



**SFSC
District Board of Trustees
Regular Meeting
April 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: APRIL 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 April 27, 2016 be adopted.

SUGGESTED MOTION:

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

AGENDA
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
HIGHLANDS CAMPUS
APRIL 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 Regular Meeting – March 23, 2016
 - 1.3 Review of Agenda Master Calendar
- 2.0 Communications, Introductions, and Recognition
 - 2.1 Employee Retirement Acknowledgements
 - 2.2 New Employee Introduction
- 3.0 Public Comment
- 4.0 Presentation
 - 4.1 Student Life, Activities, Services, and Athletics
 - 4.2 Annual Equity Update Report
- 5.0 Consent Agenda Action Items
 - 5.1 Personnel Actions
 - 5.2 Agreements and Contracts
 - 5.2.1 Contracts for Private Attorney Services 2016-17 and Reappointment of College Attorney
 - 5.2.2 Lease Agreements – Hotel Jacaranda and SFSC Teacherage
 - 5.2.3 Training Agreement – CareerSource Heartland Pathways Program
 - 5.2.4 Training Agreement – CareerSource Heartland Adult Education and Literacy Services
 - 5.2.5 Affiliation Agreement – Highlands Regional Medical Center
 - 5.2.6 Affiliation Agreement – BayCare Health Systems, Inc.
 - 5.3 Grant Applications
 - 5.3.1 College Reach-Out Program - \$34,314.00
 - 5.3.2 2016-2017 Perkins Funding - \$84,200.00 (Rural and Sparsely Funded) and \$157,329.00 (Postsecondary Career and Technical Education)
 - 5.3.3 Hispanic-Serving Institutions STEM and Articulation Program - \$3,875,000.00
 - 5.3.4 General Program Support - \$TBD
 - 5.3.5 Specific Cultural Presenter – Museum - \$TBD
 - 5.4 Operating Actions
 - 5.4.1 Monthly Accounts Payable & Payroll Check Register
 - 5.4.2 Uncollectible Debt
 - 5.4.3 Donation – Computers
 - 5.4.4 Donation – MOFAC Paintings

- 6.0 Planning and Policy Issues
- 7.0 Academic and Student Matters
 - 7.1 Curriculum Proposals
 - 7.2 Fee Proposal
- 8.0 Other Action Items
 - 8.1 Acceptance of Annual Equity Plan Update Report
 - 8.2 Pro-Bono Dental Services Grant - \$17,000.00
 - 8.3 Panther Youth Program (PYP) Grant - \$400,000.00
- 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: APRIL 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: MINUTES – REGULAR MEETING – MARCH 23, 2016

It is recommended that the minutes of the regular meeting held March 23, 2016 as presented and recorded in the Supplemental Minute Book, be approved.

SUGGESTED MOTION:

Move to approve the minutes of the March 23, 2016 regular meeting as presented.

**MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
MARCH 23, 2016**

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	Dr. Kimberly Batty-Herbert	Ms. Tammy Bush
	Ms. Cindy Garren	Mrs. Susie Hale	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	Dr. Deborah Fuschetti
	Ms. Irene Castanon	Mr. Randy Paepflow	Dr. Michele Heston
	Ms. Maria Mathy	Dr. Robert Flores	Ms. Danielle Ochoa
	Mr. Todd Schoen	Ms. Jennifer Tollison	Ms. Grace Danao

Others Present: Mrs. Barbara Kirschner
Mr. David Lowe

CALL TO ORDER

At 6:00 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

Mr. Wright made a motion, seconded by Mrs. Puckorius, to adopt the agenda of the regular meeting held March 23, 2016. 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

Mrs. Cullens made a motion, seconded by Mr. Backer, to approve the minutes of the regular meeting held February 24, 2016. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

1.3 Review of Agenda Master Calendar

The Agenda Master Calendar was reviewed. Dr. Leitzel stated that Governor Scott has called a Degrees to Jobs Summit, May 25 & 26, at Universal Studios in Orlando. College Presidents and Trustees have been asked to save this date. Currently, there is a Budget workshop and regular meeting scheduled for May 25. He asked if the regular meeting could be moved to Wednesday, June 1. The Budget workshop will be moved to either June 1 or June 22, as we are waiting for budget information from the Department of Education. All of the Trustees agreed to move the May 25 regular meeting to June 1.

2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITION

2.1 Employee Retirements

Mr. Backer made a motion, seconded by Mr. Wright, to acknowledge Ms. Maria Mathy for her 26 years of service to the college and Mr. Preston Carl Mobley for his 27 years of service to the college. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

2.2 New Employee Introductions

Employee	Position	Supervisor	Hired
Danielle Ochoa	TSIC, College Success Coach	Irene Castanon	12/01/15
Todd Schoen	Instructor, Nursing	Michele Heston	02/01/16
Jennifer Tollison	Staff Assistant I, Lake Placid Center	Randy Paepflow	03/01/16
Grace Danao	Bioenergy Program, Lead Instructor	Kevin Brown	01/06/16

3.0 PUBLIC COMMENT

None

4.0 PRESENTATION

Dr. Leitzel introduced Mr. David Lowe, PMP, Navy Program Development Lead and acting Patuxent River Field Officer Manager, Electronic Systems Laboratory at Georgia Institute of Technology, who gave a presentation on college/university partnerships.

5.0 CONSENT AGENDA ACTION ITEMS

5.1 Personnel Actions

Approved a list of appointments, full-time professional staff; full-time career staff; terminations; retirements; reappointments, full-time administrative staff, 2016-17; reappointments, full-time faculty 2016-17; annual contract (9,10,11,12 month contract depending upon responsibilities); and adjunct faculty 2016-17, academic year as needed. **(EXHIBIT "A")**

5.2 Agreement and Contracts

None

5.3 Grant Applications

5.3.1 Migrant and Seasonal Farmworker Program

Florida Department of Education

Farmer Career Development Program - \$292,451.00

5.3.2 Pre-Hospital Trauma Life Support

FL Dept. of Health EMS Matching Grant Program - \$36,256.60

5.3.3 Creating Florida's Next Generation of Agriculture Leaders

USDA, NIFA - \$150,000

5.3.4 Agriculture Program Support

Mosaic - \$20,000

5.4 Operational Actions

5.4.1 Monthly Accounts Payable/Payroll Warrant Summary

Approved the monthly accounts payable/payroll warrant summary for February 2016. **(EXHIBIT "B")**

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

6.0 PLANNING AND POLICY ISSUES

None

7.0 ACADEMIC AND STUDENT MATTERS

7.1 Curriculum Proposals

Dr. Valentine introduced the curriculum proposals. **(EXHIBIT "C")**

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

8.0 PURCHASING AND OTHER ACTION ITEMS

None

9.0 REPORTS

9.1 Financial Report

Vice President Little reported on the financial graphs and a summary of revenue and expenditures through the month of January 2016 as information items. **(EXHIBIT "D")**

9.2 Foundation Report

Mrs. Bateman reported that the South Florida State College Foundation, Inc. had received donations and pledges in the amount of **\$44,070.19** from February 10, 2016 through March 8, 2016. She also gave a Foundation update that included the 7th Annual SFSC Panther 5K; the Spring Gala video; and Take Stock in Children events.

9.3 Grants Development and Federal Relations Report

I. Grants Development Report

Dr. Lynch distributed and reviewed the Grants Development Report dated 3/23/16.

II. Funded Grant Proposals

None

III. Declined Grant Proposals

None

IV. Federal Legislative Report

Dr. Lynch reported on the status of the federal budget and expected FY16 funding opportunities.

9.4 President's Report

Dr. Leitzel reported on the following college activities:

1. Commended Dean Kevin Brown and his staff for the outstanding presentation given at this afternoon's Fire Science Program dedication ceremony.
2. Tallahassee overall update for the Florida College System was shared. No budget news for SFSC.
3. SFSC was listed 4th in a recent report titled "Best Online Accredited Colleges in Florida."
4. On February 25, SFSC's Brain Bowl Team traveled to Atlanta to compete in the 2016 Community College Collegiate Tournament. The team finished the competition with a 3-8 record, tying for 23rd place.
5. Approximately 3 dozen first through eighth graders participated in a recent half-day STEM Quest event on the Highlands Campus.
6. Five SFSC students will be recognized at the PTK – All Florida Academic Team luncheon on April 21 in Tampa.
7. Reminded Trustees that the SFSC 50th Anniversary History book can still be purchased through the Foundation office.
8. SFSC's application for the 2017 Aspen Prize has been submitted.
9. Coach Hitt was recognized for achieving his 500th career win in early March. The baseball team is currently 21-11 and in a 3-way tie for first place in the conference with 23 games left in the season. Coach Hitt honored a special Panther baseball fan on February 29 – Mr. William Stephenson, who recently turned 98 years old and is a long-time Panther fan. The softball team is 21-16 and currently tied for third in the conference with 12 games left in the season.
10. Shared information and photos from the February 25 Highlands Campus Open House.
11. A good turnout for the 7th Annual SFSC Panther 5K to benefit SFSC athletic on March 5. Thank you to all 5K sponsors including Mrs. Cullens and Mr. Wright. Photos of the event were shared.
12. This year's Cultural Programs season was successful. The college hosted 34 shows from November through March.
13. A community advocacy group "Better Schools for a Better Community" asked to hold a meeting on the Highlands Campus regarding the Highlands County School Board's request on a half-cent sales tax consideration, the public will be invited to attend. The date will be determined in the near future.

14. SFSC will host a Minority Male Initiative meeting on Friday, April 29. Representatives from the five high schools in our district be will invited to attend. Dr. Wise explained the initiative.
15. Reviewed SFSC's Summer Work Schedule – May 9-August 12 (flexible scheduling) and June 20-August 5 (4-day energy-savings work week.)
16. 2016 Spring Commencement ceremonies: on May 5 SFSC will hold two ceremonies, 4:45 p.m. and 7:45 p.m. Dr. Wise distributed a timeline for the Trustees review. This will allow graduates to invite more than 2 family members to the ceremony.

9.5 Board Attorney's Report

Mrs. Karlson wished everyone Happy Easter.

9.6 Board Members' Reports

Mrs. Puckorius stated no report.

Mr. Backer appreciated being asked to participate in today's Fire Science dedication and wished everyone Happy Easter.

Dr. Kirschner stated no report.

Mr. Lambert wished everyone Happy Easter and stated that the dedication was terrific.

Mr. Wright stated no report.

Mrs. Cullens thanked David Lowe for his presentation and wished everyone a Blessed Easter.

Mr. Bryan wished everyone Happy Easter.

9.7 Board Chair Report

Mrs. Rider thanked David Lowe for his presentation, wished everyone Happy Easter, and stated that while visiting a family member in the hospital recently, she was able to see first-hand the spectacular care the SFSC nurses give patients.

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 8:03 p.m.



OFFICE OF THE PRESIDENT

Item 1.3

PRESENT TO BOARD: APRIL 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

APRIL 2016	MAY 2016	JUNE 2016
<p>27 Board Meeting, 6 PM Highlands Campus (Student Activities Presentation)</p> <p>30 SFSC Foundation Spring Gala and Annual Meeting, 6 PM, Jacaranda Hotel</p>	<p>5 Spring Commencement Ceremonies</p> <p>24-26 Governor's Degrees to Jobs Summit, Orlando</p>	<p>1 *Board Meeting, 6PM Highlands Campus</p> <p>22 Board Meeting, 6 PM Highlands Campus</p> <p>The Budget workshop will tentatively be held June 1 or June 22.</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>5-8 ACCT Leadership Conference, New Orleans</p> <p>26 *Board Meeting, 6 PM Highlands Campus</p>	<p>2-4 AFC Annual Meeting and Conference, Lake Buena Vista, FL</p>	<p>7 *Planning Workshop 4 PM, followed by Board Meeting, 6 PM, Highlands Campus</p> <p>15 Fall Commencement</p>
JANUARY 2017	FEBRUARY 2017	MARCH 2017
<p>25 *Board Meeting, 6 PM Highlands Campus</p>	<p>22 *Board Meeting, 6 PM Highlands Campus</p>	<p>22 *Board Meeting, 6 PM Highlands Campus</p>

*Tentative

2.0 Communications, Introductions, and Recognitions



OFFICE OF THE PRESIDENT

Item 2.1

PRESENT TO BOARD: APRIL 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: EMPLOYEE RETIREMENT ACKNOWLEDGEMENTS

Employee	Position	Dates of Service
J. Kevin Brown	Dean, Applied Sciences and Technologies	07/01/98-05/31/16
Cathy C. Futral	Art Professor	05/08/96-05/05/16
Ellen L. Thornton	Developmental Reading Professor	08/15/05-05/05/16

SUGGESTED MOTION:

Move to recognize the retirements of J. Kevin Brown, Cathy C. Futral, and Ellen L. Thornton for their many years of service to South Florida State College.



OFFICE OF THE PRESIDENT

Item 2.2

PRESENT TO BOARD: APRIL 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: NEW EMPLOYEE INTRODUCTION

Employee	Position	Supervisor	Hired
Susan "Joan" Baxley	Accounts Payable Specialist	Amy Dow	03/21/16

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3.0 *Public Comment*

4.0 *Presentations*



OFFICE OF THE PRESIDENT

Item 4.1

PRESENT TO BOARD: APRIL 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: PRESENTATION – STUDENT LIFE, ACTIVITIES, SERVICES AND ATHLETICS

SGA leadership and other clubs and organizations will introduce members and share accomplishments and high points of the academic year. Our academic and athletic teams are included.

Student Government Association (SGA) Clubs and Organizations - This has been a student driven, fun filled year as the students have celebrated old traditions and started new ones as well. The events and activities of the year were set forth by the SGA E-Board (Executive Board) during the fall of 2015.

- **CKI** - CKI participated in several Highlands and Hardee Service Projects throughout the year. Four of the students attended CKI leadership training in Tampa. They also volunteered to be Zombies at the ARC Halloween Zombie 5/10 K Walk/Run, helped with the Kiwanis Pancake Breakfast, Kiwanis Family Carnival, and the Dash and Dye 5K. In Hardee the CKI students volunteered at a dinner with the Hardee Help Center, Center for the Great Apes, Hardee County Fair and Relay for Life. Fundraising efforts included a Thanksgiving bake sale.
- **PTK** - The Tau Epsilon Chapter of Phi Theta Kappa began the year with the "Commit to Complete" event held during "Club Rush" and had over 100 students sign a banner making their commitment to complete the program of study they are currently seeking. We held a Breast Cancer Awareness Bake Sale and all proceeds were donated to the American Cancer Society. We held two "Walking Tacos" fundraisers for leadership activities. Our annual community service activity, "The Angel Tree" went well for the residents at the Oaks of Avon as we presented them with needed items and sang Christmas carols. We held a scholarship workshop for our members to help prepare them for completing the All-USA Academic Scholarship application. We held two information sessions for our fall and spring membership drives and conducted two induction ceremonies. Our new fundraiser this year was the "Kiss the Pig" contest and J.J. Moyer raised the most funds to have to kiss Arnold the pig pink. We also held a bake sale to advertise the "Kiss the Pig" event. It was a great year!
- **Dental Students Association** - The Dental Students Association participated in Healthy Smiles with the Florida State Special Olympics, and College for a Day. We also participated in the Oral cancer screening clinic held at the SFSC Dental Clinic. We participated in the RCMA Children's Sealant Clinics and will go to the Florida Dental Conference in Orlando in June as well as another Special Smiles to be held in May or June
- **Student Nurses Association** - We had an active year. SNA members attended the Florida Nursing Students Association (FNSA) leadership conference in St Augustine to plan for the annual convention; the FNSA

Convention in Daytona where students were able to attend classes and network with student nurses across Florida, and several students attended the National Student Nurse Association Convention held in Orlando this year and were able to attend educational sessions and network with student nurses from all over the United States. Students were active with fundraising and were able to make donations to Relay for Life and a Homeless Veterans Outreach Food Drive.

- **Brain Bowl** - The Brain Bowl team was mainly made of students from the Hardee campus this year. With bi-weekly meetings and multiple tournaments each semester, our competitions ended slightly early for us this year after competing in the NAQT National Tournament (2nd year in a row!). We were 3rd in our regional tournament which took us out of the state tournament in April. For the NAQT National, we had to qualify before being invited. We are very proud of our students' showings this year, and we hope for a repeat of it for next year! We are looking forward to next season!
- **Rotoract** – We had a very busy, but fun year. We distributed random notes of kindness across campus, as well as volunteered for Harvestfest in Avon Park. We also held a backpack drive where we collected 50 back packs for the Boys/Girls Club of Highlands County. We volunteered at Winterfest for Big Brothers/Big Sisters of the Suncoast and we will be assisting AP Rotary club with Blueberry festival for third year.
- **Student Practical Nurses Association** - The Practical Nursing Club was very busy this school year: Held a family night with over 90 people participating, Assisted the Spanish club with Breast Cancer Awareness Event in October, Visited the Wound Care Center, Observed Board of Nursing Meeting in October, Participated in Christmas Parade, Pot-luck dinner in December, Helped with Dec. Commencement, 15 members donated blood in February, and participated in cultural fair event in February. Plan to visit the Hospice House on April 21st, and help with May commencement.
- **Desoto Center Panther Ambassadors** - The Desoto Ambassadors have been very busy this year, and have formed a subgroup under my sponsorship, one does fine arts projects and the original continues as normal. Desoto Ambassadors set up a club rush just for Desoto campus, emphasizing clubs available to the branch students as well as all clubs on campus. They were able to sign up students for a new Spanish club, Brain bowl, HOSA, as well as Desoto ambassadors themselves. The students created a Christmas card for SFSC to be represented at Christmas card lane in Arcadia Florida. All students participated in the Arcadia Christmas parade for the college. During the term the students collected clothing and materials for less fortunate residents, and created an angel tree for members of Arc-Desoto, for the intellectually and developmentally disabled. During the spring term another club rush was held, and students have collected clothing for homeless and migrant workers, collected material for disadvantaged pregnant women and those with babies, and prepared for Relay for life, creating dreamcatchers, coloring pages, and raffle baskets to raise money. The Desoto ambassadors helped in the set up, and take down of the Rio De La Paz Art festival, and controlled parking for the event.
- **Basketball Club** – The Basketball Club was very active throughout the year, playing basketball two days a week for the entire year.
- **Team Ultimate Discuss** – The Ultimate Discuss Club organized several events during school to help Students learn how to play Ultimate Frisbee, as well as events where they played competitively.
- **Hispanic Student Organization** - The Hispanic Students Organization (HSO) was involved in several events this 2015/2016 school year. Starting in the fall semester celebrating “Hispanic Heritage Month”. The club also joined with the Nursing Students Association to kick off “Breast Cancer Awareness Month” with an informational session presented by Dr. Gardener from Florida Hospital. As the semester came to an end and with the holidays around the corner HSO along with “Students in Action for Farm Workers” gave out 50 bags of groceries to families who are either farm works or seasonal workers. In the spring club members joined “Relay for Life” in effort to raise funds for the American Cancer Society by sponsoring a concert.
- **PBL** - Phi Beta Lambda, the SFSC student business club, participated in several leadership development conferences and workshops. Nine students attended the State Leadership Conference and Competition in March. Four of those students placed top 5 in the state and 2 students will be representing the State of Florida at the National Leadership Conference this summer in Atlanta, GA.

- **African American Association** – AAA has had a very busy year with many activities. They adopted both an elderly, and a disabled person, and purchased them a Thanksgiving and Christmas dinner. They participated in College Week, Martin Luther King Day Activities, the Boys and Girls Club Halloween Activity, and Bill Jarrett's Christmas Day for Kids. They held numerous fundraisers, and also participated in several leadership activities such as the SGA Leadership Summit and an upcoming Leadership Conference off Campus.
- **Soccer Club** - The South Florida State Soccer Club had a very busy and fun year. They played twice a week for the entirety of the year. They also organized a fundraiser to help purchase uniforms that they wore in an Exhibition Match here on Campus as a part of a partnership event with the Hispanic Student Organization.
- **Anime & Gaming Club** – The Anime & Gaming Club has participated in various fundraisers this year. Including a chocolate fundraiser which the club collaborated with the Art Club and Phi Beta Lambda. For the first time this year, they will be attending Comic Con, using the funds they raised over the course of the year.
- **Collegiate FFA** – CFFA had a great year & they were involved in many things both on & off campus. They were involved in several Ag Ventures, judged at 3 State FFA Events, & took farm tours off campus. On Campus they were involved in College for a Day, a Chili Cook-off, they set up a display window in Building B to provide information, & worked the tent at the Highlands County Fair.

Athletic Teams

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

Student Government

Besides the very active clubs, the Student Government of SFSC planned and carried out wonderful events this year which inspired learning and fun. These included: Welcome Back, *an event designed to Welcome Students to Campus at the beginning of each semester, the Students passed out waters, planners, and maps, then made sure all new or returning Students knew their way to Class*, End of Semester Party in the Fall and Spring with the Fall consisting of a Casino Night, and the Spring will be a Pool Party with a Bar-B-Q; Panther Pride Pep Rally done in both the Fall and the Spring, *a pep rally designed to boost athletic involvement throughout the year*; student forum with Dr. Leitzel; a Student Leadership Summit *designed to provide quality speakers and workshops to aid students and sharpen their leadership skills*; 3 FCSSGA state leadership conferences (State Fall Conference, Rally in Tally, & State Spring Conference); intramural basketball, Frisbee, & soccer; College Week, *a weeklong series of events that was participated in by over 20 teams comprised of students & faculty/staff that leads to an overall champion*; fall and spring club rush to encourage student participation in organizations; a Halloween/Karaoke Themed Fall Fest Party with food, games, music, dancing, & a costume party; and general SGA meetings every other Wednesday. Student Leaders were also very active in the Campus-Wide orientation, GPS. They assisted in many different areas within GPS, but mainly provided a Student led session that covered everything from college expectations to how to get involved with the Student Government Association. On top of GPS, the Student Leaders were active on several committees on Campus, as well as several College Wide Recruiting Events, such as Open Houses and College for a Day.

The Democrat Club

The College Democrats Club had an awesome 2015-2016 year. With the start of a new academic year holding ballot voting for President, Vice President and Secretary. Club members had a very active year. In the month of October attending the Highlands County Democratic Party Annual Hoe Down Fundraiser and participated in the campus Bayhead cleanup project. In month of November held two fundraisers sold items at the AFC Mega Yard Sale and held a meatball sub sale; participated in the Avon Park Christmas parade representing SFSC, College Democrat table at College for A Day, and Veteran's Day flag waving with the local Democrat Party. In month of December the club participated in the Angel Tree Community Service Project. In the month of January Club Rush; in February participated in SFSC Pep Rally. In the month of March ran in the SFSC Panther 5K Run/Walk and team up with the Art Club to compete in College Week.

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OFFICE OF THE PRESIDENT

Item 4.2

PRESENT TO BOARD: APRIL 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: PRESENTATION – ANNUAL EQUITY UPDATE REPORT

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

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

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

review to ensure compliance; recommendations for improvement, if required, are provided to the college.

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

The report is available under separate cover. Acceptance of the report by the District Board of Trustees will be asked for under agenda item #8.1.

5.0 Consent Agenda Action Items



OFFICE OF THE PRESIDENT

Item 5.0

PRESENT TO BOARD: APRIL 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.

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OFFICE OF THE PRESIDENT

Item 5.1

PRESENT TO BOARD: APRIL 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, ADMINISTRATIVE STAFF:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Lee, Melissa	Controller	04/11/16
Christensen, Erik*	Dean, Applied Sciences and Technologies	07/01/16

*Transferred from Professor, Physics position

II. APPOINTMENTS, CAREER SERVICES STAFF:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Grenke, Jenny	Case Data Specialist, FCDP/PYP*	04/18/16
Rodriguez, Rita**	Staff Assistant I, Hardee Campus	04/18/16
Early, Lauren***	Office Manager, Lake Placid Center	04/25/16

*Grant funded position

**Transferred from Case Manager Farmworker Career Development Program position

***Transferred from Office Manager, DeSoto Campus position

III. RESIGNATIONS:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Bush, Tammy	Executive Assistant to President	06/03/16

IV. RETIREMENTS:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Fisher, Cheryl	Custodian	03/21/16
Wolfe, Mary	Lead End User Support	06/30/16

V. REAPPOINTMENTS, FULL-TIME PROFESSIONAL STAFF, 2016-17:

Arpasi, Cheryl	LaDue, Pamela
Austin, Michael	Latter, Deborah
Becerra, Peggy	Lewis, Diane
Bello, Adela	Lott, Andrea
Bello, Kimberly	Loweke, Keith
Bruns, David	Lynch, Lindsay
Carter, Benjamin*	Mathy, Robert
Castanon, Irene*	Merritt, Richard
Cleghorn, Diana	Miller, Summer
Cortazal, Manuel	Morales, Tasha*
Crawford, Kimberly	Narciza, Brian
Croft, Nicholas	Negron, Christian
Cuencas, Edwin*	Nicholas, Colin*
Diaz, Axel	Noel, Steven
Donna, Jerry	Ochoa, Danielle
Elders, Theresa	Olano, Ruel
Falla, Carlos	Olson, Deborah
Flemming, Sureka	Pantoja, Ricardo*
Gottus, Tina*	Pinzon, Sandra*
Gray, Junior	Polk, Andrew
Green, Courtney	Puckorius, Mary
Gutierrez, Deborah	Rafatti, Colleen
Hall, Michele	Ramos, Mandy
Hampton, Robert	Ricker, April
Hart, Amy	Rios, Elisavet
Hemler, Charles	Sauls, Leah
Heston, Michele	Schuler, Sharon
Hintz, Lynn	Shanklin, Deanne
Hitt, Richard	Simmons, Joyce
Huften, Michael	Southwell, Robin
Hutzelman, Mary	Thomas, Gaylin**
Ivy, Curtis	Torres, Nelson*
Jackson, Loretta	Turke, Sandra
Jackson, Melanie	Weyrauch, June
Jefferies, Tara*	Wheaton, Janet
Jones, Sharon	Wilder, Laura
Juve, Kristini*	Zelenenki, Susan
Key, Lorrie	

*Grant or Special Funded Position

**Retiring 7/31/16

VI. REAPPOINTMENTS, FULL-TIME CAREER STAFF, 2016-17:

Allison, Deborah	Barone, Mary
Altamirano, Joselito	Bates, Wanita
Arrington, Miranda	Beers, Rachel
Baker, Andrea	Beiner, Vidya

VI. REAPPOINTMENTS, FULL-TIME CAREER STAFF, 2016-17 (con't):

Benn, Kathleen	Mullins, Gary
Bennett, Ashley	Muro Del Real, Manuel
Campbell, Barbara	Noonon, Angela
Carden, Denise	Nott, Kelly
Caro, Santiago	O'Meara, Daniel
Castro, Fabiana*	Ortiz, Minerva*
Clark, Larry	Osborne, Tracey
Colquitt, Clayton	Pantoja, Jessica
DeSantiago, Brenda	Prentice, John
Dobson-Hacker, Linda	Ramnarain, Govindah
Donglasan, Herbert	Ramos, Gregorio
Dorsey, Amy	Ramos, Nicolas
Dow, Amy	Rawlings, Dee Etta
Edwards, Greg	Redick, Lauren
Ellis, Sandra	Rodriguez, Jose
Espiritu, Elmer	Rodriguez, Susan
Farmer, Mitzi	Rosam, Randy
Ferguson, Ella Jane	Rose, Cindy
Fernandez, Tito	Salmon, Winifred
Feyerharm-Sconyers, Jill	Sarmiento-Noriega, Piedad
Garcia, Michael	Schubert, Heather
Glaser, Joshua	Shanklin, David
Goulette, Susan	Shannon, Princess
Haralson, Shawn	Sheridan, James
Heston, Elizabeth	Shuler, Subrina
Huften, Tara*	Simpson, Lamar
Imsdahl, Nat	Smalley, Renee
Jaurigue-Danta, Wilnoreann	Smith, Chase
Jessiman, Pamela	Snow, Donna
Johnson-Decarie, Lisa	Snow, John
Kramer, Joann	Snow, Tammy
Land, Robert	Sostre, David
Lawton, Vivian	Stetson, Tina
Lewis, Cathy	Teope, Hansel
Loresco, Ernesto	Tollison, Jennifer
Lowery, Rebecca	Vestal, Pamela
McConniel, Rebecca	Wheaton, Brian
McGann, Sara	Wolfe, Laura
Meyers, Ralph	Woodhouse, Candice
Morales, Denise	Wyatt, Karla

*Grant or Special Funded Position

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

<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Ahadpour, Mehdi	ESOL	II
Ahrens, Steven	Criminal Justice	IV
Davis, Linda	Supervision & Management (BAS)	I

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 5.2.1

PRESENT TO BOARD: APRIL 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: CONTRACTS FOR PRIVATE ATTORNEY SERVICES 2016-2017 AND
REAPPOINTMENT OF COLLEGE ATTORNEY

Approval is requested from the District Board of Trustees to enter into contracts for the July 1, 2016 through June 30, 2017 year with the firms currently engaged to represent South Florida State College as needed. We have been pleased with the services provided by Allen, Norton & Blue, P.A. for employment law issues and Karlson Law Group, P.A., as the College Attorney.

These firms have agreed to continue to provide services under the same terms as in 2015-2016 with the exception that Allen, Norton & Blue, P.A. has asked for a \$25.00 per hour rate increase for Mr. Allen and Partners. All other rates remain the same as the prior contract. Summary data follows for the 2016-2017 contracts:

Allen, Norton & Blue, P.A.		Karlson Law Group, P.A.
Annual Retainer	\$500.00	Retainer of \$1,000.00 per month to include up to six hours of consultation each month (including participation at monthly Board meetings). Special work beyond the base six hours will be paid on an hourly basis of \$125.00 per hour.
Hourly Rates:		
• W. Reynolds Allen & Partners	\$225.00	
• Associates	\$200.00	
• Paralegals	\$85.00	

SUGGESTED MOTION:

Move to approve contracting for continued legal services with Allen, Norton & Blue, P.A. and Karlson Law Group, P.A. for the 2016-2017 fiscal year under the terms and rates listed above.



OFFICE OF THE PRESIDENT

Item 5.2.2

PRESENT TO BOARD: APRIL 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: LEASE AGREEMENTS – HOTEL JACARANDA AND SFSC TEACHERAGE

Approval is requested to **renew** the following rental agreements between South Florida State College and the SFSC Foundation, Inc. for the 2016-2017 fiscal year. An increase from last year's rates is being proposed to help cover the increase in insurance and utilities.

Site	2015-16 Monthly Rate	2016-17 Monthly Rate	Purpose of Lease
Hotel Jacaranda	\$6,085	\$6,389	Classroom and Lab Space
SFSC Teacherage	\$785	\$824	Classroom Space

SUGGESTED MOTION:

Move to approve the renewal of lease agreements for the Hotel Jacaranda and the SFSC Teacherage as presented.



OFFICE OF THE PRESIDENT

Item 5.2.3

PRESENT TO BOARD: APRIL 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: TRAINING AGREEMENT – CAREERSOURCE HEARTLAND PATHWAYS
PROGRAM

Approval is requested to **renew** a training agreement between CareerSource Heartland and South Florida State College to provide delivery of a Career Pathways Program. This agreement will renew annually.

SUGGESTED MOTION:

Move to approve the renewal of a training agreement with CareerSource Heartland to provide delivery of a Career Pathways Program as presented.



OFFICE OF THE PRESIDENT

Item 5.2.4

PRESENT TO BOARD: APRIL 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: TRAINING AGREEMENT – CAREERSOURCE HEARTLAND ADULT EDUCATION
AND LITERACY SERVICES

Approval is requested to **renew** a training agreement between CareerSource Heartland and South Florida State College to provide delivery of adult education and literacy services under the Workforce Innovation and Opportunity Act. This agreement will renew annually.

SUGGESTED MOTION:

Move to approve the renewal of a training agreement with CareerSource Heartland to provide delivery of adult education and literacy services as presented.



OFFICE OF THE PRESIDENT

Item 5.2.5

PRESENT TO BOARD: APRIL 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: AFFILIATION AGREEMENT – HIGHLANDS REGIONAL MEDICAL CENTER

Approval is requested to **renew** an affiliation agreement between Highlands Regional Medical Center and South Florida State College to provide clinical rotations in the following programs: Nursing, Radiography, EMT/Paramedic and Phlebotomy. This is a three (3) year agreement.

SUGGESTED MOTION:

Move to approve the renewal of an affiliation agreement with Highlands Regional Medical Center to provide clinical rotations as presented.



OFFICE OF THE PRESIDENT

Item 5.2.6

PRESENT TO BOARD: APRIL 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: AFFILIATION AGREEMENT – BAYCARE HEALTH SYSTEMS, INC.

Approval is request to **renew** an affiliation agreement between BayCare Health Systems, Inc. and South Florida State College to provide clinical rotations in the following programs: Nursing, Radiography, EMT/Paramedic and Phlebotomy. This is a three (3) year agreement.

SUGGESTED MOTION:

Move to approve the renewal of an affiliation agreement with BayCare Health Systems, Inc. to provide clinical rotations as presented.



OFFICE OF THE PRESIDENT

Item 5.3.1

PRESENT TO BOARD: APRIL 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANT APPLICATION – COLLEGE REACH-OUT PROGRAM

Title: **College Reach-Out Program (CROP)**
Source: Florida Department of Education
Amount: \$34,314.00
Description: SFSC is partnering with Polk State College and Pasco-Hernando State College to offer CROP. Through this program, SFSC is able to provide pre-collegiate academic support and services to at-risk youth in the region.

SUGGESTED MOTION:

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



OFFICE OF THE PRESIDENT

Item 5.3.2

PRESENT TO BOARD: APRIL 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANT APPLICATION – 2016-2017 PERKINS FUNDING

Title: **2016-2017 Perkins Funding**
Source: Florida Department of Education
Amount: \$84,200.00 (Rural and Sparsely Populated)
\$157,329.00 (Postsecondary Career and Technical Education)
Description: SFSC is requesting these grant funds to supplement and enhance the growth of technical programs, such as Allied Health, Business, Computer Science, Public Safety, and Trade and Industry. Grant funds will be used to provide equipment and supplies, other training related items, and staff salaries needed for program expansion.

SUGGESTED MOTION:

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



OFFICE OF THE PRESIDENT

Item 5.3.3

PRESENT TO BOARD: APRIL 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANT APPLICATION – HISPANIC-SERVING INSTITUTIONS STEM
ARTICULATION PROGRAM

Title: **Hispanic-Serving Institutions STEM and Articulation Program**
Source: U.S. Department of Education
Amount: \$3,875,000.00
Description: SFSC is requesting funding to launch an institution-wide initiative to better support students entering STEM degree programs. The project will include pre-collegiate academic support and enhanced dual-enrollment options, collegiate academic programs designed to prepare students for transfer into engineering programs, student services designed specifically for Hispanic students and their families, programming to develop a more culturally-sensitive campus climate, and STEM degree articulation with transfer universities.

SUGGESTED MOTION:

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



OFFICE OF THE PRESIDENT

Item 5.3.4

PRESENT TO BOARD: APRIL 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANT APPLICATION – GENERAL PROGRAM SUPPORT

Title: **General Program Support**
Source: Florida Division of Cultural Affairs
Amount: \$91,000.00
Description: SFSC Cultural Programs is requesting funding to support operating expenses for the Alan Jay Wildstein Center for the Performing Arts.

SUGGESTED MOTION:

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



OFFICE OF THE PRESIDENT

Item 5.3.5

PRESENT TO BOARD: APRIL 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANT APPLICATION – SPECIFIC CULTURAL PRESENTER-MUSUEM

Title: **Specific Cultural Presenter – Museum**
Source: Florida Division of Cultural Affairs
Amount: \$10,000.00
Description: The SFSC Foundation Inc. is requesting funding to support MOFAC exhibits and events in the 2017-2018 season.

SUGGESTED MOTION:

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



OFFICE OF THE PRESIDENT

Item 5.4.1

PRESENT TO BOARD: APRIL 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 March 2016 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	235	375,696.82	213	543,988.21	508	311,027.41	956	\$1,230,712.44
Feb	800	1,820,371.65	227	906,431.68	772	263,603.74	1799	\$2,990,407.07
March	342	307,991.71	213	989,008.49	521	305,278.01	1076	\$1,602,278.21
April							0	\$0.00
May							0	\$0.00
June							0	\$0.00
Totals	4346	\$6,246,083.77	1888	\$7,796,244.69	5529	\$2,962,343.12	11763	\$17,004,671.58
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	30	33,973.31	432	813,166.33			462	\$847,139.64
Feb	31	30,521.54	439	832,475.09			470	\$862,996.63
March	31	26,990.80	454	749,298.85			485	\$776,289.65
April							0	\$0.00
May							0	\$0.00
June							0	\$0.00
Totals	251	\$293,899.85	3920	\$7,553,993.75			4171	\$7,847,893.60

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	956	1,230,712.44	\$12,411,986.30
February	2,344	3,310,555.98	\$17,416,817.26	1,799	2,990,407.07	\$15,402,393.37
March	1,324	1,931,347.88	\$19,348,165.14	1,076	1,602,278.21	\$17,004,671.58
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		11,763	\$17,004,671.58	
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	462	847,139.64	\$6,208,607.32
February	474	877,390.77	\$7,167,291.38	470	862,996.63	\$7,071,603.95
March	484	884,891.29	\$8,052,182.67	485	776,289.65	\$7,847,893.60
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		4171	\$7,847,893.60	



OFFICE OF THE PRESIDENT

Item 5.4.2

PRESENT TO BOARD: APRIL 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: UNCOLLECTIBLE DEBT

Approval is requested to write off debt totaling \$ 28,019.52 as it appears to be uncollectible. The \$27,974.52 represent 0.59% of the associated \$4,687,764.85 of student revenue collected in 2013-2014. The non-student receivables represent debts owed related to the business operations of the College that are uncollectible. The debts consist of the following:

Debt Type	Total Amount
Title IV Pell - Returns	\$15,889.19
Title IV Pell - Returns - Bookstore Charges	\$7,672.65
Bright Futures - Returns	\$567.00
Scholarship Return	\$173.64
Library Fees	\$1,042.18
Unpaid VA Deferment	\$2,515.86
Miscellaneous	\$114.00
Total	\$27,974.52
Non-Student Receivables	\$45.00
	\$28,019.52

Uncollectible debt totals for student receivables for the past three years.

Year Written Off	Bad Debt Totals	Associated Student revenue	%
2014/2015	\$29,072.12	\$4,725,702.89	0.62%
2013/2014	\$46,525.84	\$4,674,442.25	0.99%
2012/2013	\$29,057.62	\$4,747,354.85	0.61%

SUGGESTED MOTION:

Move to approve the write off of uncollectible debt in the amount of \$28,019.52 as presented.



OFFICE OF THE PRESIDENT

Item 5.4.3

PRESENT TO BOARD: APRIL 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: DONATION OF COMPUTERS

Approval is request to donate 85 personal computers to the School Board of Highlands County effective April 27, 2016. The computers are older, slower, and would otherwise be recycled. The acquisition dates range from May 28, 2009 to June 9, 2010. The proposed property listing is attached.

SUGGESTED MOTION:

Move to approve the donation of 85 personal computers to the School Board of Highlands County as listed.



PROPERTY TRANSFER AND REMOVAL FORM

For Official College Use Only

Technician's Signature _____

Date Completed _____

☐ Grant Funded? _____

Account # _____

LOCATION AND CUSTOMER INFO:Campus Highlands Bld I Room 118 Custodian Laura Wolfe
(Print Name)Make & Model HP Compaq dc5850 and 6005 Microtowers

(Custodian Signature)

Hard Drive Size 80GB Memory Size 2GB ☐ CDRW ☐ DVD/CDRW ☐ DVD ☒ DVD/RWOS Version: ☐ 32 bit ☐ 64 bit**REPLACED PC — MOVED TO LOCATION INFO**New Location Highlands County SchoolboardNew Custodian Highlands County Schoolboard☐ 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 # SFCC15954 Serial # 2UA9200K13 Description HP Compaq dc5850 Microtower
2. SFCC-IT # SFCC15955 Serial # 2UA9200K2M Description HP Compaq dc5850 Microtower
3. SFCC-IT # SFCC15956 Serial # 2UA9200K1K Description HP Compaq dc5850 Microtower
4. SFCC-IT # SFCC15957 Serial # 2UA9200K20 Description HP Compaq dc5850 Microtower
5. SFCC-IT # SFCC15958 Serial # 2UA9200K2O Description HP Compaq dc5850 Microtower
6. SFCC-IT # SFCC15960 Serial # 2UA9200K25 Description HP Compaq dc5850 Microtower
7. SFCC-IT # SFCC15961 Serial # 2UA9200K16 Description HP Compaq dc5850 Microtower
8. SFCC-IT # SFCC15962 Serial # 2UA9200K0W Description HP Compaq dc5850 Microtower
9. SFCC-IT # SFCC16016 Serial # 2UA9241DOJ Description HP Compaq dc5850 Microtower
10. SFCC-IT # SFCC16017 Serial # 2UA9241DPJ Description HP Compaq dc5850 Microtower
11. SFCC-IT # SFCC16018 Serial # 2UA9241DQK Description HP Compaq dc5850 Microtower
12. SFCC-IT # SFCC16019 Serial # 2UA9241DPK Description HP Compaq dc5850 Microtower
13. SFCC-IT # SFCC16020 Serial # 2UA9241DOG Description HP Compaq dc5850 Microtower
14. SFCC-IT # SFCC16021 Serial # 2UA9241DOF Description HP Compaq dc5850 Microtower

15.	SFCC-IT #	<u>SFCC16026</u>	Serial #	<u>2UA9241DPG</u>	Description	<u>HP Compaq dc5850 Microtower</u>
16.	SFCC-IT #	<u>SFCC16027</u>	Serial #	<u>2UA9241DPB</u>	Description	<u>HP Compaq dc5850 Microtower</u>
17.	SFCC-IT #	<u>SFCC16069</u>	Serial #	<u>MXL9320T5V</u>	Description	<u>HP Compaq dc5850 Microtower</u>
18.	SFCC-IT #	<u>SFCC16070</u>	Serial #	<u>MXL9320T5X</u>	Description	<u>HP Compaq dc5850 Microtower</u>
19.	SFCC-IT #	<u>SFCC16071</u>	Serial #	<u>MXL9320T5T</u>	Description	<u>HP Compaq dc5850 Microtower</u>
20.	SFCC-IT #	<u>SFCC16072</u>	Serial #	<u>MXL9320T65</u>	Description	<u>HP Compaq dc5850 Microtower</u>
21.	SFCC-IT #	<u>SFCC16073</u>	Serial #	<u>MXL9320T60</u>	Description	<u>HP Compaq dc5850 Microtower</u>
22.	SFCC-IT #	<u>SFCC16074</u>	Serial #	<u>MXL9320T63</u>	Description	<u>HP Compaq dc5850 Microtower</u>
23.	SFCC-IT #	<u>SFCC16075</u>	Serial #	<u>MXL9320T5S</u>	Description	<u>HP Compaq dc5850 Microtower</u>
24.	SFCC-IT #	<u>SFCC16076</u>	Serial #	<u>MXL9320T66</u>	Description	<u>HP Compaq dc5850 Microtower</u>
25.	SFCC-IT #	<u>SFCC16077</u>	Serial #	<u>MXL9320T5W</u>	Description	<u>HP Compaq dc5850 Microtower</u>
26.	SFCC-IT #	<u>SFCC16078</u>	Serial #	<u>MXL9320T61</u>	Description	<u>HP Compaq dc5850 Microtower</u>
27.	SFCC-IT #	<u>SFCC16079</u>	Serial #	<u>MXL9320T5Y</u>	Description	<u>HP Compaq dc5850 Microtower</u>
28.	SFCC-IT #	<u>SFCC16081</u>	Serial #	<u>MXL9320T62</u>	Description	<u>HP Compaq dc5850 Microtower</u>
29.	SFCC-IT #	<u>SFCC16112</u>	Serial #	<u>MXL9320XSF</u>	Description	<u>HP Compaq dc5850 Microtower</u>
30.	SFCC-IT #	<u>SFCC16114</u>	Serial #	<u>MXL9320XRK</u>	Description	<u>HP Compaq dc5850 Microtower</u>
31.	SFCC-IT #	<u>SFCC16117</u>	Serial #	<u>MXL9320XRC</u>	Description	<u>HP Compaq dc5850 Microtower</u>
32.	SFCC-IT #	<u>SFCC16118</u>	Serial #	<u>MXL9320XSQ</u>	Description	<u>HP Compaq dc5850 Microtower</u>
33.	SFCC-IT #	<u>SFCC16119</u>	Serial #	<u>MXL9320XSH</u>	Description	<u>HP Compaq dc5850 Microtower</u>
34.	SFCC-IT #	<u>SFCC16120</u>	Serial #	<u>MXL9320XS4</u>	Description	<u>HP Compaq dc5850 Microtower</u>
35.	SFCC-IT #	<u>SFCC16121</u>	Serial #	<u>MXL9320XSZ</u>	Description	<u>HP Compaq dc5850 Microtower</u>
36.	SFCC-IT #	<u>SFCC16126</u>	Serial #	<u>MXL9320XSX</u>	Description	<u>HP Compaq dc5850 Microtower</u>
37.	SFCC-IT #	<u>SFCC16129</u>	Serial #	<u>MXL9320XRV</u>	Description	<u>HP Compaq dc5850 Microtower</u>
38.	SFCC-IT #	<u>SFCC16130</u>	Serial #	<u>MXL9320XSW</u>	Description	<u>HP Compaq dc5850 Microtower</u>
39.	SFCC-IT #	<u>SFCC16132</u>	Serial #	<u>MXL9320XST</u>	Description	<u>HP Compaq 6005 Pro MT PC</u>
40.	SFCC-IT #	<u>SFCC16133</u>	Serial #	<u>MXL9320XSD</u>	Description	<u>HP Compaq dc5850 Microtower</u>

41.	SFCC-IT #	<u>SFCC16135</u>	Serial #	<u>MXL9320XRZ</u>	Description	<u>HP Compaq 6005 Pro MT PC</u>
42.	SFCC-IT #	<u>SFCC16138</u>	Serial #	<u>2UA941069J</u>	Description	<u>HP Compaq dc5850 Microtower</u>
43.	SFCC-IT #	<u>SFCC16139</u>	Serial #	<u>2UA94106BH</u>	Description	<u>HP Compaq dc5850 Microtower</u>
44.	SFCC-IT #	<u>SFCC16140</u>	Serial #	<u>2UA94106BK</u>	Description	<u>HP Compaq dc5850 Microtower</u>
45.	SFCC-IT #	<u>SFCC16141</u>	Serial #	<u>2UA94106C5</u>	Description	<u>HP Compaq dc5850 Microtower</u>
46.	SFCC-IT #	<u>SFCC16142</u>	Serial #	<u>2UA94106B7</u>	Description	<u>HP Compaq dc5850 Microtower</u>
47.	SFCC-IT #	<u>SFCC16143</u>	Serial #	<u>2UA94106BS</u>	Description	<u>HP Compaq dc5850 Microtower</u>
48.	SFCC-IT #	<u>SFCC16144</u>	Serial #	<u>2UA94106BY</u>	Description	<u>HP Compaq dc5850 Microtower</u>
49.	SFCC-IT #	<u>SFCC16145</u>	Serial #	<u>2UA941069D</u>	Description	<u>HP Compaq dc5850 Microtower</u>
50.	SFCC-IT #	<u>SFCC16146</u>	Serial #	<u>2UA94106C4</u>	Description	<u>HP Compaq dc5850 Microtower</u>
51.	SFCC-IT #	<u>SFCC16147</u>	Serial #	<u>2UA94106CG</u>	Description	<u>HP Compaq dc5850 Microtower</u>
52.	SFCC-IT #	<u>SFCC16148</u>	Serial #	<u>2UA941069F</u>	Description	<u>HP Compaq dc5850 Microtower</u>
53.	SFCC-IT #	<u>SFCC16149</u>	Serial #	<u>2UA94106CK</u>	Description	<u>HP Compaq dc5850 Microtower</u>
54.	SFCC-IT #	<u>SFCC16150</u>	Serial #	<u>2UA94106CJ</u>	Description	<u>HP Compaq dc5850 Microtower</u>
55.	SFCC-IT #	<u>SFCC16151</u>	Serial #	<u>2UA94106CH</u>	Description	<u>HP Compaq dc5850 Microtower</u>
56.	SFCC-IT #	<u>SFCC16153</u>	Serial #	<u>2UA94106C6</u>	Description	<u>HP Compaq dc5850 Microtower</u>
57.	SFCC-IT #	<u>SFCC16154</u>	Serial #	<u>2UA94106BO</u>	Description	<u>HP Compaq dc5850 Microtower</u>
58.	SFCC-IT #	<u>SFCC16155</u>	Serial #	<u>2UA94106C0</u>	Description	<u>HP Compaq dc5850 Microtower</u>
59.	SFCC-IT #	<u>SFCC16156</u>	Serial #	<u>2UA94106C1</u>	Description	<u>HP Compaq dc5850 Microtower</u>
60.	SFCC-IT #	<u>SFCC16157</u>	Serial #	<u>2UA94106BT</u>	Description	<u>HP Compaq dc5850 Microtower</u>
61.	SFCC-IT #	<u>SFCC16158</u>	Serial #	<u>2UA94106B4</u>	Description	<u>HP Compaq dc5850 Microtower</u>
62.	SFCC-IT #	<u>SFCC16160</u>	Serial #	<u>2UA941069L</u>	Description	<u>HP Compaq dc5850 Microtower</u>
63.	SFCC-IT #	<u>SFCC16161</u>	Serial #	<u>2UA941069M</u>	Description	<u>HP Compaq dc5850 Microtower</u>
64.	SFCC-IT #	<u>SFCC16162</u>	Serial #	<u>2UA941069Z</u>	Description	<u>HP Compaq dc5850 Microtower</u>
65.	SFCC-IT #	<u>SFCC16163</u>	Serial #	<u>2UA941069V</u>	Description	<u>HP Compaq dc5850 Microtower</u>
66.	SFCC-IT #	<u>SFCC16164</u>	Serial #	<u>2UA941069G</u>	Description	<u>HP Compaq dc5850 Microtower</u>

67. SFCC-IT #	<u>SFCC16165</u>	Serial #	<u>2UA94106B0</u>	Description	<u>HP Compaq dc5850 Microtower</u>
68. SFCC-IT #	<u>SFCC16174</u>	Serial #	<u>2UA94106B9</u>	Description	<u>HP Compaq dc5850 Microtower</u>
69. SFCC-IT #	<u>SFCC16177</u>	Serial #	<u>2UA941069H</u>	Description	<u>HP Compaq dc5850 Microtower</u>
70. SFCC-IT #	<u>SFCC16181</u>	Serial #	<u>2UA94106BF</u>	Description	<u>HP Compaq dc5850 Microtower</u>
71. SFCC-IT #	<u>SFCC16186</u>	Serial #	<u>2UA94106CC</u>	Description	<u>HP Compaq dc5850 Microtower</u>
72. SFCC-IT #	<u>SFCC16187</u>	Serial #	<u>2UA94106BP</u>	Description	<u>HP Compaq dc5850 Microtower</u>
73. SFCC-IT #	<u>SFCC16191</u>	Serial #	<u>2UA94106BR</u>	Description	<u>HP Compaq dc5850 Microtower</u>
74. SFCC-IT #	<u>SFCC16193</u>	Serial #	<u>2UA94106CF</u>	Description	<u>HP Compaq dc5850 Microtower</u>
75. SFCC-IT #	<u>SFCC16196</u>	Serial #	<u>2UA94106C3</u>	Description	<u>HP Compaq dc5850 Microtower</u>
76. SFCC-IT #	<u>SFCC16197</u>	Serial #	<u>2UA94106BG</u>	Description	<u>HP Compaq dc5850 Microtower</u>
77. SFCC-IT #	<u>SFCC16201</u>	Serial #	<u>2UA94106BX</u>	Description	<u>HP Compaq 6005 Pro MT PC</u>
78. SFCC-IT #	<u>SFCC16204</u>	Serial #	<u>2UA94106CD</u>	Description	<u>HP Compaq dc5850 Microtower</u>
79. SFCC-IT #	<u>SFCC16205</u>	Serial #	<u>2UA94106BN</u>	Description	<u>HP Compaq 6005 Pro MT PC</u>
80. SFCC-IT #	<u>SFCC16290</u>	Serial #	<u>MXL0200SPV</u>	Description	<u>HP Compaq 6005 Pro MT PC</u>
81. SFCC-IT #	<u>SFCC16299</u>	Serial #	<u>MXL0200SQ0</u>	Description	<u>HP Compaq 6005 Pro MT PC</u>
82. SFCC-IT #	<u>SFCC16303</u>	Serial #	<u>MXL0211SD5</u>	Description	<u>HP Compaq 6005 Pro MT PC</u>
83. SFCC-IT #	<u>SFCC16331</u>	Serial #	<u>MXL0211SCR</u>	Description	<u>HP Compaq 6005 Pro MT PC</u>
84. SFCC-IT #	<u>SFCC16342</u>	Serial #	<u>MXL0211SCO</u>	Description	<u>HP Compaq 6005 Pro MT PC</u>
85. SFCC-IT #	<u>SFCC16348</u>	Serial #	<u>MXL0211SC5</u>	Description	<u>HP Compaq 6005 Pro MT PC</u>



OFFICE OF THE PRESIDENT

Item 5.4.4

PRESENT TO BOARD: APRIL 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: DONATION OF PAINTINGS

Approval is requested to accept the donation of the following paintings to the SFSC Museum of Florida Art and Culture (MOFAC):

- 1) American White Egret, by Cathy Futral valued at \$300
- 2) Dicerandra and Bee Flies, by Allen McPherson valued at \$400

SUGGESTED MOTION:

Move to accept the donation of two paintings as presented.

6.0 Planning and Policy Issues

7.0 Academic and Student Matters



OFFICE OF THE PRESIDENT

Item 7.1

PRESENT TO BOARD: APRIL 27, 2016

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. COURSE ADDITION

Addition of the following course will provide a framework for mentoring First Time in College (FTIC) Honors students, effective Fall 2016 (201710).

- **SLS 1106 First-Year Experience Seminar – Honors (1 credit)**

II. COURSE REVISIONS

Modify the following course labs' contact hours from 30-480 to 48-180. Hour adjustments are to satisfy FLDOE mandate, effective Fall 2016 (201710). Variable lab hour changes will not effect Network Support Services OC program length.

- **EEV 0546L MS Windows Operating System (Server) Lab**
- **EEV 0547L MS Windows Operating System (Workstation) Lab**
- **EEV 0548L MS Windows - Directory Services Lab**
- **EEV 0568L PC Service - A+ Core Hardware Lab**
- **EEV 0569L PC Service - A+ OS Technologies Lab**
- **EEV 0570L Network Support Services I Lab**
- **EEV 0571L Network Support Services II Lab**
- **EEV 0572L Network Support Services III Lab**
- **EEV 0573L Network Support Services IV Lab**

- **EEV 0596L Network Security Services I Lab**
- **EEV 0597L Network Security Services II Lab**
- **EEV 0684L Wireless Network Services I Lab**

SUGGESTED MOTION:

Move to approve the curriculum proposals as presented.

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OFFICE OF THE PRESIDENT

Item 7.2

PRESENT TO BOARD: APRIL 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: FEE PROPOSAL

Consideration of the following fee proposal is requested:

Revise Fee – increase in testing fee charged due to increase by vendor.

Course Prefix#	Course Title	Current Fee	Proposed Fee	Effective Term
CET 1660C	Computer Network Security	\$302.00	\$386.00	Fall 2016

SUGGESTED MOTION:

Move to approve the fee proposal as presented.

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8.0 Purchasing and Other Action Items



OFFICE OF THE PRESIDENT

Item 8.1

PRESENT TO BOARD: APRIL 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: ACCEPTANCE OF THE 2015-2016 ANNUAL EQUITY UPDATE REPORT

The presentation of the Annual Equity Update Report given at today's meeting included the college's responses to recommendations from 2015 and seeks the acceptance of the 2015-2016 report from the District Board of Trustees.

SUGGESTED MOTION:

Move to accept SFSC's 2016 Annual Equity Update Report and to authorize its submission to the Florida Department of Education.



OFFICE OF THE PRESIDENT

Item 8.2

PRESENT TO BOARD: APRIL 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANT APPLICATION – PRO BONO DENTAL SERVICES

Title: **Pro-Bono Dental Services**

Source: Highlands County Hospital District

Amount: \$17,000.00

Description: SFSC is requesting funding from the Highlands County Hospital District to provide the Dental Education program with consumable materials and supplies for the pediatric and indigent adult pro bono dental program. If this project is funded, SFSC will have the necessary items to continue providing area children and indigent adults with free, preventive dental screenings, oral health information programs, sealants, fluoride varnish program, and radiographic care.

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 8.3

PRESENT TO BOARD: APRIL 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANT APPLICATION – PANTHER YOUTH PROGRAM

Title: **Panther Youth Program**

Source: Career Source Heartland

Amount: \$400,000.00

Description: SFSC is requesting funding from Career Source Heartland to continue the Panther Youth Partners In-School and Out-of-School youth programs. These programs provide valuable education and training support for at-risk youth throughout the Career Source Heartland Region 19 Service District.

SUGGESTED MOTION:

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

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9.0 Reports



OFFICE OF THE PRESIDENT

Item 9.1

PRESENT TO BOARD: APRIL 27, 2016

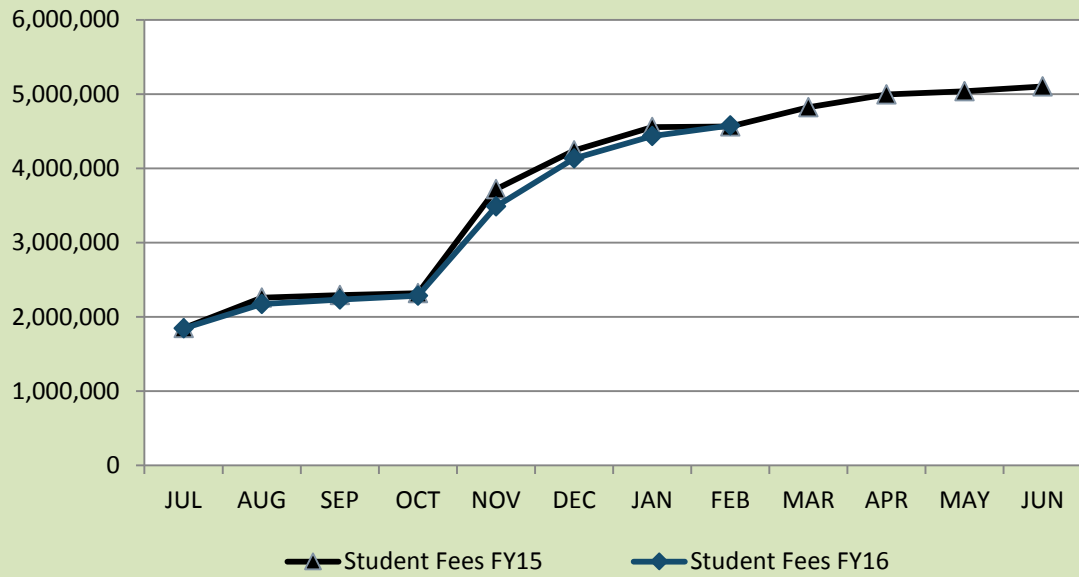
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

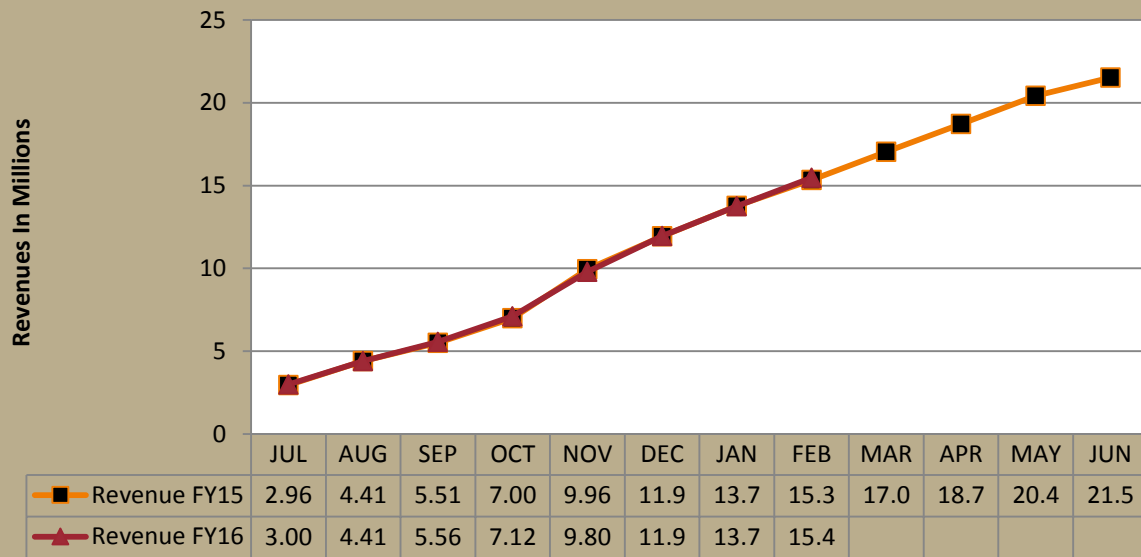
SUBJECT: FINANCIAL REPORT SUMMARY & GRAPHS – **INFORMATION ITEM**

Attached for your review are the graphs and a summary of revenues and expenditures of the College through February, 2016.

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

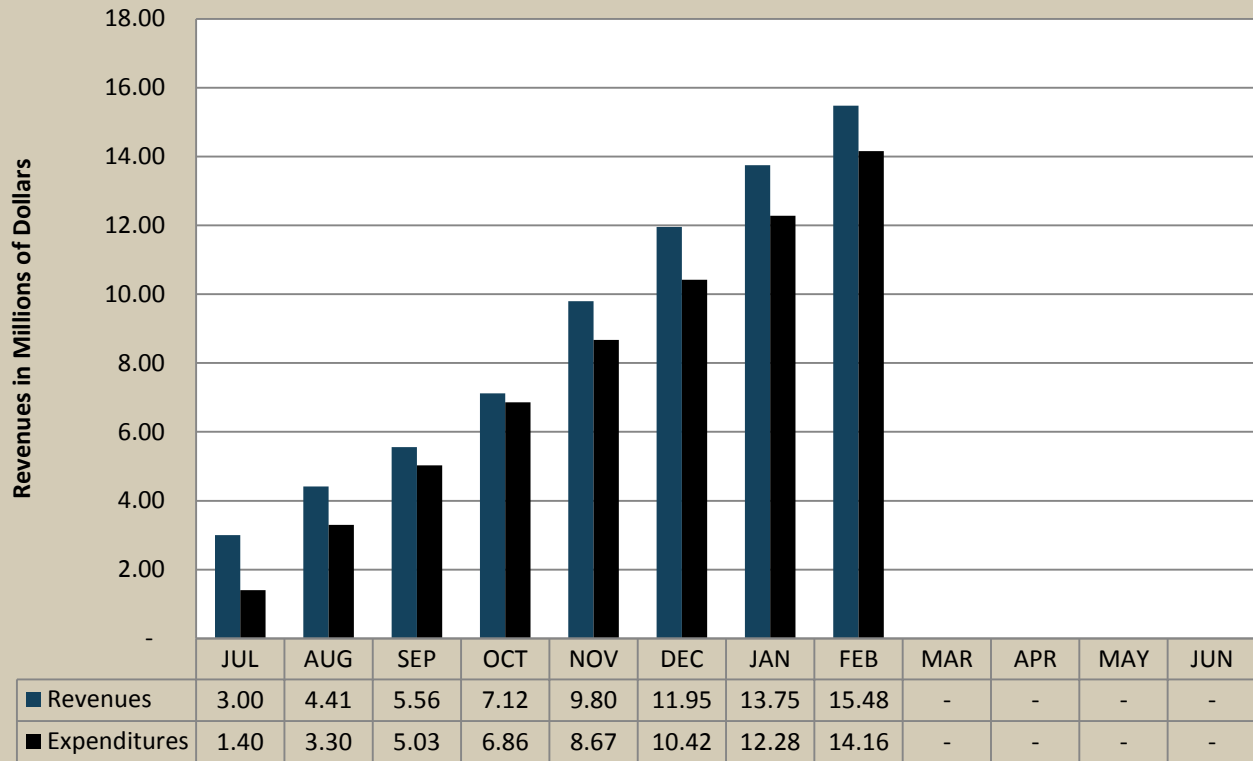


South Florida State College Fund 1 Total Revenue, FY 15 vs FY 16



■ Revenue FY15 ▲ Revenue FY16

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



South Florida State College					
Revenues and Expenditures					
For the Month Ended February 29, 2016					
Acct Code	Account Title	Budget Amount	Amount	Difference	Percentage Collected/Spent to Date
401XX	Tuition and Out of State Fees	4,242,918.00	3,983,304.26	259,613.74	93.88%
404XX	Lab Fees	392,625.00	339,829.05	52,795.95	86.55%
408XX	Technology Fees	189,000.00	165,330.98	23,669.02	87.48%
409XX	Other Student Fees	116,985.00	89,365.83	27,619.17	76.39%
41600	Grants and Contracts from Counties	104,500.00	54,500.00	50,000.00	52.15%
42110	FCSPF-General Revenue	12,132,516.00	8,146,735.00	3,985,781.00	67.15%
4215X	Performance Based Incentive Fund	603,508.00	316,973.00	286,535.00	52.52%
42210	CO&DS Entitlement	1,100.00	-	1,100.00	0.00%
42610	FCSPF-Lottery	3,433,156.00	1,907,310.00	1,525,846.00	55.56%
439XX	Indirect Costs Recovered	175,750.00	90,889.12	84,860.88	51.72%
44XXX	Cash Contributions	15,127.00	15,017.00	110.00	99.27%
46400	Use of College Facilities	71,500.00	50,137.07	21,362.93	70.12%
466XX	Other Sales and Services	256,275.00	198,861.74	57,413.26	77.60%
48100	Interest and Dividends	3,000.00	3,121.30	(121.30)	104.04%
487XX	Fines and Penalties	2,775.00	1,085.13	1,689.87	39.10%
49XXX	Transfers and Other Revenues	292,760.00	115,366.03	177,393.97	39.41%
	Total Revenue	\$ 22,033,495.00	\$ 15,477,825.51	\$ 6,555,669.49	70.25%
51XXX	Management	1,816,000.00	1,243,846.53	572,153.47	68.49%
52XXX	Instructional	4,455,445.00	2,664,828.90	1,790,616.10	59.81%
53XXX	Other Professional	2,834,599.25	1,872,670.54	961,928.71	66.06%
54XXX	Career Staff	2,595,883.93	1,652,230.92	943,653.01	63.65%
56XXX	Other Professional-Instructional	1,114,812.00	620,983.02	493,828.98	55.70%
57XXX	Other Professional-Tech/Clerical/Trade	114,990.00	58,688.32	56,301.68	51.04%
58XXX	Student Employment	25,000.00	16,778.27	8,221.73	67.11%
58500	Employees Awards	11,500.00	8,900.00	2,600.00	77.39%
58501	Non-Recurring	118,067.00	120,887.66	(2,820.66)	102.39%
59XXX	Benefits	4,113,703.00	2,418,542.90	1,695,160.10	58.79%
	Total Personnel	\$ 17,200,000.18	\$ 10,678,357.06	\$ 6,521,643.12	62.08%
605XX	Travel	319,106.00	157,236.84	161,869.16	49.27%
61000	Freight and Postage	32,495.00	14,478.40	18,016.60	44.56%
615XX	Telecommunications	86,000.00	42,048.29	43,951.71	48.89%
62000	Printing	76,025.00	27,857.96	48,167.04	36.64%
625XX	Repairs and Maintenance	1,035,839.02	649,693.31	386,145.71	62.72%
63000	Rentals	163,110.00	107,525.10	55,584.90	65.92%
635XX	Insurance	418,750.00	334,943.60	83,806.40	79.99%
64XXX	Utilities	1,260,600.00	830,876.96	429,723.04	65.91%
645XX	Other Services	626,369.00	501,695.94	124,673.06	80.10%
64700	Grant Aid	4,280.00	2,600.50	1,679.50	60.76%
65XXX	Professional Fees	226,240.00	138,443.30	87,796.70	61.19%
655XX	Education Office/Dept Material Supp	506,827.00	288,203.84	218,623.16	56.86%
657XX	Data Software	32,570.00	28,795.18	3,774.82	88.41%
66000	Maint/Construction Material/Supp	267,250.00	163,934.38	103,315.62	61.34%
665XX	Other Materials and Supplies	124,300.00	63,232.72	61,067.28	50.87%
67XXX	Subscriptions/Library Books	49,500.00	47,126.82	2,373.18	95.21%
675XX	Purchases for Resale	54,005.00	24,222.82	29,782.18	44.85%
680XX	Scholarships and Waivers	45,000.00	40,845.07	4,154.93	90.77%
69XXX	Transfers and Other Expenses	90,000.00	8,682.70	81,317.30	9.65%
	Total Current Expenses	\$ 5,418,266.02	\$ 3,472,443.73	\$ 1,945,822.29	64.09%
706XX	Minor Equipment >1000<5000	42,997.00	5,643.23	37,353.77	13.12%
71000	Furniture and Equipment	22,003.00	8,493.06	13,509.94	38.60%
	Total Capital Outlay	\$ 65,000.00	\$ 14,136.29	\$ 50,863.71	21.75%



OFFICE OF THE PRESIDENT

Item 9.2

PRESENT TO BOARD: APRIL 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 first chart presents a summary listing of all donations and pledges made to the SFSC Foundation since the March 2016 meeting of the College District Board of Trustees. The included dates are March 9, 2016 through April 12, 2016. The total amount being reported is **\$16,527.91**.

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

The second chart shares the active donors over a two year rolling time period from 2014-2016 with a comparison from our last quarter dates of 2013-2015. The number of gifts for our current report is down from our previous period, however the average gift amount is higher, as well as 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, 2016 to March 31, 2016 is \$286.86 with 201 number of gifts reported. The number of constituents is down from this first quarter when compared to the first quarter in 2015.

IV. **Number of New Constituents YTD**

The number of new constituents and average donation for the last quarter of 2015 remains higher than our first quarter of 2016 total. Total number of New Constituents in 2016 is 10 with an average donation of \$270.00.

V. **Foundation Update**

- A. Alumni group met, plans for future event to kick off awareness campaign
- B. FCRD Conference
- C. Woman's Club of Sebring donated \$2,000 toward scholarship
- D. Highlands Soil & Water Conservation District \$2,000 gift toward scholarship

VI. **Take Stock in Children**

- A. Contract Signing dates for incoming students
 - i. DeSoto County – Tuesday, April 19th, 8:00 a.m.
 - ii. Highlands County- Tuesday, April 26th, 6:30 p.m.
 - iii. Hardee County – Thursday, April 28, 4:30 p.m.

South Florida State College Foundation, Inc.
Gift Summary Report 3/9/16 - 4/12/16

Fund ID	Fund Description	Gift Count	Cash	Pledges	Other	Total
1000	Unrestricted	35	\$2,718.00	\$5,000.00	\$0.00	\$7,718.00
2000	Jacaranda Restoration Fund	1	\$6.00	\$0.00	\$0.00	\$6.00
5011	SFSC General Scholarship	6	\$2,076.00	\$0.00	\$0.00	\$2,076.00
5014	Joe Johnston/Bette McDearman Memorial	1	\$20.00	\$0.00	\$0.00	\$20.00
5025	General Nursing Scholarship	1	\$0.50	\$0.00	\$0.00	\$0.50
5031	SFSC Community Fund	6	\$41.00	\$0.00	\$0.00	\$41.00
5032	SFSC Library Donations	3	\$35.00	\$0.00	\$0.00	\$35.00
5045	Athletic Booster Club	2	\$15.00	\$0.00	\$0.00	\$15.00
5057	Phi Theta Kappa	1	\$10.00	\$0.00	\$0.00	\$10.00
5095	Dental Programs	2	\$45.00	\$0.00	\$0.00	\$45.00
5108	MOFAC	9	\$1,252.50	\$0.00	\$0.00	\$1,252.50
5158	TSIC Scholarships	7	\$52.00	\$0.00	\$0.00	\$52.00
6005	Partnership Project	21	\$1,660.00	\$3,300.00	\$119.98	\$5,079.98
6006	Alumni Association Fund	2	\$176.93	\$0.00	\$0.00	\$176.93
Grand Totals:		97	\$8,107.93	\$8,300.00	\$119.98	\$16,527.91
97 Gift(s) listed						
83 Donor(s) listed						

Chart 2

South Florida State College Foundation, Inc.

Number of Active Donors two year RTP

2014-2016

Total Amount	No. of Gifts	Avg Gift	Constituents	Avg Donation/donor
\$1,745,520.43	3024	\$577.22	547	\$3,191.08

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

Total Amount	No. of Gifts	Avg Gift	Constituents	Avg Donation/donor
\$1,796,794.43	3116	\$519.97	544	\$2,938.19

Chart 3

South Florida State College Foundation, Inc.

Average donation YTD

1/1/2016 TO 3/31/2016

Total Amount	No. of Gifts	Avg Gift	Constituents	Avg Donation/donor
\$57,658.24	201	286.86	110	\$524.17

1/1/2015 TO 3/31/2015

Total Amount	No. of Gifts	Avg Gift	Constituents	Avg Donation/donor
\$138,606.56	235	\$589.82	133	\$1,042.15

Chart 4

South Florida State College Foundation, Inc.

Number of New Constituents YTD

1/1/2016 TO 3/31/2016

Total Amount	No. of Gifts	Avg Gift	Constituents	Avg Donation/donor
\$2,700.00	10	270.00	10	\$270.00

10/1/2015 TO 12/31/2015

Total Amount	No. of Gifts	Avg Gift	Constituents	Avg Donation/donor
\$23,322.00	24	\$971.75	24	\$971.75

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OFFICE OF THE PRESIDENT

Item 9.3

PRESENT TO BOARD: APRIL 27, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL

A blue ink signature of Thomas C. Leitzel.

SUBJECT: GRANTS DEVELOPMENT AND FEDERAL RELATIONS REPORT

I. Funded Grant Proposals

Title: **A Sense of Home: From Cultural Conflict to Coexistence in Florida's Heartland**
Source: National Endowment for the Humanities
Amount: \$99,619.00
Description: SFSC is partnering with faculty at UF, UCF, Rollins College, Florida Southern, and Flagler College to host a three-year Humanities scholarship initiative. Visiting university faculty will host a series of seminars, workshops, and guided lectures for SFSC faculty and school district teachers to investigate the people and cultures of central Florida via the stories they have told through their literature, art, artifacts, social patterns, and collective experiences. The overall goal of *A Sense of Home* is to encourage investigation, discussion, and collaboration that will develop a deeper local scholarly foundation for these stories to become part of both the local K-12 and postsecondary curricula. The project will include faculty development and research support, as well as development of transdisciplinary curricula, vertical collaboration, and a public symposium.

Title: **Great Performances in Florida's Heartland**
Source: Florida Division of Cultural Affairs
Amount: \$25,000.00
Description: Funding has been awarded to support the 2016-2017 Cultural Programs series, including the Matinee Series, Cultural Series, and Trending Now. The project budget will specifically provide financial support for artist booking fees, allowing SFSC to continue bringing new cultural performances to the Alan Jay Wildstein Center for the Performing Arts.

II. Declined Grant Proposals

None to Report

III. Federal Legislative Report

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

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