |
| LaBelle, Randall     | Criminal Justice                          | II   |
| Lang, Anne M.        | Child Development & Education             | III  |
| Languigne, Selwyn    | Botany/Ag/Horticulture/Nursery Operations | II   |
| Latham, Lyn H.       | Computer Science/Secretarial/Business Ed  | II   |
| Lauren, Brittany     | ABE/GED/ESOL                              | III  |
| Lawrence, Ouida      | Hand Quilting                             | IV   |
| Lenihan, Elizabeth   | Business Law                              | I    |
| Lethbridge, Theresa  | Nursing: ADN, PN                          | III  |
| Lethbridge, Timothy  | Criminal Justice                          | II   |
| Leupold, Kenneth E.  | English & Literature/Humanities           | II   |
| Lewis, Mary Ann      | Education                                 | I    |
| Love, Amy            | History                                   | II   |
| Lumpkin, Velma D.    | Child Development & Education             | III  |
| Maddox, Kathryn      | ABE/GED/ESOL/Developmental English        | III  |
| Mahler, Carol        | English & Literature/Humanities/LLI       | II   |
| Marble, Joseph       | Criminal Justice/CPR/First Aid            | IV   |
| Markel, Tanna        | Drafting & Design                         | IIIB |
| Martin, Grace        | Developmental Reading                     | II   |
| Mattison, Jennifer   | Business Workshops/Marketing              | II   |
| Mattson, Gordon      | Lifetime Learners: Theatre, Cowboys       | N/A  |
| McCoy, Michael       | Education                                 | I    |
| McDonald, Margaret   | Nurs. Asst./Asst. Clin./Prac. Nurs. Prog. | IIIB |

|                        |  |      |
|------------------------|--|------|
| McGann, Sara           | Phlebotomy                               | IV   |
| McManus, Jennifer      | EMS Programs                             | IIIB |
| McManus, Nathan        | EMS Programs                             | IIIB |
| 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  |
| Milakovich, Sandy      | Medical Terminology/Medical Coding       | IV   |
| Miller, Lawrence       | American National Government             | I    |
| Miranda, MaryLynn      | Medical Assisting                        | IV   |
| Miriani, Denise        | ABE/GED/ESOL/Driver Education            | III  |
| Montanez Jr., Pedro E. | ESOL                                     | III  |
| Moore, Anne            | Humanities                               | II   |
| Morcate, Gustavo E.    | Fine & Applied Art                       | II   |
| Morgan, Kathleen       | Glass Painting/Woodworking               | IV   |
| Morris, Russell        | Criminal Justice                         | IIIB |
| Morse, Michael         | Criminal Justice                         | IV   |
| Mosley, Jackson        | Biological Sciences                      | II   |
| Mosley, Sheryl         | Education/Educator Preparation Institute | I    |
| Musgrave, Rebecca      | Psychology                               | II   |
| Neale, Tamara Lazo     | Criminal Justice                         | IV   |
| Newton, Janice         | Mathematics                              | IA   |
| Nickisch, David        | Developmental Mathematics                | III  |
| Noel, David            | Business                                 | II   |
| Norton, Penney         | Child Development & Education            | II   |
| Ogden, Thomas          | Criminal Justice                         | III  |
| Ortegon, Olga          | ABE/GED/ESOL                             | III  |
| Ortiz-Jiminez, Minerva | Driver Education                         | IV   |
| Ouverson, Susan        | Developmental Reading                    | II   |
| Palmer, Jerri          | Nursing                                  | II   |
| Parks, Sarah           | Education                                | II   |
| Patel, Minto           | Biology                                  | I    |
| Pella, Karen           | Education                                | II   |
| Peralta, Javier        | EMS Programs (CWE courses)               | IV   |
| Perez, Jesus           | EMS Programs                             | III  |
| Perry, Ronald          | Criminal Justice                         | IIIB |
| Peterson, Keith        | English                                  | I    |
| Pierre, Carole         | Dental Education                         | IIIB |
| Pinnell, Gary          | Developmental Writing/Journalism         | II   |
| Pinson, Mary E.        | EPI/Education                            | II   |
| Pollard, Vaden Shane   | Criminal Justice                         | III  |
| Porrata Jr., Orlando   | Mining Safety                            | IV   |
| Rancourt, Erielle      | Political Science                        | II   |
| Randall, Howard        | ABE/GED/ESOL                             | III  |
| Rebuck, Shirley        | Education/Mathematics                    | 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   |

|                         |                                    |      |
|-------------------------|------------------------------------|------|
| Rivera, Ashley          | ESOL/ABE/GED/Business              | II   |
| Rivera, Gloria E        | ABE/GED/ESOL                       | III  |
| Rivera, Vidannys        | ESOL                               | II   |
| Roberts, Deborah        | ABE/GED/ESOL                       | III  |
| Roberts, Michele        | Criminal Justice/Fitness           | II   |
| Roberts, Richard        | Education/Microcomputer Systems    | II   |
| Rodriguez, Carlos       | Nursery Operations                 | IV   |
| Rodriguez, Claudia      | ESOL, Spanish                      | II   |
| Rodriguez, Ladonna      | Floral Design                      | IV   |
| Rodriguez, Luz          | ESOL                               | IIA  |
| Rodriguez, Susan        | Nursery and Environmental Services | IV   |
| Roth, Jeff              | Management & Business Courses      | II   |
| Rouse, Kathleen         | Personal Fitness                   | N/A  |
| Salinas, Anavelia       | ESOL                               | II   |
| Salvo, Rino             | Biological Sciences                | I    |
| Schneider, Mark         | Criminal Justice                   | IV   |
| Schrader, Mark          | Criminal Justice                   | II   |
| Schult, Stefan          | ABE/GED                            | III  |
| Schumacher, Rebecca     | Nursing: ADN, PN, Nurse Assistant  | III  |
| Schwarze, Jason         | Mathematics                        | II   |
| Seda, Charlene          | ABE/GED/ESOL                       | I    |
| Serafino, Sonia         | Creative Writing                   | IV   |
| Seusy, Paul B.          | Business                           | I    |
| Sharp, John             | Youth Programs/Student Development | II   |
| Shayman, Linda          | English/Humanities                 | II   |
| Shiver, Martha          | Reading/Summer Bridge Program      | II   |
| Simmonds, Effie         | Education/Adult Education          | I    |
| Simmons, Donald         | Driver Education                   | IV   |
| Smith, Anna L.          | ABE/GED/ESOL                       | II   |
| Smith, Detrice J.       | ABE/GED                            | II   |
| Smith, Gregory          | CPR/First Aid                      | III  |
| Smith, Kimberly Ann     | Dev. Mathematics/Math of Finance   | III  |
| Smith, Rodger           | Psychology                         | I    |
| 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   |
| Stalter, Tracey         | Criminal Justice                   | III  |
| Stanphill, Archie       | Electrical Apprenticeship          | III  |
| Starling, Ariel         | Cosmetology                        | IV   |
| Stewart, David          | Criminal Justice                   | IV   |
| Straub, Raymond         | Photography                        | III  |
| Strickland, Rosemarie   | Child Development                  | II   |
| Stubbs, Davis B.        | Youth Programs                     | III  |
| Swearingen, Richard     | Beginning Sign Language            | IV   |
| Szeligo, John           | Education/History                  | IA   |
| Tarnowski, Marilyn      | English & Literature/Humanities    | II   |
| Taylor, Larry P.        | EMS Programs                       | II   |
| Temple, Cheryl          | English/Humanities                 | II   |
| Thomas, Melody          | English                            | II   |
| Thorley, Frank          | Smart Phone Technology             | II   |
| Tippie, Therese (Terra) | Dental Assisting                   | III  |



|                      |  |      |
|----------------------|--|------|
| Tomblin, Jessica     | Med./Admin. Sec. Prog (Lab components) | IV   |
| Tooley, Janet        | ABE/GED/ESOL                           | III  |
| True IV, Charles     | EMS Programs                           | IIIB |
| Vance, Nancy         | Nursing (Clinicals and PN)             | III  |
| Wade, Laura          | Theatre Institute/ABE/GED/ESOL         | III  |
| Ward, David          | Law/Criminal Justice                   | I    |
| Waters, Jerry C.     | Biological Sciences                    | II   |
| Watts, Michael       | Martial Arts                           | 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   |
| Williams, Timothy K. | ABE/GED/ESOL                           | II   |
| Williamson, Darrell  | Electrical Distribution Technology     | IV   |
| Wilson, Ashanti      | ABE/GED/ESOL/Master Student/FYE        | II   |
| Wise, Bernadette     | ABE/GED/ESOL                           | II   |
| Woods, Dustin        | ESOL/ABE/GED                           | II   |
| Word, Shelly         | Political Science                      | IIA  |
| Wright, Jerry L.     | Education                              | II   |
| Wyse, Bruce          | English & Literature/Humanities        | II   |

**SUGGESTED MOTION:**

**Move to approve the personnel recommendations as presented.**



OFFICE OF THE PRESIDENT

Item 5.2.1

PRESENT TO BOARD: JULY 23, 2014

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: LEASE AGREEMENT – FLORIDA DEPARTMENT OF AGRICULTURE

Approval is requested to renew a lease agreement between South Florida State College and the Florida Department of Agriculture for the rental of Room 103 at the SFSC Public Safety building. This is a renewal of the current lease for five (5) years at a rate of \$475.20 per month and represents a 3% increase in rent.

**SUGGESTED MOTION:**

**Move to approve the renewal of a lease agreement with the Florida Department of Agriculture as presented.**



OFFICE OF THE PRESIDENT

Item 5.2.2

PRESENT TO BOARD: JULY 23, 2014

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: SERVICE AGREEMENT – AVE MARIA UNIVERSITY PREPARATORY  
SCHOOL

Approval is requested to enter into agreements with Ave Maria University Preparatory School to provide reimbursement for facilities usage, materials, and transportation services needed to provide an agricultural program training area at the Ave Maria site in Myakka City and to provide transportation of students from this site to and from the DeSoto Campus and other sites as needed. The students will take classes at the SFSC Desoto Campus and selected laboratory experiences at the Myakka location.

**SUGGESTED MOTION:**

**Move to approve entry into agreements with Ave Maria University Preparatory School as presented.**



OFFICE OF THE PRESIDENT

**Item 5.3.1**

PRESENT TO BOARD: JULY 23, 2014

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANT APPLICATION – ADULTS WITH DISABILITIES

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

- Title: **Adults with Disabilities**
- Source: Florida Department of Education, Div. of Vocational Rehabilitation
- Amount: \$170,000
- Description: This grant program provides local adults with disabilities and senior citizens the opportunities to enhance their independent living skills and engage in lifelong learning and personal enrichment activities.

**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: JULY 23, 2014

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: MONTHLY ACCOUNTS PAYABLE/PAYROLL PAYMENT SUMMARY

The law requires that warrants be approved and made available for review. Detailed information on all disbursements for June 2014 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.**

| <b>Accounts Payable:</b> |                         |                       |                                      |                        |                         |                       |                         |                        |
|--------------------------|-------------------------|-----------------------|--------------------------------------|------------------------|-------------------------|-----------------------|-------------------------|------------------------|
|                          | <b>2013/2014 Checks</b> |                       | <b>2013/2014 Electronic Payments</b> |                        | <b>2013/2014 P-Card</b> |                       | <b>2013/2014 Totals</b> |                        |
|                          | No.                     | Amount                | No.                                  | Amount                 | No.                     | Amount                | No.                     | Amount                 |
| July                     | 482                     | \$496,264.26          | 144                                  | \$830,389.21           | 353                     | \$164,048.75          | 979                     | \$1,490,702.22         |
| Aug                      | 269                     | 263,023.82            | 280                                  | 1,079,241.59           | 470                     | 262,269.91            | 1019                    | \$1,604,535.32         |
| Sept                     | 274                     | 421,484.09            | 243                                  | 654,310.86             | 575                     | 205,769.15            | 1092                    | \$1,281,564.10         |
| Oct                      | 1736                    | 1,880,961.61          | 362                                  | 1,298,038.52           | 559                     | 201,925.33            | 2657                    | \$3,380,925.46         |
| Nov                      | 420                     | 467,434.47            | 252                                  | 813,428.33             | 676                     | 242,049.44            | 1348                    | \$1,522,912.24         |
| Dec                      | 278                     | 292,128.44            | 205                                  | 881,045.79             | 578                     | 177,888.47            | 1061                    | \$1,351,062.70         |
| Jan                      | 411                     | 424,306.76            | 286                                  | 393,999.53             | 400                     | 140,410.54            | 1097                    | \$958,716.83           |
| Feb                      | 1625                    | 1,809,761.26          | 313                                  | 1,221,536.52           | 479                     | 177,017.77            | 2417                    | \$3,208,315.55         |
| March                    | 283                     | 508,980.97            | 272                                  | 1,098,893.44           | 574                     | 219,042.15            | 1129                    | \$1,826,916.56         |
| April                    | 444                     | 367,207.37            | 362                                  | 878,205.68             | 431                     | 159,880.94            | 1237                    | \$1,405,293.99         |
| May                      | 260                     | 295,127.94            | 156                                  | 1,002,902.00           | 720                     | 276,620.20            | 1136                    | \$1,574,650.14         |
| June                     | 810                     | 577,243.84            | 199                                  | 929,155.36             | 495                     | 187,017.87            | 1504                    | \$1,693,417.07         |
| <b>Totals</b>            | <b>7292</b>             | <b>\$7,803,924.83</b> | <b>3074</b>                          | <b>\$11,081,146.83</b> | <b>6310</b>             | <b>\$2,413,940.52</b> | <b>16676</b>            | <b>\$21,299,012.18</b> |

| <b>Payroll:</b> |                         |                     |                                      |                        |                         |                        |  |  |
|-----------------|-------------------------|---------------------|--------------------------------------|------------------------|-------------------------|------------------------|--|--|
|                 | <b>2013/2014 Checks</b> |                     | <b>2013/2014 Electronic Payments</b> |                        | <b>2013/2014 Totals</b> |                        |  |  |
|                 | No.                     | Amount              | No.                                  | Amount                 | No.                     | Amount                 |  |  |
| July            | 45                      | \$40,227.64         | 474                                  | \$831,790.63           | 519                     | \$872,018.27           |  |  |
| Aug             | 26                      | 48,386.72           | 366                                  | 799,710.94             | 392                     | 848,097.66             |  |  |
| Sept            | 31                      | 30,424.84           | 403                                  | 793,741.48             | 434                     | 824,166.32             |  |  |
| Oct             | 25                      | 37,565.91           | 433                                  | 844,149.18             | 458                     | 881,715.09             |  |  |
| Nov             | 43                      | 40,210.88           | 444                                  | 842,054.51             | 487                     | 882,265.39             |  |  |
| Dec             | 35                      | 47,611.17           | 451                                  | 881,175.09             | 486                     | 928,786.26             |  |  |
| Jan             | 37                      | 45,244.54           | 441                                  | 833,574.13             | 478                     | 878,818.67             |  |  |
| Feb             | 35                      | 45,849.73           | 426                                  | 826,860.70             | 461                     | 872,710.43             |  |  |
| March           | 47                      | 42,335.58           | 438                                  | 841,883.18             | 485                     | 884,218.76             |  |  |
| April           | 34                      | 42,193.38           | 442                                  | 874,211.68             | 476                     | 916,405.06             |  |  |
| May             | 38                      | 55,473.12           | 446                                  | 869,826.87             | 484                     | 925,299.99             |  |  |
| June            | 29                      | 45,631.50           | 395                                  | 837,930.67             | 424                     | 883,562.17             |  |  |
| <b>Totals</b>   | <b>425</b>              | <b>\$521,155.01</b> | <b>5159</b>                          | <b>\$10,076,909.06</b> | <b>5584</b>             | <b>\$10,598,064.07</b> |  |  |

| <b>Accounts Payable:</b> |                  |                        |                  |                  |                        |                  |
|--------------------------|------------------|------------------------|------------------|------------------|------------------------|------------------|
|                          | <b>2012/2013</b> |                        |                  | <b>2013/2014</b> |                        |                  |
|                          | # Payments       | Monthly Total          | Cumulative Total | # Payments       | Monthly Total          | Cumulative Total |
| July                     | 699              | \$1,248,137.18         | \$ 1,248,137.18  | 979              | \$1,490,702.22         | \$ 1,490,702.22  |
| August                   | 860              | 1,664,384.86           | 2,912,522.04     | 1,019            | 1,604,535.32           | \$ 3,095,237.54  |
| September                | 1,081            | 1,184,896.82           | 4,097,418.86     | 1,092            | 1,281,564.10           | \$ 4,376,801.64  |
| October                  | 2,788            | 3,121,266.46           | 7,218,685.32     | 2,657            | 3,380,925.46           | \$ 7,757,727.10  |
| November                 | 1,293            | 1,159,106.44           | 8,377,791.76     | 1,348            | 1,522,912.24           | \$ 9,280,639.34  |
| December                 | 1,021            | 1,328,652.61           | 9,706,444.37     | 1,061            | 1,351,062.70           | \$ 10,631,702.04 |
| January                  | 1,058            | 942,155.17             | 10,648,599.54    | 1,097            | 958,716.83             | \$ 11,590,418.87 |
| February                 | 2,446            | 3,267,707.96           | 13,916,307.50    | 2,417            | 3,208,315.55           | \$ 14,798,734.42 |
| March                    | 1,197            | 1,441,875.37           | 15,358,182.87    | 1,129            | 1,826,916.56           | \$ 16,625,650.98 |
| April                    | 1,059            | 1,336,395.21           | 16,694,578.08    | 1,237            | 1,405,293.99           | \$ 18,030,944.97 |
| May                      | 1,043            | 1,452,652.31           | 18,147,230.39    | 1,136            | 1,574,650.14           | \$ 19,605,595.11 |
| June                     | 1,200            | 1,584,718.52           | 19,731,948.91    | 1,504            | 1,693,417.07           | \$ 21,299,012.18 |
| <b>Totals</b>            | <b>15,745</b>    | <b>\$19,731,948.91</b> |                  | <b>16,676</b>    | <b>\$21,299,012.18</b> |                  |

| <b>Payroll:</b> |                  |                        |                  |                  |                        |                  |
|-----------------|------------------|------------------------|------------------|------------------|------------------------|------------------|
|                 | <b>2012/2013</b> |                        |                  | <b>2013/2014</b> |                        |                  |
|                 | # Payments       | Monthly Total          | Cumulative Total | # Payments       | Monthly Total          | Cumulative Total |
| July            | 527              | \$874,217.16           | \$874,217.16     | 519              | \$872,018.27           | \$872,018.27     |
| August          | 419              | 849,902.34             | 1,724,119.50     | 392              | 848,097.66             | \$1,720,115.93   |
| September       | 408              | 830,083.03             | 2,554,202.53     | 434              | 824,166.32             | \$2,544,282.25   |
| October         | 454              | 889,410.81             | 3,443,613.34     | 458              | 881,715.09             | \$3,425,997.34   |
| November        | 483              | 901,596.73             | 4,345,210.07     | 487              | 882,265.39             | \$4,308,262.73   |
| December        | 501              | 947,971.94             | 5,293,182.01     | 486              | 928,786.26             | \$5,237,048.99   |
| January         | 461              | 843,750.83             | 6,136,932.84     | 478              | 878,818.67             | \$6,115,867.66   |
| February        | 476              | 856,261.35             | 6,993,194.19     | 461              | 872,710.43             | \$6,988,578.09   |
| March           | 498              | 861,595.38             | 7,854,789.57     | 485              | 884,218.76             | \$7,872,796.85   |
| April           | 471              | 878,477.14             | 8,733,266.71     | 476              | 916,405.06             | \$8,789,201.91   |
| May             | 479              | 891,413.35             | 9,624,680.06     | 484              | 925,299.99             | \$9,714,501.90   |
| June            | 432              | 908,505.27             | \$ 10,533,185.33 | 424              | 883,562.17             | \$10,598,064.07  |
| <b>Totals</b>   | <b>5609</b>      | <b>\$10,533,185.33</b> |                  | <b>5584</b>      | <b>\$10,598,064.07</b> |                  |



OFFICE OF THE PRESIDENT

Item 5.4.2

PRESENT TO BOARD: JULY 23, 2014

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: ADDITION TO CUSTOMER BILLING LIST

Approval is requested to add the following private schools to the college's list of approved customers for billing purposes:

- Walker Memorial Academy
- DeSoto Christian School
- Seminole Independent Private School
- Highlands University Preparatory School

South Florida State College will receive tuition for dual enrolled student(s).

**SUGGESTED MOTION:**

**Move to approve the addition of Walker Memorial Academy, DeSoto Christian School, Seminole Independent Private School, and Highlands University Preparatory School 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: JULY 23, 2014

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: CURRICULUM PROPOSALS

Consideration of the following curriculum proposals is requested:

**I. PROGRAM MODIFICATIONS**

Modify following OC nursing program; align program with Florida Department of Education's requirements and Accreditation Commission for Education in Nursing's standards and criteria, effective Fall 2014 (201510):

**Practical Nursing #3400 – OC**

Revise program admission requirements

Remove DEP 1004 Human Development as program prerequisite

Delete PRN 0100 Maternal and Newborn Care Theory (48 cont. hrs.) from First Summer Flex Session

Delete PRN 0100L Maternal and Newborn Care Clinical (56 cont. hrs.) from First Summer Flex Session

Delete PRN 0110 Care of Children Theory (48 cont. hrs.) from First Summer Flex Session

Delete PRN 0110L Care of Children Clinical (56 cont. hrs.) from First Summer Flex Session

Change summer flex sessions to summer term

Add PRN 0120 Care of Childbearing Family/Community (100 cont. hrs.) to Summer Term

Add PRN 0120L Care of Childbearing Family/Community Clinical (60 cont. hrs.) to Summer Term

Change PRN 0001 Introduction to Nursing Theory contact hours from 140 to 135

Change PRN 0001L Introduction to Nursing Clinical contact hours from 150 to 255

Change PRN 0022 Body Structure and Function (Theory) contact hours from 64 to 60

Change PRN 0011 Vocational Adjustments II (Theory) contact hours from 20 to 30

Change PRN 0384L Medical-Surgical Nursing Clinical II contact hours from 130 to 120

Modify both AS nursing programs' admission requirement; remove MGF 1106 Liberal Arts Mathematics I as prerequisite course. Course no longer aligned with the programs' framework per Department of Education, effective Fall 2014 (201510):

Nursing (Generic-RN) #1550 – AS

Nursing (Transition-LPN to RN) #1560 – AS

## II. **COURSE REVISIONS**

Modify the following courses; effective Fall 2014 (201510).

**ENC 1101 Freshman English I/Honors** – Change courses' prerequisite by adding state exemption option. Specific populations have been exempted from mandatory placement testing and developmental education according to Florida State Board of Education Rule 6A-10.0315.

**MGF 1106 and MGF 1107 Liberal Arts Mathematics I and II** – Remove courses' prerequisite of MAT 1033 Intermediate Algebra; course no longer required as a prerequisite in either liberal math course.

**MAT 1033 Intermediate Algebra** – Change course's prerequisite; according to State of Florida Department of Education, exempt students can enroll in Intermediate Algebra without satisfying the current MAT 0028C prerequisite and without taking a college placement test.

### **SUGGESTED MOTION:**

**Move to approve the curriculum proposals as presented.**



OFFICE OF THE PRESIDENT

Item 7.2

PRESENT TO BOARD: JULY 23, 2014

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: DISCONTINUE ADULT HIGH SCHOOL PROGRAM

Approval is requested to discontinue the existing Adult High School program at South Florida State College. Over the past 10 years we have had declining numbers of students (recently 0-4 students each year) enrolled in the Adult High School program. The small numbers of students requesting an Adult High School option is in part due to easy availability to multiple programs such as dual enrollment, open access to Florida Virtual School and strong classroom and online GED programs.

**SUGGESTED MOTION:**

**Move to approve discontinuing the existing Adult High School program at South Florida State College.**

***8.0 Purchasing and Other Action Items***



OFFICE OF THE PRESIDENT

Item 8.1

PRESENT TO BOARD: JULY 23, 2014

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANT APPLICATION – CITRUS GREENING PROPOSAL

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

Title: **Citrus Greening Proposal**  
Source: USDA, Specialty Crop Research Initiative, Pre-application  
Amount: TBD  
Description: This is a 6-page pre-application to be reviewed by an anonymous panel of citrus industry personnel. Our proposal addresses establishing a disease progression curve for HLB and using technology based applications to refine treatment protocol, evaluate effectiveness of the CHMA approach, and map pest pressure. Refined treatment protocol combined with more detailed data on the impact of the CHMA approach and ACP control will provide growers with a more cost-effective approach to maintaining crop yield and lowering production costs in the presence of HLB.

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

## **9.0 Reports**




OFFICE OF THE PRESIDENT

Item 9.2

PRESENT TO BOARD: JULY 23, 2014

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: RESOURCE DEVELOPMENT REPORT

**I. Grants Funded**

Title: **National Farmworker Jobs Program**  
Source: Florida Department of Education  
Amount: \$267,475  
Description: This continuing project provides a full range of education, training, and counseling for migrant and seasonal farmworkers in our tri-county service district. Its goal is to assist the participants with gaining economic self-sufficiency and finding meaningful employment with salaries above the minimum wage.

Title: **Student Support Services**  
Source: US Department of Education - TriO  
Amount: \$213,180  
Description: This is the final year of funding in a five-year project focused on providing support services to low-income, first-generation in college, or otherwise disadvantaged students. Project services are tailored to this population of students in an effort to improve their retention, graduation, and transfer rates.

Title: **Resource Development Enhancement Initiative**  
Source: US Department of Education - Title-III  
Amount: \$400,000  
Description: This is the final year of funding in a five year project focused on launching new technology platforms, a more robust grants development infrastructure, and a planned giving initiative.



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

The following chart presents a summary listing of all donations and pledges made to the SFSC Foundation since the June 2014 meeting of the College District Board of Trustees. The included dates are June 11, 2014 through July 8, 2014. The total amount being reported is **\$91,693.02**

| <b>South Florida State College Foundation, Inc</b>   |                   |                    |                    |               |                    |
|--|-------------------|--------------------|--------------------|---------------|--------------------|
| <b>Gift Summary Report -- 6/11/14 through 7/8/14</b> |                   |                    |                    |               |                    |
| <b>Fund Description</b>                              | <b>Gift Count</b> | <b>Cash</b>        | <b>Pledges</b>     | <b>Other</b>  | <b>Total</b>       |
| Unrestricted   | 29                | \$1,475.50         | \$0.00             | \$0.00        | \$1,475.50         |
| Unrestricted Endowment                               | 1                 | \$100.00           | \$0.00             | \$0.00        | \$100.00           |
| Jacaranda Restoration Fund                           | 1                 | \$6.00             | \$0.00             | \$0.00        | \$6.00             |
| African American-Dennard                             | 1                 | \$25.00            | \$0.00             | \$0.00        | \$25.00            |
| SFSC General Scholarship                             | 8                 | \$111.00           | \$0.00             | \$0.00        | \$111.00           |
| Joe Johnston/Bette McDearman Memor                   | 1                 | \$20.00            | \$0.00             | \$0.00        | \$20.00            |
| Sebring Sunrise Rotary Scholarship                   | 1                 | \$500.00           | \$0.00             | \$0.00        | \$500.00           |
| General Nursing Scholarship                          | 1                 | \$0.50             | \$0.00             | \$0.00        | \$0.50             |
| SFSC Community Fund                                  | 9                 | \$76.00            | \$0.00             | \$0.00        | \$76.00            |
| SFSC Library Donations                               | 3                 | \$35.00            | \$0.00             | \$0.00        | \$35.00            |
| Athletic Booster Club                                | 2                 | \$15.00            | \$0.00             | \$0.00        | \$15.00            |
| Phi Theta Kappa                                      | 1                 | \$10.00            | \$0.00             | \$0.00        | \$10.00            |
| Dental Programs                                      | 2                 | \$120.00           | \$0.00             | \$0.00        | \$120.00           |
| MOFAC  | 2                 | \$7.50             | \$0.00             | \$0.00        | \$7.50             |
| Highlands County Bar Association                     | 1                 | \$20.00            | \$0.00             | \$0.00        | \$20.00            |
| Rotary Club of Highlands County                      | 1                 | \$2,500.00         | \$0.00             | \$0.00        | \$2,500.00         |
| The SFSC Artists Group                               | 1                 | \$500.00           | \$0.00             | \$0.00        | \$500.00           |
| Theatre for the Perf Arts Cap Camp                   | 1                 | \$1,500.00         | \$0.00             | \$0.00        | \$1,500.00         |
| Title III Endowment                                  | 1                 | \$0.00             | \$80,000.00        | \$0.00        | \$80,000.00        |
| Norman L. Stephens Endowment                         | 4                 | \$4,060.00         | \$0.00             | \$0.00        | \$4,060.00         |
| TSIC Scholarships                                    | 11                | \$586.52           | \$0.00             | \$0.00        | \$586.52           |
| SFSC General Endowment Fund                          | 1                 | \$25.00            | \$0.00             | \$0.00        | \$25.00            |
| <b>Grand Totals:</b>                                 |                   | <b>\$11,693.02</b> | <b>\$80,000.00</b> | <b>\$0.00</b> | <b>\$91,693.02</b> |
| 82 Gift(s) listed                                    |                   |                    |                    |               |                    |
| 71 Donor(s) listed                                   |                   |                    |                    |               |                    |



OFFICE OF THE PRESIDENT

Item 9.3

PRESENT TO BOARD: JULY 23, 2014

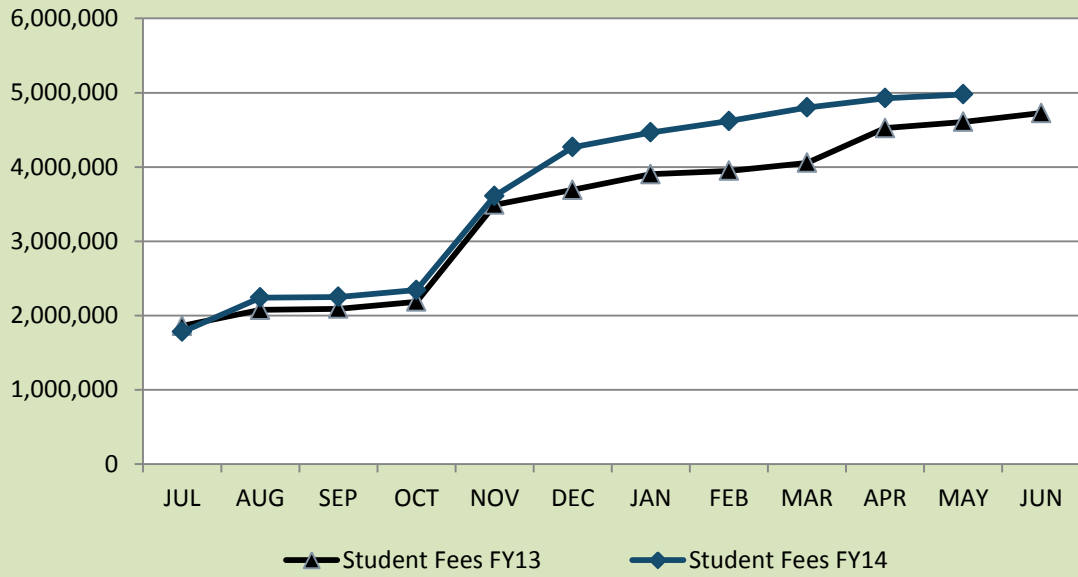
TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

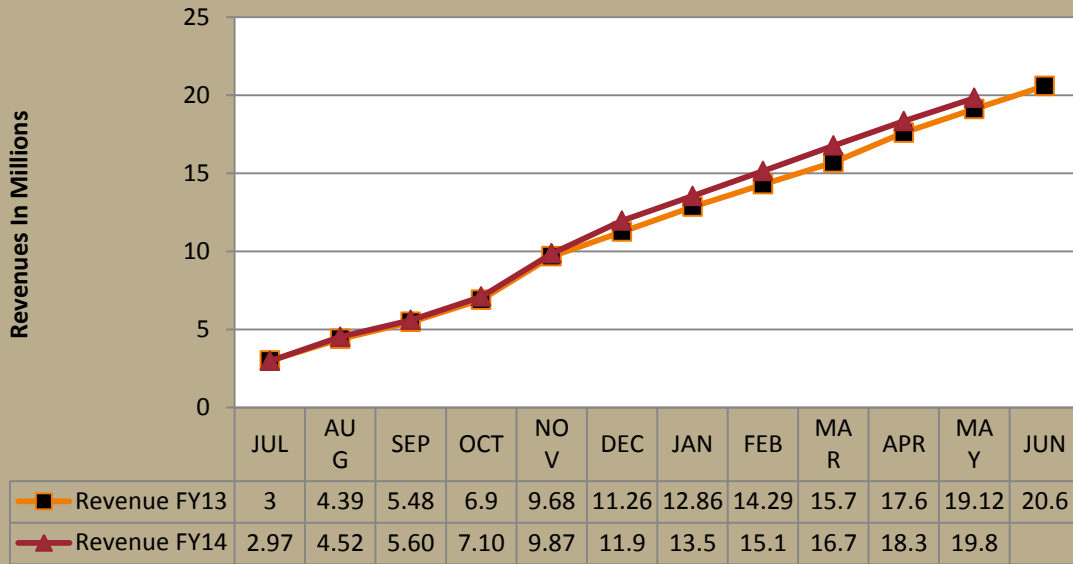
SUBJECT: FINANCIAL REPORT SUMMARY & GRAPHS – **INFORMATION ITEM**

Attached are the graphs and summary of revenues and expenditures of the College through May 31, 2014.

**South Florida State College  
Fund 1 Student Fee Revenue, FY 13 vs FY 14**

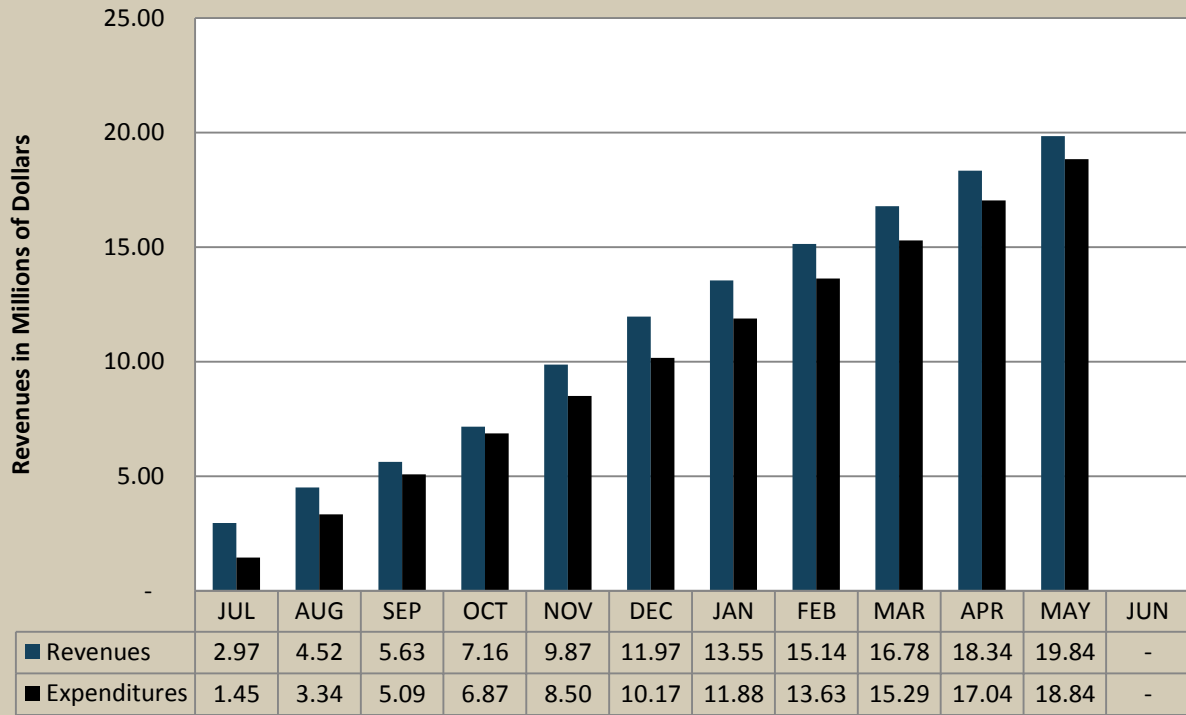


## South Florida State College Fund 1 Total Revenue, FY 13 vs FY 14



■ Revenue FY13      ▲ Revenue FY14

## South Florida State College Fund 1 Total Revenues & Expenditures FY 14



| South Florida State College      |  |                         |                         |                        |                                    |
|----------------------------------|--|-------------------------|-------------------------|------------------------|------------------------------------|
| Revenues and Expenditures        |  |                         |                         |                        |                                    |
| For the Month Ended May 31, 2014 |  |                         |                         |                        |                                    |
| Account Code                     | Account Title                          | Budget Amount           | Amount                  | Difference             | Percentage Collected/Spent to Date |
| 401XX                            | Matriculation/Tuition Fees             | \$ 4,426,362.00         | \$ 4,210,893.79         | \$ 215,468.21          | 95.13%                             |
| 403XX                            | Non Resident Fees                      | 87,714.00               | 73,392.16               | 14,321.84              | 83.67%                             |
| 404XX                            | Laboratory Fees                        | 426,200.00              | 386,959.92              | 39,240.08              | 90.79%                             |
| 405XX                            | Application Fees                       | 22,400.00               | 20,745.00               | 1,655.00               | 92.61%                             |
| 406XX                            | Graduation Fees                        | 16,140.00               | 19,397.00               | (3,257.00)             | 120.18%                            |
| 40700                            | Transcript Fee                         | 9,000.00                | 8,580.00                | 420.00                 | 95.33%                             |
| 408XX                            | Technology Fees                        | 200,000.00              | 183,105.32              | 16,894.68              | 91.55%                             |
| 409XX                            | Other Student Fees                     | 60,600.00               | 74,927.04               | (14,327.04)            | 123.64%                            |
| 41600                            | Grants and Contracts from Counties     | 31,004.00               | 26,504.00               | 4,500.00               | 85.49%                             |
| 42110                            | FCSPF-General Revenue                  | 12,805,796.00           | 11,747,920.00           | 1,057,876.00           | 91.74%                             |
| 42210                            | CO&DS Entitlement                      | 2,150.00                | -                       | 2,150.00               | 0.00%                              |
| 42610                            | FCSPF-Lottery                          | 2,930,825.00            | 2,605,175.00            | 325,650.00             | 88.89%                             |
| 42900                            | Indirect Cost Recovered - State        | 1,000.00                | -                       | 1,000.00               | 0.00%                              |
| 43500                            | Federal Grants & Contracts             | -                       | 1,800.00                | (1,800.00)             | 100.00%                            |
| 43900                            | Indirect Costs Recovered - Federal     | 90,000.00               | 87,742.23               | 2,257.77               | 97.49%                             |
| 44100                            | Cash Contributions                     | 17,075.00               | 17,067.00               | 8.00                   | 99.95%                             |
| 44400                            | Private Grants and Contracts           | 1,364.00                | 1,364.11                | (0.11)                 | 100.01%                            |
| 46400                            | Use of College Facilities              | 78,425.00               | 63,950.29               | 14,474.71              | 81.54%                             |
| 466XX                            | Other Sales and Services               | 246,690.00              | 230,154.35              | 16,535.65              | 93.30%                             |
| 48100                            | Interest and Dividends                 | 6,500.00                | 5,650.04                | 849.96                 | 86.92%                             |
| 487XX                            | Fines and Penalties                    | 4,250.00                | 2,828.35                | 1,421.65               | 66.55%                             |
| 49XXX                            | Transfers and Other Revenue            | 100,535.00              | 68,438.43               | 32,096.57              | 68.07%                             |
| <b>Total Revenue</b>             |  | <b>\$ 21,564,030.00</b> | <b>\$ 19,836,594.03</b> | <b>\$ 1,727,435.97</b> | <b>91.99%</b>                      |
| 51XXX                            | Management                             | \$ 1,823,807.00         | \$ 1,717,346.40         | \$ 106,460.60          | 94.16%                             |
| 52XXX                            | Instruction                            | 4,543,455.00            | 3,909,996.11            | 633,458.89             | 86.06%                             |
| 53XXX                            | Other Professional                     | 2,666,754.00            | 2,456,420.28            | 210,333.72             | 92.11%                             |
| 54XXX                            | Career Staff                           | 2,715,276.10            | 2,400,288.57            | 314,987.53             | 88.40%                             |
| 56XXX                            | Other Personnel Services-Instructional | 929,800.00              | 808,861.33              | 120,938.67             | 86.99%                             |
| 57XXX                            | Other Professional-Tech/Clerical/Trade | 111,182.00              | 88,154.37               | 23,027.63              | 79.29%                             |
| 580XX                            | Student Employment-Work Study          | 25,000.00               | 16,582.44               | 8,417.56               | 66.33%                             |
| 585XX                            | Employee Awards                        | 4,500.00                | 4,261.00                | 239.00                 | 94.69%                             |
| 59XXX                            | Benefits                               | 3,776,226.00            | 3,096,724.38            | 679,501.62             | 82.01%                             |
| <b>Total Personnel</b>           |  | <b>\$ 16,596,000.10</b> | <b>\$ 14,498,634.88</b> | <b>\$ 2,097,365.22</b> | <b>87.36%</b>                      |
| 605XX                            | Travel                                 | \$ 305,398.00           | \$ 237,450.56           | \$ 67,947.44           | 77.75%                             |
| 61000                            | Freight and Postage                    | 38,590.00               | 24,026.75               | 14,563.25              | 62.26%                             |
| 61500                            | Telecommunications                     | 85,000.00               | 58,164.34               | 26,835.66              | 68.43%                             |
| 62000                            | Printing                               | 70,510.00               | 35,659.68               | 34,850.32              | 50.57%                             |
| 625XX                            | Repairs and Maintenance                | 927,992.00              | 774,810.68              | 153,181.32             | 83.49%                             |
| 630XX                            | Rentals                                | 192,556.00              | 152,947.93              | 39,608.07              | 79.43%                             |
| 635XX                            | Insurance                              | 318,500.00              | 318,108.64              | 391.36                 | 99.88%                             |
| 640XX                            | Utilities                              | 1,243,050.00            | 1,139,213.86            | 103,836.14             | 91.65%                             |
| 645XX                            | Other Services                         | 542,910.00              | 508,184.28              | 34,725.72              | 93.60%                             |
| 64700                            | Grant Aid                              | 6,775.00                | 6,891.00                | (116.00)               | 101.71%                            |
| 650XX                            | Professional Fees                      | 184,100.00              | 139,992.02              | 44,107.98              | 76.04%                             |
| 655XX                            | Education Office/Dept Material Supp    | 460,855.00              | 400,176.34              | 60,678.66              | 86.83%                             |
| 657XX                            | Data Software-Non Capitalized          | 28,075.00               | 46,837.63               | (18,762.63)            | 166.83%                            |
| 66000                            | Maint/Construction Material/Supp       | 279,465.00              | 218,871.67              | 60,593.33              | 78.32%                             |
| 665XX                            | Other Materials and Supplies           | 114,831.00              | 79,976.68               | 34,854.32              | 69.65%                             |
| 670XX                            | Subscriptions/Library Books            | 38,577.00               | 37,775.40               | 801.60                 | 97.92%                             |
| 67500                            | Purchases for Resale                   | 57,505.00               | 40,939.67               | 16,565.33              | 71.19%                             |
| 680XX                            | Scholarships and Waivers               | 95,200.00               | 93,969.93               | 1,230.07               | 98.71%                             |
| 69XXX                            | Transfers and Other Expenses           | 88,500.00               | 15,118.98               | 73,381.02              | 17.08%                             |
| <b>Total Current Expenses</b>    |  | <b>\$ 5,078,389.00</b>  | <b>\$ 4,329,116.04</b>  | <b>\$ 749,272.96</b>   | <b>85.25%</b>                      |
| 70600                            | Minor Equipment >1000<5000             | \$ 20,000.00            | \$ 7,579.03             | \$ 12,420.97           | 37.90%                             |
| 71000                            | Furniture and Equipment                | 8,504.00                | -                       | 8,504.00               | 0.00%                              |
| <b>Total Capital Outlay</b>      |  | <b>\$ 28,504.00</b>     | <b>\$ 7,579.03</b>      | <b>\$ 20,924.97</b>    | <b>26.59%</b>                      |