



**SFSC
District Board of Trustees
Regular Meeting
January 27, 2016**

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

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

1.0 *Call to Order and Preliminary Matters*



OFFICE OF THE PRESIDENT

Item 1.1

PRESENT TO BOARD: JANUARY 27, 2016

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 January 27, 2016 be adopted.

SUGGESTED MOTION:

Move to adopt the agenda of the regular meeting of January 27, 2016 as presented.

**AGENDA
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
HIGHLANDS CAMPUS
JANUARY 27, 2016
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 Planning Workshop – December 9, 2015
 - 1.2.2 Regular Meeting – December 9, 2015
 - 1.3 Review of Agenda Master Calendar
- 2.0 Communications, Introductions, and Recognition
 - 2.1 New Employee Introductions
 - 2.2 Employee Retirement
- 3.0 Public Comment
- 4.0 Presentation
- 5.0 Consent Agenda Action Items
 - 5.1 Personnel Actions
 - 5.2 Agreements and Contracts
 - None
 - 5.3 Grant Applications
 - None
 - 5.4 Operating Actions
 - 5.4.1 Monthly Accounts Payable & Payroll Check Register
 - 5.4.2 Donation to MOFAC
 - 5.4.3 SFSC Donation to Highlands County Sheriff's Office
 - 5.4.4 Customer Billing List
- 6.0 Planning and Policy Issues
- 7.0 Academic and Student Matters
 - 7.1 Curriculum Proposal
 - 7.2 2016-2017 Academic Calendar
- 8.0 Other Action Items
 - 8.1 Affiliation Agreement – Adventist Health System/Sunbelt, Inc. d/b/a Florida Hospital Heartland Medical Center and Florida Hospital Wauchula
 - 8.2 Affiliation Agreement – The Central Florida Area Health Education Center, Inc.
 - 8.3 Grant Application - Heartland Senior Games Mini-Grant
 - 8.4 Grant Application - Retired and Senior Volunteer Program
 - 8.5 President's Annual Performance Review

- 9.0 Reports
 - 9.1 Financial Report
 - 9.2 Foundation Report
 - 9.3 Grants Development and Federal Relations Report
 - 9.4 President's Report
 - 9.5 Board Attorney Report
 - 9.6 Board Member Reports
 - 9.7 Board Chair Report
- 10.0 Adjournment



OFFICE OF THE PRESIDENT

Item 1.2.1

PRESENT TO BOARD: JANUARY 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: MINUTES – PLANNING WORKSHOP – DECEMBER 9, 2015

It is recommended that the minutes of the planning workshop held December 9, 2015 as presented and recorded in the Supplemental Minute Book, be approved.

SUGGESTED MOTION:

**Move to approve the minutes of the December 9, 2015
planning workshop as presented.**

**PLANNING WORKSHOP MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
DECEMBER 9, 2015**

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

Staff Present:	Mrs. Jamie Bateman	Mr. Kevin Brown	Mrs. Tammy Bush
	Ms. Cindy Garren	Mrs. Susie Hale	Mrs. Anita Kovacs
	Mrs. Deborah Latter	Mr. Glenn Little	Dr. Lindsay Lynch
	Dr. Mike McLeod	Dr. Sidney Valentine	Dr. Chris van der Kaay
	Mrs. June Weyrauch	Dr. Tim Wise	Dr. Deborah Fuschetti

Guests: Mrs. Barbara Kirschner

CALL TO ORDER

At 4:10 p.m., the Planning Workshop of the District Board of Trustees was called to order at the Highlands Campus by Board Chair, Mrs. Kris Y. Rider.

AFFIRMATION OF SFSC MISSION STATEMENT

The Board reviewed the current SFSC Mission Statement. Dr. Leitzel stated that the document would be recommended for affirmation during the regular Board meeting following the workshop. No changes were recommended.

PRESENTATION: "The Year in Review" Video

Dr. Leitzel presented the 2015 "The Year in Review" video. He thanked Mrs. Latter, her staff, and Mr. Christian Negrón for their assistance.

CORE INDICATORS OF EFFECTIVENESS

Dr. van der Kaay presented the SFSC Core Indicators of Effectiveness: 2010-2015.

STRATEGIC PLANNING

Dr. van der Kaay presented the college's Strategic Plan 2016-2020 – Destination 2020 for the Trustee's review.

There being no further discussion, the Planning Workshop adjourned at 5:45 p.m.



OFFICE OF THE PRESIDENT

Item 1.2.2

PRESENT TO BOARD: JANUARY 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: MINUTES – REGULAR MEETING – DECEMBER 9, 2015

It is recommended that the minutes of the regular meeting held December 9, 2015 as presented and recorded in the Supplemental Minute Book, be approved.

SUGGESTED MOTION:

Move to approve the minutes of the December 9, 2015 regular meeting as presented.

**MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
DECEMBER 9, 2015**

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

Staff Present:	Mrs. Jamie Bateman	Mr. Kevin Brown	Mrs. Tammy Bush
	Ms. Cindy Garren	Mrs. Susie Hale	Mrs. Anita Kovacs
	Mrs. Deborah Latter	Mr. Glenn Little	Dr. Lindsay Lynch
	Dr. Mike McLeod	Mrs. Becky Sroda	Dr. Sidney Valentine
	Dr. Chris van der Kaay	Mrs. June Weyrauch	Dr. Tim Wise
	Mrs. Deborah Milliken	Mr. Steve Ashworth	Dr. Michele Heston
	Mr. Junior Gray	Dr. Deborah Fuschetti	

Others Present: Mrs. Barbara Kirschner

CALL TO ORDER

At 6:16 p.m., the regular meeting of the District Board of Trustees was called to order at the Highlands Campus by Board Chair, Mrs. Kris Y. Rider.

1.0 PRELIMINARY MATTERS

1.1 Adoption of Agenda

Mrs. Cullens made a motion, seconded by Mrs. Puckorius, to adopt the agenda of the regular meeting held December 9, 2015. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion by unanimous vote.**

1.2 Approval of Minutes

1.2.1 Regular Meeting Minutes

Mr. Backer made a motion, seconded by Mr. Wright, to approve the minutes of the regular meeting held October 28, 2015. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, and Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

1.3 Review of Agenda Master Calendar

The Agenda Master Calendar was reviewed with no changes. Dr. Leitzel reminded the Trustees of the Employee Holiday Luncheon to be held Wednesday, December 16 at 11:00 a.m. in the Joseph E. Johnson Student Center.

2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITION

2.1 Employee Retirement Acknowledgements

Due to a scheduling conflict, new employee introductions were moved to the January 27, 2016 meeting.

3.0 PUBLIC COMMENT

None

4.0 PRESENTATION

4.1 Florida Blue Scholarship Presentation

Dr. Leitzel introduced Mrs. Becky Sroda who stated that the 25 college students received scholarships from Florida Blue in the amount of \$17,785.00 for nursing, EMS, radiography, and dental students. Along with Dr. Deborah Milligan, Dr. Michele Heston, Mr. Steve Ashworth, and Mr. Junior Gray, the students were brought forward to receive their scholarship from Mrs. Tami Cullens, SFSC Trustee and a member of the Florida College System Foundation Board and Mrs. Jamie Bateman, Executive Director for Institutional Advancement for the SFSC Foundation, Inc.

5.0 CONSENT AGENDA ACTION ITEMS

5.1 Personnel Actions

Approved a list of appointments, resignations; and adjunct faculty 2015-16, academic year as needed. **(EXHIBIT "A")**

5.2 Agreement and Contracts

None

5.3 Grant Applications

5.3.1 Educational Talent Search

US Department of Education, Office of TRiO Programs \$1,150,000

5.3.2 Beginning Farmer and Rancher Development Program

US Department of Agriculture, Farm Bill Funding \$240,000

5.4 Operational Actions

5.4.1 Monthly Accounts Payable/Payroll Warrant Summary

Approved the monthly accounts payable/payroll warrant summary through October 2015. **(EXHIBIT "B")**

5.4.2 Donation to MOFAC

Accepted the donation of the Hurtado Goodnow Mound Artifact Collection from Nona Hurtado to SFSC MOFAC as presented. **(EXHIBIT "C")**

5.4.3 Property Deletion and Disposal

Approved the deletion and disposal of items presented from property records in the amount of \$9,507.40. **(EXHIBIT "D")**

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

6.0 PLANNING AND POLICY ISSUES

6.1 Policy Implementation

6.1.1 Policy 1.10 Equal Opportunity

Consideration of revisions to Policy 1.10 Equal Opportunity was presented.

(EXHIBIT "E")

Mr. Lambert made a motion, seconded by Mr. Backer, to approve the revisions to Policy 1.10 as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

6.1.2 Policy 5.23 Prohibited Discrimination

Consideration of revisions to Policy 5.23 Prohibited Discrimination was presented.

(EXHIBIT "F")

Mrs. Puckorius made a motion, seconded by Mr. Wright, to approve the revisions to Policy 5.23 as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

7.0 ACADEMIC AND STUDENT MATTERS

7.1 Fee Proposals

Dr. Valentine introduced the fee proposals. **(EXHIBIT "G")**

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

8.0 PURCHASING AND OTHER ACTION ITEMS

8.1 Purchase Card (P-Card) Provider Contract

Vice President little presented a request to enter into a multi-year agreement with JPMorgan Chase Bank as presented. **(EXHIBIT "H")**

Dr. Kirschner made a motion, seconded by Mrs. Puckorius, to approve entry into a new multi-year agreement with JPMorgan Chase Bank as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, and Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

8.2 SFSC Mission Statement Affirmation

Dr. Leitzel presented the South Florida State College Mission Statement for affirmation. **(EXHIBIT "I")**

Mr. Bryan made a motion, seconded by Mr. Wright, to affirm the South Florida State College Mission Statement as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, and Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

8.3 Strategic Plan Approval

Dr. Leitzel presented the South Florida State College Strategic Plan 2016-2020 for approval. **(EXHIBIT "J")**

Mrs. Puckorius made a motion, seconded by Mr. Backer, to approve the South Florida State College Strategic Plan 2016-2020 as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

9.0 REPORTS

9.1 Financial Report

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

9.2 Foundation Report

Mrs. Bateman reported that the South Florida State College Foundation, Inc. had received donations and pledges in the amount of **\$34,742.22** from October 14 through November 10, 2015. She also reported on the number of active donors over a two year rolling time period; the average donation with a year-to-date comparison; and the number of new constituents and average donation 1/1/15-10/31/15 vs. 1/1/14-12/31/14.

Mrs. Bateman reported that the SFSC 50th Anniversary Commemorative Book should be available for purchase in the next two weeks through the Foundation Office.

9.3 Grants Development and Federal Relations Report

I. Grants Development Report

Dr. Lynch distributed and reviewed the Grants Development Report dated 12/9/15.

II. Funded Grant Proposals

Perkins Post-Secondary	
Florida Department of Education	\$8,002.00

III. Declined Grant Proposals

None to report

IV. Federal Legislative Report

Dr. Lynch reported on the status of key higher education legislation.

9.4 President's Report

Dr. Leitzel reported on the following college activities:

1. Shared information discussed during the Highlands County Delegation Meeting held earlier today. The Governor's budget was released November 23.

2. SFSC Farmworker's Program received special recognition at the recent conference. Dr. Leitzel and Dr. McLeod commended Mary Hutzelman and Anita Kovacs for their assistance.
3. Shared slides from the 50th Anniversary Sock Hop held at the Lake Placid Center, November 7. This was the last community event celebrating the college's 50th Anniversary.
4. Additional events: AFC Annual Conference held November 11-13 in Orlando, included Trustees Commission meeting. Shared the commission awards SFSC received. SFSC Alumn, Forrest Max Gooding was the recipient of a LeRoy Collins Distinguished Alumni award. He was nominated by SFSC.
5. Thanked Dr. McLeod for hosting the Veterans Day event on the Highlands Campus. Thank you Veterans - We're a grateful nation and a grateful college.
6. Alumni Recognition and CMC Awards
7. The SFSC Women's Cross Country team placed 25th in the nation.
8. Dr. Tim Wise reported on the SFSC's College for a Day event held November 20 on the Highlands Campus.
9. The Hardee Campus Ambassadors held a "Drive out Hunger" event.
10. Discussed the Partnership Project "It's A Gift" event held November 19. Shared the evening program honoring Alan Jay Wildstein and the Wildstein Family. Showed a video sent from Congressman Rooney.
11. Reminded Trustees of 2015 Fall Commencement taking place December 17.
12. Spring classes begin January 6, 2016.
13. Presented the SFSC Holiday Greeting video.

9.5 Board Attorney's Report

Mrs. Karlson commended Dr. Leitzel for his proactive work to make the necessary revisions to Policy 1.10 Equal Opportunity and Policy 5.23 Prohibited Discrimination so quickly. She stated that it is a pleasure to work with Dr. Leitzel. Mrs. Karlson wished everyone a Merry Christmas and a Happy New Year. She'll be attending the upcoming Midtown Men performance and commencement.

9.6 Board Members' Reports

Mrs. Puckorius wished everyone a Blessed Christmas and a Joyous New Year. She enjoys her role as a Trustee of the college.

Mr. Backer stated that he recently attended an Advisory Committee meeting and dinner. He also suggested that the name on Building I be changed from Data Processing to Information Technology (IT).

Dr. Kirschner wished everyone a Merry Christmas and a Happy New Year.

Mr. Lambert wished everyone a Merry Christmas and a Happy New Year. He also stated he is looking forward to soon attending his two son's graduation from UF.

Mr. Wright wished everyone a Merry Christmas and a Happy New Year.

Mrs. Cullens wished everyone a Blessed Christmas. She views employees of the college as family and supports the students, President, and Trustees.

Mr. Bryan wished everyone a Merry Christmas and a Happy New Year.

DECEMBER 9, 2015

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9.7 Board Chair Report

Mrs. Rider stated that the AFC annual meeting and conference held in Orlando was great. She enjoyed the presentations and time with the Governor. She stated that the Lady Panthers Cross Country team members were lovely young ladies. Mrs. Rider commended Ms. Garren for her work with the Nutcracker performance. The performance was first class. She wished everyone a Merry Christmas.

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 8:21 p.m.



OFFICE OF THE PRESIDENT

Item 1.4

PRESENT TO BOARD: JANUARY 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL

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

SUBJECT: REVIEW OF AGENDA MASTER CALENDAR

Information:

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

District Board of Trustees Agenda Master Calendar

JANUARY 2016	FEBRUARY 2016	MARCH 2016
<p>19-20 Trustees' Legislative Conference, Tallahassee</p> <p>27 Board Meeting, 6 PM Highlands Campus</p>	<p>8-11 ACCT Nat'l Legislative Summit, Washington, DC</p> <p>11 SFSC Foundation Donor Appreciation Event</p> <p>12 SFSC Professional Development Day</p> <p>24 Board Meeting, 5 PM Highlands Campus</p> <p>24 Artist Series Performance, 7 PM, <i>Saturday Night Fever</i></p>	<p>5 SFSC Panther 5K Walk/Run, Highlands Campus, 8 AM</p> <p>23 Board Meeting, 6 PM Highlands Campus</p>
APRIL 2016	MAY 2016	JUNE 2016
<p>23 SFSC Foundation Spring Gala and Annual Meeting, 6 PM</p> <p>27 Board Meeting, 6 PM Highlands Campus (Student Activities Presentation)</p>	<p>5 Spring Commencement</p> <p>25 Budget Workshop, 4 PM followed by Board Meeting, 6 PM, Highlands Campus</p>	<p>22 Board Meeting, 6 PM Highlands Campus</p>
JULY 2016	AUGUST 2016	SEPTEMBER 2016
<p>27 Board Meeting, 6 PM Highlands Campus</p>	<p>24 *Board Meeting, 6 PM Highlands Campus</p>	<p>28 *Board Meeting, 6 PM Highlands Campus</p>
OCTOBER 2016	NOVEMBER 2016	DECEMBER 2016
<p>26 *Board Meeting, 6 PM Highlands Campus</p>		<p>7 *Planning Workshop 4 PM, followed by Board Meeting, 6 PM, Highlands Campus</p>

*Tentative

New Since Last Meeting

2.0 Communications, Introductions, and Recognitions



OFFICE OF THE PRESIDENT

Item 2.1

PRESENT TO BOARD: JANUARY 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: NEW EMPLOYEE INTRODUCTIONS

Employee	Position	Supervisor	Hired
Linda Dobson-Hacker	Grants Development Specialist	Lindsay Lynch	09/01/15
Maday Leon	Lead Instructor, Elementary Education	Michele DeVane	01/04/16



OFFICE OF THE PRESIDENT

Item 2.2

PRESENT TO BOARD: JANUARY 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: EMPLOYEE RETIREMENT ACKNOWLEDGEMENT

It is recommended that Mr. Richard D. Morey be recognized for his 23 years of service to South Florida State College.

Richard Morey began working at South Florida State College in June 1981 as a part-time adjunct instructor. From November 23, 1992 to February 2013, he served as coordinator of Law Enforcement Training. Richard became the interim director of the academy in February 2013. In July 2013 he became the coordinator of training and has served the college well.

SUGGESTED MOTION:

Move to recognize the retirement of Mr. Richard D. Morey for his 23 years of service to South Florida State College.

3.0 *Public Comment*

4.0 *Presentations*

5.0 Consent Agenda Action Items



OFFICE OF THE PRESIDENT

Item 5.0

PRESENT TO BOARD: JANUARY 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: CONSENT AGENDA ACTION ITEMS

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

SUGGESTED MOTION:

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

	CONSENT AGENDA ACTION ITEMS	Page
5.1	Personnel Actions	25
5.2	Agreement and Contracts - None	
5.3	Grant Applications - None	
5.4	Operating Actions	
	5.4.1 Monthly Accounts Payable & Payroll Check Register	27
	5.4.2 Donation to MOFAC	29
	5.4.3 SFSC Donation to Highlands County Sheriff's Office	30
	5.4.4 Customer Billing List	32



OFFICE OF THE PRESIDENT

Item 5.1

PRESENT TO BOARD: JANUARY 27, 2016

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 FACULTY:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Danao, Dr. Mary-Grace	Lead Instructor, Bioenergy*	01/06/16
*Grant funded position		

II. APPOINTMENTS, FULL-TIME PROFESSIONAL STAFF:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Huften, Michael	Coordinator, Criminal Justice	01/19/16
Ochoa, Danielle*	TSIC, College Success Coach**	12/01/15
Ramos, Mandy***	Coordinator, Financial Aid	01/19/16

*Transferred from part-time to full-time

**Grant funded position

***Transferred from Financial Services Specialist

III. RESIGNATIONS:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Islas, Fernando	Student Advisor, Hardee Campus	01/22/16

IV. RETIREMENTS:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Brown, James Kevin	Dean, Applied Sciences and Technology	05/31/16
Hirsch, Mary	Staff Assistant I, Lake Placid Center	02/29/16
Moody, Melanie	Office Manager, Lake Placid Center	03/31/16
Thomas, Gaylin	Program Specialist, Applied Sciences	07/31/16
Thornton, Ellen	Professor, Reading	05/08/16

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

<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Case, Conrad	Criminal Justice	II
Cubilette, Millycent	ABE/GED/ESOL	III
Canaday, Scott	Fire Programs	II
Fenelus, Jemima	ABE/GED/ESOL (SUB)	III
Grecko, Leah	Water Aerobics	IV
Huften, Michael	Criminal Justice	III
Mullikin, Crystal	ABE/GED/ESOL	III
Olson, Deborah	Purchasing & Inventory Management	II
Snelgrove, Alecia	Education	II
Toscano, Lisa	Child Development & Education	III
Tumbleston, Rodney	Fire Programs	IV
Stillwagon II, James	Fire Programs	III

SUGGESTED MOTION:

Move to approve the personnel recommendations as presented.

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

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OFFICE OF THE PRESIDENT

Item 5.4.1

PRESENT TO BOARD: JANUARY 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: MONTHLY ACCOUNTS PAYABLE/MONTH PAYROLL CHECK REGISTER

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

SUGGESTED MOTION:

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

Accounts Payable:							
	2015/2016 Checks		2015/2016 Electronic Payments		2015/2016 P-Card		2015/2016 Totals
	No.	Amount	No.	Amount	No.	Amount	No. Amount
July	400	\$353,640.23	159	\$1,300,318.94	466	\$280,288.67	1025 \$1,934,247.84
Aug	151	200,782.98	186	904,500.25	456	248,727.78	793 \$1,354,011.01
Sept	1242	1,856,373.53	262	1,023,096.06	589	464,809.46	2093 \$3,344,279.05
Oct	479	396,817.62	233	878,859.01	767	325,779.32	1479 \$1,601,455.95
Nov	397	549,216.62	230	821,107.90	653	370,659.81	1280 \$1,740,984.33
Dec	300	385,192.61	165	428,934.15	797	392,168.92	1262 \$1,206,295.68
Jan							0 \$0.00
Feb							0 \$0.00
March							0 \$0.00
April							0 \$0.00
May							0 \$0.00
June							0 \$0.00
Totals	2969	\$3,742,023.59	1235	\$5,356,816.31	3728	\$2,082,433.96	7932 \$11,181,273.86

Payroll:							
	2015/2016 Checks		2015/2016 Electronic Payments				2015/2016 Totals
	No.	Amount	No.	Amount			No. Amount
July	33	\$38,955.01	507	\$856,817.58			540 \$895,772.59
Aug	21	32,349.77	379	793,485.15			400 \$825,834.92
Sept	20	29,532.49	406	811,803.99			426 \$841,336.48
Oct	25	28,057.65	445	848,654.20			470 \$876,711.85
Nov	29	34,208.25	401	955,732.51			430 \$989,940.76
Dec	31	39,311.03	457	892,560.05			488 \$931,871.08
Jan							0 \$0.00
Feb							0 \$0.00
March							0 \$0.00
April							0 \$0.00
May							0 \$0.00
June							0 \$0.00
Totals	159	\$202,414.20	2595	\$5,159,053.48			2754 \$5,361,467.68

Accounts Payable:						
	2014/2015			2015/2016		
	# Payments	Monthly Total	Cumulative Total	# Payments	Monthly Total	Cumulative Total
July	1,013	\$1,702,325.53	\$1,702,325.53	1,025	\$1,934,247.84	\$1,934,247.84
August	894	1,664,359.84	\$3,366,685.37	793	1,354,011.01	\$3,288,258.85
September	2,097	2,673,359.12	\$6,040,044.49	2,093	3,344,279.05	\$6,632,537.90
October	1,818	2,688,849.08	\$8,728,893.57	1,479	1,601,455.95	\$8,233,993.85
November	1,345	1,894,451.37	\$10,623,344.94	1,280	1,740,984.33	\$9,974,978.18
December	1,142	1,779,306.86	\$12,402,651.80	1,262	1,206,295.68	\$11,181,273.86
January	948	1,703,609.48	\$14,106,261.28			
February	2,344	3,310,555.98	\$17,416,817.26			
March	1,324	1,931,347.88	\$19,348,165.14			
April	1,112	1,251,017.23	\$20,599,182.37			
May	1,049	1,434,212.89	\$22,033,395.26			
June	1,471	1,858,009.22	\$23,891,404.48			
Totals	16,557	\$23,891,404.48		7,932	\$11,181,273.86	

Payroll:						
	2014/2015			2015/2016		
	# Payments	Monthly Total	Cumulative Total	# Payments	Monthly Total	Cumulative Total
July	510	\$882,414.39	\$882,414.39	540	\$895,772.59	\$895,772.59
August	403	845,772.63	\$1,728,187.02	400	825,834.92	\$1,721,607.51
September	406	838,801.90	\$2,566,988.92	426	841,336.48	\$2,562,943.99
October	484	914,266.07	\$3,481,254.99	470	876,711.85	\$3,439,655.84
November	497	990,341.21	\$4,471,596.20	430	989,940.76	\$4,429,596.60
December	501	949,644.19	\$5,421,240.39	488	931,871.08	\$5,361,467.68
January	471	868,660.22	\$6,289,900.61			
February	474	877,390.77	\$7,167,291.38			
March	484	884,891.29	\$8,052,182.67			
April	468	906,636.76	\$8,958,819.43			
May	501	928,920.38	\$9,887,739.81			
June	451	904,453.55	\$10,792,193.36			
Totals	5650	\$10,792,193.36		2754	\$5,361,467.68	



OFFICE OF THE PRESIDENT

Item 5.4.2

PRESENT TO BOARD: JANUARY 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: DONATION TO MUSEUM OF FLORIDA ART AND CULTURE (MOFAC)

Approval is requested to accept a painting donated by Ms. Mollie Doctrow. The Fakahatchie Swamp painting is valued at \$1,300.00.

SUGGESTED MOTION:

Move to accept a donation of a Fakahatchie Swamp painting from Ms. Mollie Doctrow as presented.



OFFICE OF THE PRESIDENT

Item 5.4.3

PRESENT TO BOARD: JANUARY 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: DONATION FROM SFSC TO THE HIGHLANDS COUNTY SHERIFF'S OFFICE

Approval is requested to donate 2 computers to the Highlands County Sheriff's Office Jail. The computers are older, slower, and would otherwise be recycled.

SUGGESTED MOTION:

Move to authorize the donation two computers from South Florida State College to the Highlands County Sheriff's Office Jail as presented.

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PROPERTY TRANSFER AND REMOVAL FORM

For Official College Use Only

Laura Wolfe
Technician's Signature

11/10/15
Date Completed

☐ Grant Funded?

Account #

Highlands County Sheriff's Office

LOCATION AND CUSTOMER INFO:

Campus Highlands Bld I Room 115 Custodian Laura Wolfe
(Print Name)

Make & Model HP Compaq dc5850 Microtower Laura Wolfe
(Custodian Signature)

Hard Drive Size 80GB Memory Size 3GB ☐ CDRW ☐ DVD/CDRW ☐ DVD ☒ DVD/RW

OS Version: ☒ 32 bit ☐ 64 bit

REPLACED PC — MOVED TO LOCATION INFO

New Location Highlands County Jail New Custodian Bill Henderson

☐ Destroyed or Junked

☐ Parts Salvaged (Cannibalized)

(New Custodian Signature)

☒ Transferred to another government agency

☐ Off Inventory but still in use (do not refresh)

1. SFCC-IT # SFCC16128 Serial # MXL9320XRN Description HP Compaq dc5850 Microtower

2. SFCC-IT # SFCC16180 Serial # 2UA94106BB Description HP Compaq dc5850 Microtower

3. SFCC-IT # _____ Serial # _____ Description _____

4. SFCC-IT # _____ Serial # _____ Description _____

5. SFCC-IT # _____ Serial # _____ Description _____

6. SFCC-IT # _____ Serial # _____ Description _____

7. SFCC-IT # _____ Serial # _____ Description _____

8. SFCC-IT # _____ Serial # _____ Description _____

9. SFCC-IT # _____ Serial # _____ Description _____

10. SFCC-IT # _____ Serial # _____ Description _____

11. SFCC-IT # _____ Serial # _____ Description _____

12. SFCC-IT # _____ Serial # _____ Description _____

13. SFCC-IT # _____ Serial # _____ Description _____

14. SFCC-IT # _____ Serial # _____ Description _____



OFFICE OF THE PRESIDENT

Item 5.4.4

PRESENT TO BOARD: JANUARY 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: SFSC CUSTOMER BILLING LIST

Approval is requested to add United Technologies Employee Scholar Program to the college's list of approved customers for billing purposes. South Florida State College will receive tuition for the program.

SUGGESTED MOTION:

Move to approve the addition of United Technologies Employee Scholar Program to the college's customer billing list as presented.

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6.0 Planning and Policy Issues

7.0 Academic and Student Matters



OFFICE OF THE PRESIDENT

Item 7.1

PRESENT TO BOARD: JANUARY 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: CURRICULUM PROPOSAL

Consideration of the following curriculum proposal is requested:

COURSE ADDITION

Add a new course to streamline remediation for students requiring both developmental reading and developmental writing; effective Fall 2016 (201710).

ENC 0027C - Combined Developmental Reading and Writing (4 prep credits)

SUGGESTED MOTION:

Move to approve the curriculum proposal as presented.



OFFICE OF THE PRESIDENT

Item 7.2

PRESENT TO BOARD: JANUARY 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: 2016-2017 ACADEMIC CALENDAR

Attached is the proposed 2016-2017 Academic Calendar. The proposed calendar has been reviewed by departments directly involved in providing student services, the Faculty Council, the Learning and Student Success Committee and the President's Council. The calendar has been coordinated to coincide as closely as possible with local school districts and meets the State required dates for beginning terms.

SUGGESTED MOTION:

Move to approve 2016-2017 Academic Calendar as presented.

2016-2017 ACADEMIC CALENDAR

Classes for community education, workforce training, and selected certificate programs are ongoing. Adult Education classes are open-entry and are offered year-round. Please check our Web site at www.southflorida.edu or with a counselor/advisor for the most current offerings. Dual enrollment students check with a high school counselor for beginning and ending dates.

South Florida State College	Academic Dates and Deadlines		
	Fall 2016	Spring 2017	Summer 2017
Regular Term (16 weeks)	Aug 19 - Dec 14	Jan 4 - May 3	May 5 - Jul 31
Priority date to apply for financial aid	Apr 15	Oct 15	Mar 15
Begin priority registration for students with over 40 hours	Apr 1	Oct 28	Oct 28
Begin registration for students with over 20 hours	Apr 8	Nov 4	Nov 4
Begin open registration	Apr 22	Nov 18	Nov 18
Priority date for SFSC Foundation Scholarships	Jun 15	Oct 15	Mar 15
Fee payment deadline	Aug 1*	Dec 8*	Apr 20*
Faculty return	Aug 15	Jan 2	-
Classes begin	Aug 19	Jan 4	May 5
Registration Ends (Last Day to ADD a Class)***	Aug 23	Jan 8	May 8
Final day to drop classes with refund or change audit status	Aug 26	Jan 11	May 12
Last day to apply for graduation	Aug 26	Jan 13	May 12
Last day to withdraw with a grade of W	Oct 25	Mar 20	Jun 26
Exam week**	Dec 8 - 14	Apr 27 - May 3	Jul 27 - Jul 31
Last day of classes	Dec 14	May 3	Jul 31
Commencement	Dec 15	May 4	-
Grades due in Registrar's Office	Dec 15 (by Noon)	May 4 (by Noon)	Jul 31 (by Noon)
First Flex Session (8 weeks)	Aug 19 - Oct 14	Jan 4 - Feb 28	May 5 - Jun 16
Begin priority registration for students with over 40 hours	Apr 1	Oct 28	Oct 28
Begin registration for students with over 20 hours	Apr 8	Nov 4	Nov 4
Begin open registration	Apr 22	Nov 18	Nov 18
Fee payment deadline	Aug 1*	Dec 8*	Apr 20*
Classes begin	Aug 19	Jan 4	May 5
Registration Ends (Last Day to ADD a Class)***	Aug 23	Jan 8	May 8
Final day to drop classes with refund or change audit status	Aug 26	Jan 11	May 12
Last day to apply for graduation	Aug 26	Jan 13	May 12
Last day to withdraw with a grade of W	Sept 22	Feb 6	May 30
Exam week**	Oct 13 & 14	Feb 27 & 28	Jun 15 & 16
Last day of classes	Oct 14	Feb 28	Jun 16
Grades due in Registrar's Office	Oct 17 (by Noon)	Mar 1 (by Noon)	Jun 16 (by Noon)
Second Flex Session (8 weeks)	Oct 17 - Dec 14	Mar 1 - May 3	Jun 19 - Jul 31
Begin priority registration for students with over 40 hours	Apr 1	Oct 28	Oct 28
Begin registration for students with over 20 hours	Apr 8	Nov 4	Nov 4
Begin open registration	Apr 22	Nov 18	Nov 18
Fee payment deadline	Aug 1*	Dec 8*	Apr 20*
Last day to apply for graduation	Aug 26	Jan 13	May 12
Classes begin	Oct 17	Mar 1	Jun 19
Registration Ends (Last Day to ADD a Class)***	Oct 18	Mar 5	Jun 20
Final day to drop classes with refund or change audit status	Oct 21	Mar 8	Jun 23
Last day to withdraw with a grade of W	Nov 18	Apr 11	Jul 14
Exam week**	Dec 8 - 14	Apr 27 - May 3	Jul 27 - Jul 31
Last day of classes	Dec 14	May 3	Jul 31
Grades due in Registrar's Office	Dec 15 (by Noon)	May 4 (by Noon)	Jul 31 (by Noon)
Limited Services Available			
Convocation	Aug 15	-	-
Staff Development Day	-	Feb 17	-
Holidays			
No classes - college closed	Labor Day - Sept 5		Memorial Day - May 29
*All Fridays of Summer B (June 23, 30, July 7, 14, 21, and 28)	Thanksgiving - Nov 23-26	Martin Luther King - Jan 16	Independence Day - Jul 4
*Exceptions: Community Education, Workforce Training, and Adult Education	Winter Break - Dec 17-Jan1	Spring Break - Mar 13-19	
* Fees due on day of registration after deadline date			
** Examination schedule for Arts and Science Division courses only. Please check course syllabi for all other divisions.			
***Add ends at midnight			

8.0 Purchasing and Other Action Items



OFFICE OF THE PRESIDENT

Item 8.1

PRESENT TO BOARD: JANUARY 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: AFFILIATION AGREEMENT - ADVENTIST SYSTEM/SUNBELT, INC. d/b/a
FLORIDA HOSPITAL HEARTLAND MEDICAL CENTER AND FLORIDA HOSPITAL
WAUCHULA

Approval is requested to enter into a **new** affiliation agreement between South Florida State College (SFSC) and Adventist Health System/Sunbelt, Inc. d/b/a Florida Hospital Heartland Medical Center and Florida Hospital Wauchula to provide facilities to students for clinical training experiences.

SUGGESTED MOTION:

Move to approved entry into a new affiliation agreement with Adventist System/Sunbelt, Inc. d/b/a Florida Hospital Heartland Medical Center and Florida Hospital Wauchula as presented.

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OFFICE OF THE PRESIDENT

Item 8.2

PRESENT TO BOARD: JANUARY 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: AFFILIATION AGREEMENT – THE CENTRAL FLORIDA AREA HEALTH
EDUCATION CENTER, INC.

Approval is requested to enter into a **new** affiliation agreement between South Florida State College (SFSC) Dental Education Program and The Central Florida Area Health Education Center, Inc. (CFAHEC) to facilitate efforts between the CFAHEC Program and SFSC's Dental Education Program, for the purpose of improving the knowledge level of tobacco related issued for nursing in training.

SUGGESTED MOTION:

**Move to approved entry into a new affiliation agreement with
The Central Florida Area Health Education Center, Inc. as
presented.**



OFFICE OF THE PRESIDENT

Item 8.3

PRESENT TO BOARD: JANUARY 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANT APPLICATION – HEARTLAND SENIOR GAMES MINI-GRANT

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

Title: **Heartland Senior Games Mini-Grant**

Source: Florida Sports Foundation

Amount: \$3,400.00

Description: Funds have been granted to support Heartland Senior Games advertising and promotion. The grant will specifically fund print and billboard advertising as well as informational sessions at retirement communities.

SUGGESTED MOTION:

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



OFFICE OF THE PRESIDENT

Item 8.4

PRESENT TO BOARD: JANUARY 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANT APPLICATION – RETIRED AND SENIOR VOLUNTEER PROGRAM (RSVP)

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

Title: **Retired and Senior Volunteer Program (RSVP)**

Source: Corporation for National and Community Service

Amount: \$44,534.00

Description: The renewal application for the SFSC RSVP grant was due January 18th. This is a continuation of the current SFSC RSVP, which has been in place since 2007. The program places adults ages 55 and older volunteer service positions throughout the county. The program focuses on Healthy Futures, which encompasses food security, elder care, engaging veterans in service, and disaster preparedness.

SUGGESTED MOTION:

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

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OFFICE OF THE PRESIDENT

Item 8.5

PRESENT TO BOARD: JANUARY 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: PRESIDENT'S ANNUAL PERFORMANCE REVIEW

In accordance with provisions in the employment contract of the president, the SFSC District Board of Trustees annually reviews the performance of the president in a manner consistent with applicable Florida Statutes and State Board of Education Rules. During each annual performance review, which normally occurs in January, the Board should consider the president's progress in supporting College planning and equity goals as well as modifications to the president's employment contract.

9.0 Reports



OFFICE OF THE PRESIDENT

Item 9.1

PRESENT TO BOARD: JANUARY 27, 2016

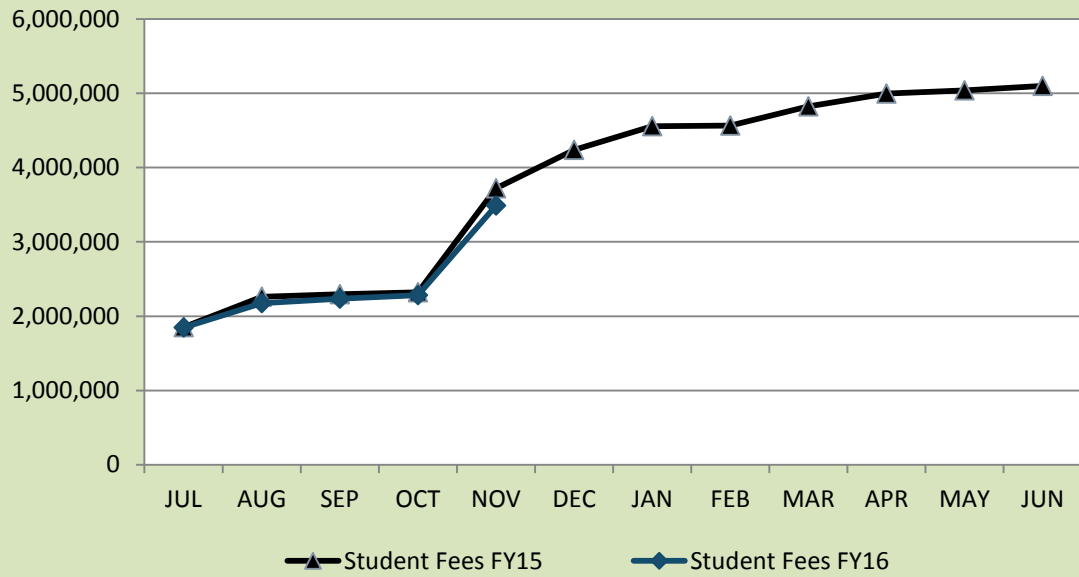
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

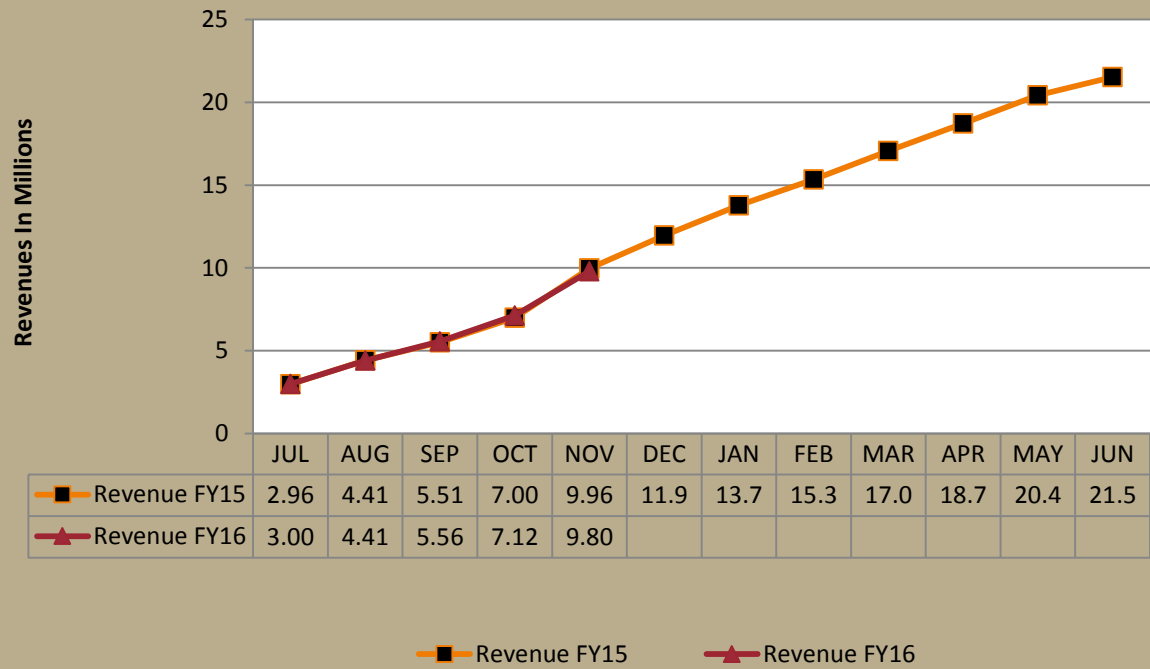
SUBJECT: FINANCIAL REPORT SUMMARY & GRAPHS – ***INFORMATION ITEM***

Attached for your review are the graphs and a summary of revenues and expenditures of the College through November, 2015.

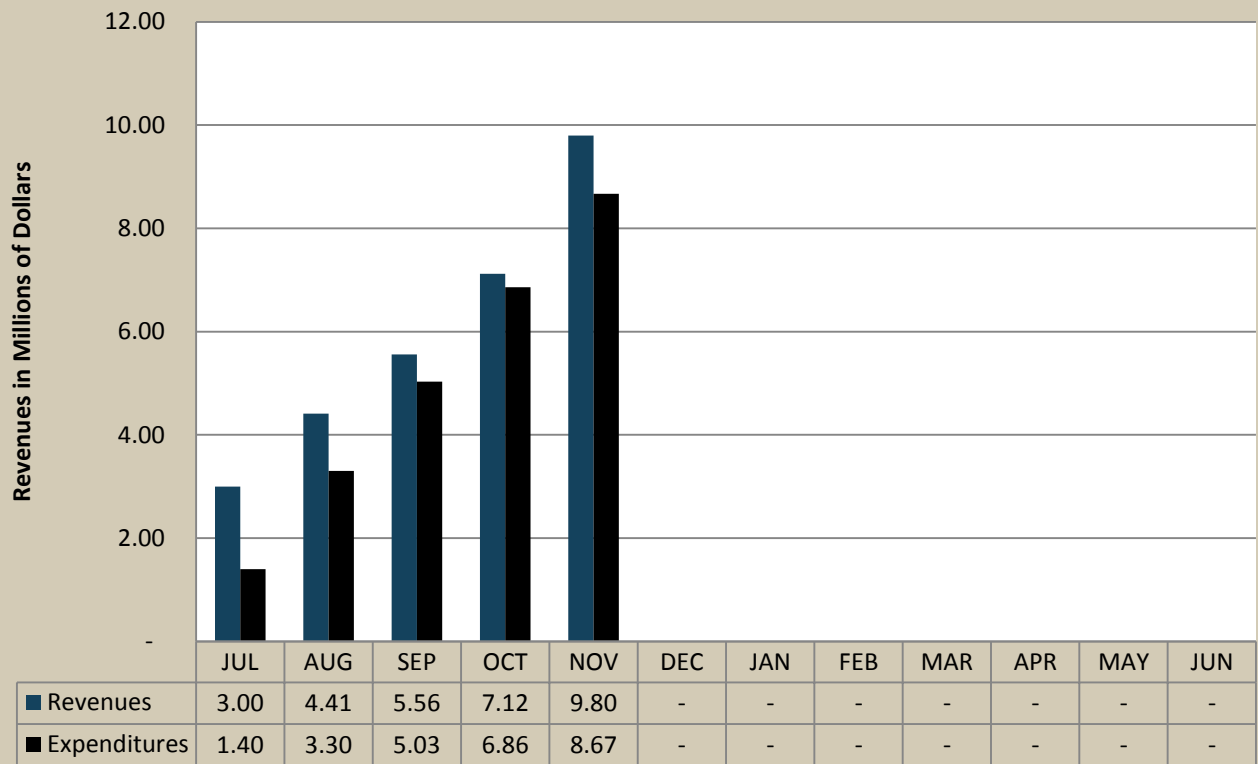
**South Florida State College
Fund 1 Student Fee Revenue, FY 15 vs FY 16**



South Florida State College Fund 1 Total Revenue, FY 15 vs FY 16



South Florida State College Fund 1 Total Revenues & Expenditures FY 16



South Florida State College					
Revenue and Expenditures					
For the Month Ending November 30, 2015					
Acct Code	Account Title	Budget Amount	Amount	Difference	Percentage Collected/Spent to Date
401XX	Tuition and Out of State Fees	4,499,343.00	3,056,973.14	1,442,369.86	67.9%
404XX	Lab Fees	398,350.00	237,661.05	160,688.95	59.7%
408XX	Technology Fees	189,000.00	133,415.64	55,584.36	70.6%
409XX	Other Student Fees	116,050.00	59,239.06	56,810.94	51.0%
41600	Grants and Contracts from Counties	104,500.00	29,500.00	75,000.00	28.2%
42110	FCSPF-General Revenue	12,132,516.00	5,071,112.00	7,061,404.00	41.8%
42150	Perform Based Incentive Fnd	603,508.00	218,359.00	385,149.00	36.2%
42210	CO&DS Entitlement	2,150.00	-	2,150.00	0.0%
42610	FCSPF-Lottery	3,433,156.00	762,924.00	2,670,232.00	22.2%
439XX	Indirect Costs Recovered	155,000.00	55,877.02	99,122.98	36.0%
44XXX	Contributions	17,927.00	6,663.00	11,264.00	37.2%
46400	Use of College Facilities	85,000.00	20,422.65	64,577.35	24.0%
466XX	Other Sales and Services	262,500.00	135,573.11	126,926.89	51.6%
48100	Interest and Dividends	16,000.00	1,895.13	14,104.87	11.8%
487XX	Fines and Penalties	3,375.00	631.32	2,743.68	18.7%
49XXX	Transfers and Other Revenues	291,750.00	8,889.63	282,860.37	3.0%
	Total Revenue	22,310,125.00	9,799,135.75	12,510,989.25	43.9%
51XXX	Management	1,816,000.00	764,293.64	1,051,706.36	42.1%
52XXX	Instructional	4,455,445.00	1,533,512.84	2,921,932.16	34.4%
53XXX	Other Professional	2,834,599.25	1,164,479.34	1,670,119.91	41.1%
54XXX	Career Staff	2,595,883.93	1,009,047.42	1,586,836.51	38.9%
56XXX	Other Professional-Instructional	1,114,812.00	352,773.95	762,038.05	31.6%
57XXX	Other Professional-Tech/Clerical/Trade	114,990.00	38,043.40	76,946.60	33.1%
58XXX	Student Employment	25,000.00	9,042.21	15,957.79	36.2%
58500	Employees Awards	11,500.00	-	11,500.00	0.0%
58501	Non-Recurring	118,067.00	120,887.66	(2,820.66)	102.4%
59XXX	Benefits	4,113,703.00	1,467,788.74	2,645,914.26	35.7%
	Total Personnel	17,200,000.18	6,459,869.20	10,740,130.98	37.6%
605XX	Travel	317,831.00	91,790.49	226,040.51	28.9%
61000	Freight and Postage	32,495.00	14,344.60	18,150.40	44.1%
615XX	Telecommunications	86,000.00	23,919.50	62,080.50	27.8%
62000	Printing	81,275.00	18,129.46	63,145.54	22.3%
625XX	Repairs and Maintenance	1,022,089.02	501,761.75	520,327.27	49.1%
63000	Rentals	163,110.00	65,587.81	97,522.19	40.2%
635XX	Insurance	413,750.00	233,224.45	180,525.55	56.4%
64XXX	Utilities	1,440,600.00	484,710.87	955,889.13	33.6%
645XX	Other Services	624,727.00	272,866.57	351,860.43	43.7%
64700	Grant Aid	4,280.00	1,271.00	3,009.00	29.7%
65XXX	Professional Fees	202,740.00	47,678.70	155,061.30	23.5%
655XX	Education Office/Dept Material Supp	506,377.00	199,552.38	306,824.62	39.4%
657XX	Data Software	32,570.00	9,435.16	23,134.84	29.0%
665XX	Other Materials and Supplies	392,850.00	143,046.52	249,803.48	36.4%
67XXX	Subscriptions/Library Books	49,500.00	27,681.59	21,818.41	55.9%
67500	Purchases for Resale	54,005.00	7,378.53	46,626.47	13.7%
680XX	Scholarships	45,000.00	31,734.12	13,265.88	70.5%
69XXX	Transfers and Other Expenses	90,000.00	29,393.54	60,606.46	32.7%
	Total Current Expenses	5,559,199.02	2,203,507.04	3,355,691.98	39.6%
706XX	Minor Equipment >1000<5000	35,000.00	1,559.10	33,440.90	4.5%
71000	Furniture and Equipment	30,000.00	8,493.06	21,506.94	28.3%
	Total Capital Outlay	65,000.00	10,052.16	54,947.84	15.5%



OFFICE OF THE PRESIDENT

Item 9.2

PRESENT TO BOARD: JANUARY 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: FOUNDATION REPORT

I. **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 December 2015 meeting of the College District Board of Trustees. The included dates are November 11, 2015 through January 12, 2016. The total amount being reported is **\$156,687.80**.

II. **Number of Active Donors two year RTP**

The second chart shares the active donors over a two year rolling time period with comparison dates from our December report ending 10/31/2015 and our January report ending 12/31/2015. The number of gifts for our January report is up from our previous period, as well as the average gift amount, the number of constituents who gave and the average donation per constituent.

III. **Average Donation YTD**

Our average donation with a year to date comparison is on the third chart. The average donation for January 1, 2015 to December 31, 2015 is \$671.61 with 1502 number of gifts reported. Our constituent average also increased from our previous report from 267 to 381.

IV. **Number of New Constituents YTD**

The number of new constituents and average donation for 2014 remains higher than our 2015 total. Total number of New Constituents in 2015 is 74 with an average donation of \$820.67.

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South Florida State College Foundation, Inc.
Gift Summary Report 11/11/15 - 1/12/16

Fund ID	Fund Description	# Gifts	Cash	Pledges	Other	Total
1000	Unrestricted	180	\$23,672.00	\$0.00	\$80.00	\$23,752.00
2000	Jacaranda Restoration Fund	3	\$1,012.00	\$0.00	\$0.00	\$1,012.00
5011	SFSC General Scholarship	11	\$402.00	\$0.00	\$0.00	\$402.00
5014	Joe Johnston/Bette McDearman	2	\$40.00	\$0.00	\$0.00	\$40.00
5025	General Nursing Scholarship	3	\$4,024.76	\$0.00	\$0.00	\$4,024.76
5031	SFSC Community Fund	12	\$82.00	\$0.00	\$0.00	\$82.00
5032	SFSC Library Donations	7	\$120.00	\$0.00	\$0.00	\$120.00
5045	Athletic Booster Club	6	\$12,030.00	\$0.00	\$0.00	\$12,030.00
5046	Miriah Brenner Memorial	1	\$50.00	\$0.00	\$0.00	\$50.00
5057	Phi Theta Kappa	2	\$20.00	\$0.00	\$0.00	\$20.00
5058	Take Stock In Children - Ops	2	\$53,730.03	\$0.00	\$0.00	\$53,730.03
5095	Dental Programs	6	\$90.00	\$0.00	\$221.97	\$311.97
5108	MOFAC	2	\$25.00	\$0.00	\$0.00	\$25.00
5133	TAG - The SFSC Artists Group	2	\$1,550.00	\$0.00	\$0.00	\$1,550.00
5137	Leadership Highlands	1	\$900.00	\$0.00	\$0.00	\$900.00
5158	TSIC Scholarships	20	\$5,153.04	\$5,000.00	\$0.00	\$10,153.04
5165	External Scholarship	71	\$44,275.00	\$0.00	\$0.00	\$44,275.00
6005	SFSC Partnership Project	15	\$3,110.00	\$0.00	\$0.00	\$3,110.00
6006	Alumni Association Fund	5	\$330.79	\$769.21	\$0.00	\$1,100.00
Grand Totals:		351	\$150,616.62	\$5,769.21	\$301.97	\$156,687.80

351 Gift(s) listed

202 Donor(s) listed

Chart 2

South Florida State College Foundation, Inc.

Number of Active Donors two year RTP

2013-2015 (12/31/15 Jan Report)

Total Amount	No. of Gifts	Avg Gift	Constituents	Avg Donation/donor
\$1,796,794.43	3116	\$576.63	562	\$ 3,197.14

2013-2015 (10/31/2015 Dec Report)

Total Amount	No. of Gifts	Avg Gift	Constituents	Avg Donation/donor
\$1,598,377.82	3074	\$ 519.97	544	\$ 2,938.19

Chart 3

South Florida State College Foundation, Inc.

Average Donation YTD

1/1/2015 to 12/31/2015

Total Amount	No. of Gifts	Avg. Gift	Constituents	Avg Donation/donor
\$1,008,754.00	1502	\$671.61	381	\$ 2,647.65

1/1/2015 to 10/31/2015

Total Amount	No. of Gifts	Avg. Gift	Constituents	Avg Donation/donor
\$618,480.02	1014	\$609.94	267	\$ 2,316.40

Chart 4

South Florida State College Foundation, Inc.

Number of New Constituents

1/1/2015 to 12/31/2015

Total Amount	Constituents	Avg Donation/donor
\$ \$60,729.35	74	\$ 820.67

1/1/2014 to 12/31/2014

Total Amount	Constituents	Avg Donation/donor
\$ 120,992.98	114	\$ 1,061.34



OFFICE OF THE PRESIDENT

Item 9.3

PRESENT TO BOARD: JANUARY 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANTS DEVELOPMENT AND FEDERAL RELATIONS REPORT

I. Funded Grant Proposals

None to Report

II. Declined Grant Proposals

Title: **Florida Partnership for Minority & Underrepresented Student Achievement**

Source: CollegeBoard Florida Partnership

Amount: \$18,670.00

Description: Funding was requested for test preparation, remedial education, and college admissions support services.

III. Federal Legislative Report

Brief presentation on the status of the federal budget and expected FY16 funding opportunities.