



**SFSC  
District Board of Trustees  
Regular Meeting  
October 26, 2016**

**Highlands Campus  
1:00 p.m.**

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


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



OFFICE OF THE PRESIDENT

Item 1.1

PRESENT TO BOARD: OCTOBER 26, 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 October 26, 2016 be adopted.

**SUGGESTED MOTION:**

**Move to adopt the agenda of the regular meeting of October 26, 2016 as presented.**


**REGULAR MEETING AGENDA  
SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES  
HIGHLANDS CAMPUS  
OCTOBER 26, 2016  
1:00 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 – September 28, 2016
  - 1.3 Review of Agenda Master Calendar
- 2.0 Communications, Introductions, and Recognition
- 3.0 Public Comment
- 4.0 Presentation
- 5.0 Consent Agenda Action Items
  - 5.1 Personnel Actions
  - 5.2 Agreements and Contracts
    - 5.2.1 Affiliation Agreement – Dr. Gayle Obermayr
    - 5.2.2 Affiliation Agreement – Dr. Stefani J. Allison
    - 5.2.3 Contract Agreement – Sunshine Staffing of Highlands County, Inc.
    - 5.2.4 Dual Enrollment Agreement - Addendum
  - 5.3 Operating Actions
    - 5.3.1 Monthly Accounts Payable & Payroll Check Register
    - 5.3.2 Vehicle Disposal
- 6.0 Planning and Policy Issues
- 7.0 Academic and Student Matters
  - 7.1 Curriculum Proposals
- 8.0 Other Action Items
  - 8.1 SFSC 2016-17 Revised Salary Schedule Proposal
  - 8.2 Policy 5.16 Revision
- 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: OCTOBER 26, 2016  
TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES  
FROM: THOMAS C. LEITZEL   
SUBJECT: MINUTES – REGULAR MEETING – SEPTEMBER 28, 2016

It is recommended that the minutes of the regular meeting held September 28, 2016 as presented and recorded in the Supplemental Minute Book, be approved.

**SUGGESTED MOTION:**  
**Move to approve the minutes of the September 28, 2016 regular meeting as presented.**

**MEETING MINUTES  
SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES  
SEPTEMBER 28, 2016**

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

**Excused:** Mrs. Jamie Bateman and Ms. Cindy Garren

<b>Staff Present:</b>	Mrs. Ashley Bennett	Mr. Erik Christensen	Mrs. Susie Hale
	Mr. Glenn Little	Ms. Melissa Lee	Dr. Lindsay Lynch
	Dr. Sidney Valentine	Dr. Chris van der Kaay	Mrs. June Weyrauch
	Dr. Tim Wise	Dr. Deborah Fuschetti	Mr. Keith Loweke
	Dr. Michele Heston	Mrs. Deborah Latter	Mr. Lynn MacNeill
	Mrs. Emily Bellamy	Mrs. Kathleen MacNeill	

**Others Present:** Mrs. Barbara Kirschner

**CALL TO ORDER**

At 1:03 p.m., the regular meeting of the District Board of Trustees was called to order at the Highlands Campus by Board Chair, Mr. Derren Bryan.

**1.0 PRELIMINARY MATTERS**

**1.1 Adoption of Agenda**

**Dr. Kirschner made a motion, seconded by Mrs. Cullens, to adopt the agenda of the regular meeting held September 28, 2016 with moving Item 5.3.1 to 8.2 and the addition of Item 8.3.** Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

**1.2 Approval of Minutes**

**1.2.1 Regular Meeting Minutes**

**Mrs. Puckorius made a motion, seconded by Mrs. Rider, to approve the minutes of the regular meeting held August 24, 2016 with the amendment to add Mr. Lynn MacNeill to staff present.**

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 with no changes.

**2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITIONS**

**2.1 New Employee Introductions**

The following new employees were introduced:

Employee	Position	Supervisor	Hired
Emily Bellamy	Administrative Assistant II, Controller	Melissa Lee	08/01/16
Kathleen MacNeill	Instructor, Nursing	Michele Heston	09/06/16

**2.2 Employee Acknowledgment**

Dr. Leitzel requested employee acknowledgment of emerita status recognition to Rebecca A. Sroda.

**Mr. Wright made a motion, seconded by Mr. Lambert, to acknowledge Rebecca A. Sroda for her many years of service to the college by granting emerita status.** 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.**

**3.0 PUBLIC COMMENT**

None

**4.0 PRESENTATION**

None

**5.0 CONSENT AGENDA ACTION ITEMS**

**5.1 Personnel Actions**

Approved a list of appointments, full-time professional; resignations; and adjunct faculty 2016-17, academic year as needed. **(EXHIBIT "A")**

**5.2 Agreements and Contracts**

**5.2.1** Approved the new facilities rental, materials and services agreement with Ave Maria University Preparatory School as presented. **(EXHIBIT "B")**

**5.2.2** Approved the renewal of a training provider agreement with the University of South Florida as presented. **(EXHIBIT "C")**

**5.3 Grant Applications**

**5.3.1 Cultural Programs Advertising – Beauty and the Beast Ballet**

Highlands County Tourists Development Council                      \$997.00

**5.3.2 Health Sciences Educational Technology Enhancement**

Highlands County Health Services \$27,156.00

**5.4 Operational Actions**

**5.4.1 Monthly Accounts Payable/Payroll Check Register**

Approved the monthly accounts payable/monthly payroll check register and summary through July and August 2016. *(EXHIBIT "D")*

**5.4.2 Donation to SFSC Criminal Justice Academy**

Accepted the donation of a 2008 and 2009 Ford Crown Victoria vehicles from the Highlands County Sheriff's Office to the SFSC Criminal Justice Academy as presented. *(EXHIBIT "E")*

**Mr. Backer made a motion, seconded by Mrs. Cullens, to approve the Consent Agenda, Items 5.1 through 5.4.2 with moving Item 5.3.1 to Item 8.2.** 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 "F")*

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

**7.2 Fee Proposals**

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

**Mrs. Puckorius made a motion, seconded by Mrs. Cullens, 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 Textbook Affordability**

Mr. Little presented the Textbook Affordability report to the Board. He went over the requirements and what the college is doing to adhere to the new bill passed by the Florida Legislature. Ms. Lee announced that she is still working with Follett Bookstore on how to save SFSC students money. Mr. Christensen announced that going to Open Educational Resources would save the students one-third of the cost of textbooks. He also shared that he has submitted the Open Educational Resource concept for the Chancellor's Best Practice Award.



Dr. Kirschner asked if all the textbooks that students are required to use are available online or in the library. Mr. Little stated no, publishers would not allow them to be available in the library. Mr. Little informed the board that the college library does have reference books, materials and electronic resources available. Mrs. Rider suggested having an app for coupons for students to go along with the new semesters for books. Mrs. Karlson stated that the statute needed to be changed from 1004.85 to 1004.085. **(EXHIBIT "H")**

**Mrs. Cullens made a motion, seconded by Mrs. Puckorius, to approve the report of Textbook and Instructional Materials Affordability as required by 1004.085, F.S. 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.**

### **8.2 e-Defense Project**

Dr. Lynch announced that Georgia Tech Research Institute will not be able to participate as a partner with e-Defense Project. University of South Carolina and 2 Circle, Inc. are still partnering with SFSC on the grant. Dr. Lynch requested Board approval to continue with the submission of the e-Defense Project. Mr. Bryan stated that an item will always be pulled out of the Consent Agenda if there are any changes that have been made that the Board has not reviewed prior to the Board meeting. **(EXHIBIT "I")**

**Mr. Wright made a motion, seconded by Mr. Lambert, to approve the submission and acceptance, if funded, of the e-Defense Project 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.**

### **8.3 Property Removal**

Dr. Leitzel asked for the approval of the requested property removal of equipment totaling \$60,738 from SFSC property records. This was an additional agenda item.

**Mr. Backer made a motion, seconded by Mrs. Puckorius, to approve the removal of property 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**

Ms. Lee reported on the financial graphs and a summary of revenue and expenditures through the month of August 2016 as information items. **(EXHIBIT "J")**

### **9.2 Foundation Report**

Dr. Leitzel gave the Foundation report on behalf of Mrs. Bateman as she was away at a conference. Dr. Leitzel reported that the South Florida State College Foundation, Inc. had received donations and pledges in the amount of **\$31,829.73** from August 11 through September 14, 2016. Mrs. Puckorius announced the agreement with JD Alexander was unanimous among the Foundation Board.

Dr. Leitzel shared with the Board that the Foundation was receiving great feedback from the thank you call-a-thon. The community and donors enjoyed and appreciated the calls from the Foundation Executive Board. He also shared the Foundation will be doing Cookie Calls to new friends in the community October 3-7, 2016.

**9.3 Resource Development**

**I. Grants Development Report**

Dr. Lynch distributed and reported on the Grants Development Report dated 9/28/16.

**II. Funded Grant Proposals**

**A. Retired and Senior Volunteer Program**

Corporation for National and Community Service \$3,500.00

**B. 2016-2017 Perkins Postsecondary Career and Technical Education**

Florida Department of Education \$159,987.00

**III. Declined Grant Proposals**

**A. Developing an Agricultural Systems Career Pathway: A Tool For Improving Agriculture Student Enrollment and Completion**

USDA NIFA \$47,733.00

**IV. Federal Legislative Report**

Dr. Lynch reported the House voted on the Perkins Reauthorization. She shared with the Board that legislation is looking at how endowment funds are being spent. Dr. Lynch also shared that she received a Dear Colleague letter about colleges looking into having a resource officer on campuses. She announced to the board that South Florida State College was ahead of the curve with our agreements with local law enforcement for resource officers on our campuses.

**9.4 President's Report**

Dr. Leitzel reported on the following college activities:

1. Thanked Dr. Lynch for her work with grants.
2. Announced SFSC fall credit enrollment was up approximately 1.5 percent.
3. Thanked Dr. Valentine and his team for their work on student enrollment and retention.
4. Shared recent graduation and pinning ceremonies. Shared that all 12 Criminal Justice students passed the state exam.
5. Highlighted club rush activities from September 1, 2016.
6. Shared that SFSC cross country team pre-season ranking was 22<sup>nd</sup> in the nation.
7. Gave updates on the Safety/Law Enforcement agreements with Hardee County. Hardee County Sheriff department has agreed to sign the agreement that was presented to them.
8. Announced that SFSC has been approved as a Military Friendly School for 2017.
9. Congratulated Broward and Indian River State College for being 2017 Aspen Top 10 finalists.
10. Shared Leroy Collins Institute study on FCS observations.

11. Handed out a quick fact booklet to the Trustees. Thanked Mrs. Latter and Dr. van der Kaay for their work on the quick fact booklet.
12. Called on Dr. Wise, who reported on the FCS/SFSC need for mental health counseling to be offered. He shared that the universities have requested \$14.5 million additional funding for mental health counseling. Dr. Wise stated that he has experienced many state and community college students who are suffering from mental health issues. He has worked with BayCare as a 24/7 call-in counseling for students. Dr. Wise recommended that FCS needs to ask for \$30 million in mental health counseling funding. Dr. Leitzel stated that this issue is on the COP agenda.

**9.5 Board Attorney's Report**

Mrs. Karlson stated no report. Mrs. Karlson did share that former District Board of Trustee Anne Reynolds was in the hospital.

**9.6 Board Members' Reports**

Mrs. Puckorius wished Mr. Lambert a happy birthday.

Mr. Backer wished Mrs. Puckorius a happy birthday.

Mr. Lambert thanked Dr. Leitzel and Mrs. Latter for the quick fact booklet.

Mr. Wright stated no report.

Dr. Kirschner stated no report.

Mrs. Rider nominated Tami Cullens for the AFC Trustee of the Year Award, Mrs. Puckorius second the nomination. Those voting in favor of the nomination were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

Mrs. Cullens stated no report.

**9.7 Board Chair Report**

Mr. Bryan announced he will not be able to attend the ACCT Leadership Congress in New Orleans. Mr. Bryan designated Mr. Backer as the voting delegate at the ACCT Leadership Congress in his absence.

**10.0 ADJOURNMENT**

There being no further business to come before the Board, the meeting adjourned at 2:37 p.m.



OFFICE OF THE PRESIDENT

**Item 1.3**

PRESENT TO BOARD: SEPTEMBER 28, 2016

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: MEETING SCHEDULE AND 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 calendar on page 13 and identify any additional items that should be listed, or any changes that might be necessary.

## District Board of Trustees Agenda Master Calendar

OCTOBER 2016	NOVEMBER 2016	DECEMBER 2016
<p>5-8 ACCT Leadership Conference, New Orleans</p> <p>26 Board Meeting, 1 PM Highlands Campus</p>	<p>2-4 AFC Trustees Commission Meeting and Conference, Lake Buena Vista, FL</p> <p>12 Florida Hospital Gala</p> <p>28 Jacaranda Jubilee</p>	<p>6 FCS Trustee Webinar - System-level View of Funding</p> <p>7 Planning Workshop 10 AM, followed by Board Meeting, 1 PM, Highlands Campus</p> <p>8 Foundation Holiday Luncheon</p> <p>14 College Holiday Luncheon</p> <p>15 Fall Commencement</p> <p>17-1/1 Winter Break</p>
JANUARY 2017	FEBRUARY 2017	MARCH 2017
<p>25 Board Meeting, 1 PM Highlands Campus</p>	<p>8 AFC Trustees Legislative Conference, Tallahassee</p> <p>13-17 ACCT National Legislative Summit, Washington, D.C.</p> <p>22 Board Meeting, 1 PM Highlands Campus</p> <p>24 Professional Development Day</p>	<p>13-19 Spring Break</p> <p>22 Board Meeting, 1 PM Highlands Campus</p>
APRIL 2017	MAY 2017	JUNE 2017
<p>26 Board Meeting, 1 PM Highlands Campus</p>	<p>4 Spring Commencement</p> <p>24 Budget Workshop, 10 AM, followed by Board Meeting, 1 PM, Highlands Campus</p>	<p>21 Board Meeting, 1 PM Highlands Campus</p>
JULY 2017	AUGUST 2017	SEPTEMBER 2017
<p>26 Board Meeting, 1 PM Highlands Campus</p>	<p>23 Board Meeting, 1 PM Highlands Campus</p>	<p>27 Board Meeting, 1 PM Highlands Campus</p>

**New Addition**

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

**3.0 *Public Comment***

## **4.0 Presentations**




***5.0 Consent Agenda Action Items***



OFFICE OF THE PRESIDENT

**Item 5.0**

PRESENT TO BOARD: OCTOBER 26, 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.**

	<b>CONSENT AGENDA ACTION ITEMS</b>	<b>Page</b>
<b>5.1</b>	<b>Personnel Actions</b>	<b>20</b>
<b>5.2</b>	<b>Agreement and Contracts</b>	
	<b>5.2.1 Affiliation Agreement – Dr. Gayle Obermayr</b>	<b>21</b>
	<b>5.2.2 Affiliation Agreement – Dr. Stefani J. Allison</b>	<b>22</b>
	<b>5.2.3 Contract Agreement – Sunshine Staffing of Highlands County, Inc.</b>	<b>23</b>
	<b>5.2.4 Dual Enrollment Agreement – Addendum</b>	<b>24</b>
<b>5.3</b>	<b>Operating Actions</b>	
	<b>5.3.1 Monthly Accounts Payable &amp; Payroll Check Register</b>	<b>25</b>
	<b>5.3.2 Vehicle Disposal</b>	<b>27</b>



OFFICE OF THE PRESIDENT

Item 5.1

PRESENT TO BOARD: OCTOBER 26, 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 PROFESSIONAL:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Gallegos, Amanda	Testing Specialist	10/24/16

II. APPOINTMENTS, FULL-TIME CAREER SERVICE:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Robey, Christine	Staff Assistant II, Xcel-IT	09/20/16
Jones, Orlando	General Maintenance, HVAC	10/03/16

III. RETIREMENTS:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Hale, Susan D.	Director, Human Resources	01/31/17

IV. RESIGNATIONS:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Danao, Mary Grace	Instructor, Agri-Science	12/16/16

V. TERMINATIONS:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
O'Toole, Sean	Technical Director, Cultural Programs	10/12/16

VI. ADJUNCT FACULTY, 2016-17, ACADEMIC YEAR AS NEEDED:

<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Ford-Smith, Betty	Pine Cone Quilts	II
Wilder, Timothy	Developmental Math	II

**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: OCTOBER 26, 2016  
TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES  
FROM: THOMAS C. LEITZEL   
SUBJECT: AFFILIATION AGREEMENT – DR. GAYLE OBERMAYR, DDS


Approval is requested to enter into a **new** affiliation agreement between Gayle Obermayr, DDS, and South Florida State College for the purpose of making the facilities available to the College’s Dental Program faculty and students during the daily hours as coordinated by both parties. Furthermore, this will allow students to be responsible for the clients’ care as allowed by Florida Statutes Chapter 466 and Florida Administrative Code Chapter 654B5. The contract renews annually.

**SUGGESTED MOTION:**  
**Move to approve the agreement between Dr. Gayle Obermayr, DDS and South Florida State College as presented.**



OFFICE OF THE PRESIDENT

Item 5.2.2

PRESENT TO BOARD: OCTOBER 26, 2016  
TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES  
FROM: THOMAS C. LEITZEL   
SUBJECT: AFFILIATION AGREEMENT – DR. STEFANI J. ALLISON, DMD

Approval is requested to enter into a **new** affiliation agreement between Stefani J. Allison, DMD and South Florida State College for the purpose of making the facilities available to the College’s Dental Program faculty and students during the daily hours as coordinated by both parties. Furthermore, this will allow students to be responsible for the clients’ care as allowed by Florida Statutes Chapter 466 and Florida Administrative Code Chapter 654B5. The contract renews annually.

**SUGGESTED MOTION:**  
**Move to approve the agreement between Dr. Stefani J. Allison, DMD and South Florida State College as presented.**



OFFICE OF THE PRESIDENT

Item 5.2.3

PRESENT TO BOARD: OCTOBER 26, 2016

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: CONTRACT AGREEMENT - SUNSHINE STAFFING OF HIGHLANDS COUNTY,  
INC.

Approval is requested to enter into a **new** agreement between Sunshine Staffing of Highlands County, Inc. and South Florida State College for the purpose of providing workforce experience training to participants of the Panther Youth Partnership Grant. This agreement renews annually.

**SUGGESTED MOTION:**  
**Move to approve the agreement between Sunshine Staffing of Highlands County, Inc. and South Florida State College as presented.**

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

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OFFICE OF THE PRESIDENT

**Item 5.2.4**

PRESENT TO BOARD: OCTOBER 26, 2016

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: DUAL ENROLLMENT AGREEMENT - ADDENDUM

Approval is requested of an **addendum** to the dual enrollment agreement between Highlands County School Board and South Florida State College for the purpose of providing technical dual enrollment opportunities to Highlands County through the Highlands Career Institute. This agreement renews annually

**SUGGESTED MOTION:**

**Move to approve the addendum between Highlands County School Board and South Florida State College as presented.**






OFFICE OF THE PRESIDENT

**Item 5.3.1**

PRESENT TO BOARD: OCTOBER 26, 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 September 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.**

<b>Accounts Payable:</b>								
	<b>2016/2017 Checks</b>		<b>2016/2017 Electronic Payments</b>		<b>2016/2017 P-Card</b>		<b>2016/2017 Totals</b>	
	No.	Amount	No.	Amount	No.	Amount	No.	Amount
July	279	\$264,601.15	110	\$1,283,706.63	373	\$201,676.52	762	\$1,749,984.30
Aug	160	218,421.90	198	937,898.65	778	347,204.32	1136	\$1,503,524.87
Sept	1505	1,830,284.44	211	806,075.87	659	298,056.70	2375	\$2,934,417.01
Oct								
Nov								
Dec								
Jan								
Feb								
March								
April								
May								
June								
<b>Totals</b>	<b>1944</b>	<b>\$2,313,307.49</b>	<b>519</b>	<b>\$3,027,681.15</b>	<b>1810</b>	<b>\$846,937.54</b>	<b>4273</b>	<b>\$6,187,926.18</b>

<b>Payroll:</b>								
	<b>2016/2017 Checks</b>		<b>2016/2017 Electronic Payments</b>				<b>2016/2017 Totals</b>	
	No.	Amount	No.	Amount			No.	Amount
July	22	\$28,776.87	424	\$817,976.84			446	\$846,753.71
Aug	20	35,223.88	379	766,414.96			399	\$801,638.84
Sept	11	20,944.99	401	797,355.56			412	\$818,300.55
Oct								
Nov								
Dec								
Jan								
Feb								
March								
April								
May								
June								
<b>Totals</b>	<b>53</b>	<b>\$84,945.74</b>	<b>1204</b>	<b>\$2,381,747.36</b>			<b>1257</b>	<b>\$2,466,693.10</b>

<b>Accounts Payable:</b>						
	<b>2015/2016</b>			<b>2016/2017</b>		
	# Payments	Monthly Total	Cumulative Total	# Payments	Monthly Total	Cumulative Total
July	1,025	\$1,934,247.84	\$1,934,247.84	762	\$1,749,984.30	\$1,749,984.30
August	793	1,354,011.01	\$3,288,258.85	1,136	1,503,524.87	\$3,253,509.17
September	2,093	3,344,279.05	\$6,632,537.90	2,375	2,934,417.01	\$6,187,926.18
October	1,479	1,601,455.95	\$8,233,993.85			
November	1,280	1,740,984.33	\$9,974,978.18			
December	1,262	1,206,295.68	\$11,181,273.86			
January	956	1,230,712.44	\$12,411,986.30			
February	1,799	2,990,407.07	\$15,402,393.37			
March	1,076	1,602,278.21	\$17,004,671.58			
April	1,125	1,418,435.93	\$18,423,107.51			
May	1,376	1,396,970.28	\$19,820,077.79			
June	978	1,642,132.21	\$21,462,210.00			
<b>Totals</b>	<b>15,242</b>	<b>\$21,462,210.00</b>		<b>4,273</b>	<b>\$6,187,926.18</b>	

<b>Payroll:</b>						
	<b>2015/2016</b>			<b>2016/2017</b>		
	# Payments	Monthly Total	Cumulative Total	# Payments	Monthly Total	Cumulative Total
July	540	\$895,772.59	\$895,772.59	446	\$846,753.71	\$846,753.71
August	400	825,834.92	\$1,721,607.51	399	801,638.84	\$1,648,392.55
September	426	841,336.48	\$2,562,943.99	412	818,300.55	\$2,466,693.10
October	470	876,711.85	\$3,439,655.84			
November	430	989,940.76	\$4,429,596.60			
December	488	931,871.08	\$5,361,467.68			
January	462	847,139.64	\$6,208,607.32			
February	470	862,996.63	\$7,071,603.95			
March	485	869,927.13	\$7,941,531.08			
April	446	869,518.77	\$8,811,049.85			
May	474	906,460.80	\$9,717,510.65			
June	429	865,725.57	\$10,583,236.22			
<b>Totals</b>	<b>5520</b>	<b>\$10,583,236.22</b>		<b>1257</b>	<b>\$2,466,693.10</b>	




OFFICE OF THE PRESIDENT

**Item 5.3.2**

PRESENT TO BOARD: SEPTEMBER 28, 2016

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: VEHICLE DISPOSAL

Approval is requested delete items on the attached list of assets totaling \$6,955.00 from SFSC property records. The vehicle identified by tag #14655 shall be returned to the Florida Department of Financial Services for ultimate sale, per the Memorandum of Understanding dated April 27<sup>th</sup>, 2011. The vehicle identified with tag #14147 will be salvaged.

**SUGGESTED MOTION:**  
**Move to approve the disposal of College property as presented.**

**South Florida State College  
Disposal Items  
October 2016**

<b>Tag #</b>	<b>Date Purchased</b>	<b>Description</b>	<b>Value</b>	<b>Condition Code</b>
14655	06/11/2007	2000 Ford Crown Vic	\$3,155.00	Poor
14147	02/28/2006	1998 Ford Crown Vic	\$3,800.00	Poor


## **6.0 Planning and Policy Issues**

## **7.0 Academic and Student Matters**



OFFICE OF THE PRESIDENT

Item 7.1

PRESENT TO BOARD: OCTOBER 26, 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. PROGRAM ADDITION

Request approval to add a new occupational certificate program designed to prepare students as Cybersecurity Associates, Information Security Analysts, Penetration Testers, Computer Systems Administrators and/or Network Support Specialists; effective Spring 2017 (201720).

➤ **Applied Cybersecurity - OC #3324 750 Contact Hours**

- CTS 0XX1C Cybersecurity Associate I - 150 contact hours (New)
- CTS 0XX2C Cybersecurity Associate II - 150 contact hours (New)
- CTS 0XX3C Cybersecurity Associate III - 150 contact hours (New)
- CTS 0XX4C Cybersecurity Associate IV - 150 contact hours (New)
- CTS 0XX1C Information Security Administrator I - 37.5 contact hours (New)
- CTS 0XX2C Information Security Administrator II - 37.5 contact hours (New)
- CTS 0XX3C Information Security Administrator III - 37.5 contact hours (New)
- CTS 0XX4C Information Security Administrator IV - 37.5 contact hours (New)

**SUGGESTED MOTION:**

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

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





OFFICE OF THE PRESIDENT

Item 8.1

PRESENT TO BOARD: OCTOBER 26, 2016

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: SFSC 2016-17 REVISED SALARY SCHEDULE PROPOSAL

A proposal to revise South Florida State College's 2016-17 Salary Schedule is presented for your consideration. The proposed revisions have been made to comply with recent changes in the Fair Labor Standards Act (FLSA) related to overtime compensation which are scheduled to go into effect on December 1, 2016. Under the new FLSA regulations, many of SFSC's professional-level positions, all of which are currently exempt from overtime, will become eligible or "non-exempt." The proposal includes adding a new level to the Professional Staff classification--Level Three--for those positions which will continue to be exempt. Positions remaining in Levels One and Two will be non-exempt. Your consideration of the proposed salary schedule revision is appreciated as well as an option to delay implementation should the Department of Labor extend the deadline for compliance.

**SUGGESTED MOTION:**

**Move to approve the revised salary schedule as presented.**

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

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OFFICE OF THE PRESIDENT

**Item 8.2**

PRESENT TO BOARD: OCTOBER 26, 2016

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: POLICY DEVELOPMENT: POLICY 5.16 HOLIDAY, OVERTIME PAY,  
COMPENSATORY TIME, CALL-IN PAY AND THE MINIMUM WAGE

With the proposed revision to the 2016-17 Salary Schedule (Board Item 8.1), the accompanying policy, Board Policy No. 5.16 needs to reflect the change by adding the words non-exempt professional to Section B.

Board Policy 5.16 is provided in the accompanying page with the change shown in red.

It is recommended that proposed DBOT Policy 5.16, Holiday, Overtime Pay, Compensatory Time, Call-In Pay and The Minimum Wage be offered for discussion purposes and brought back to the December meeting for your consideration.

**SUGGESTED MOTION:**

**Move to table consideration of the change to Policy 5.16 as presented.**

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

**POLICY NO. 5.16**

**TITLE:** HOLIDAY, OVERTIME PAY, COMPENSATORY TIME, CALL-IN PAY,  
AND THE MINIMUM WAGE

**LEGAL AUTHORITY:** FLORIDA STATUTE 1001.64  
DETERMINED BY DISTRICT BOARD OF TRUSTEES

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

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The president is authorized to provide guidelines for the receipt of holiday pay, overtime pay, and a minimum wage rate per hour.

- A. The following recognized holidays are provided for employees of South Florida State College:
1. New Year's Day
  2. Martin Luther King Birthday
  3. Independence Day
  4. Labor Day
  5. Thanksgiving Day
  6. Christmas Day
  7. Such other days as specified in the college calendar approved annually by the Board of Trustees.
- B. Overtime pay, calculated at one and one-half times an employee's hourly rate for hours actually worked beyond 40 hours per week, shall be granted to career and **non-exempt professional** employees upon authorization of the president.
1. The hourly rate shall be determined by dividing the employee's annual salary by 2080 hours.
  2. In those instances in which compensatory time is earned, it shall be scheduled to be taken within four months following the date it was earned and at a time approved by the immediate supervisor.

- C. If a full-time, regular employee is out one or more days during a work week (even if due to a covered sick day(s) or annual leave) and he or she works in excess of his or her normal working hours, he or she will be reimbursed for extra hours on a straight time basis only.
- D. Eligible employees who work overtime may choose to be paid for it or to receive compensatory time off. Employee selecting to take compensatory time off shall be eligible for such compensatory time at the rate of one and one-half times the hours worked. Compensatory time off shall be taken within four months following the date it was earned and at a time approved by the supervisor.
- E. Call-in pay: An employee, eligible for overtime or compensatory time, who has completed work and left the college premises, and who is later called in and reports to work before the start of the next regularly scheduled shift, shall be eligible for call-in pay and guaranteed three hours of work or pay even if the actual working time is less than three hours.
  - 1. The employee will be compensated at a straight-time rate (i.e., not at an overtime rate).
  - 2. The employee must complete a time sheet and indicate the day when call-in pay was earned. The time sheet must be approved by the immediate supervisor.
  - 3. An employee called into work earlier than normal, who remains to complete a shift, shall not be eligible for call-in pay.
- F. The college shall endeavor to pay the minimum wage, subject to financial considerations, as established by the Fair Labor Standards Act.

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

**Issued by District Board of Trustees: 8/10/84**  
**Reviewed: 7/1/04, 7/1/07, 7/22/09, 6/27/12**  
**Revised: 8/21/88, 9/26/01**

**9.0 Reports**




OFFICE OF THE PRESIDENT

Item 9.1

PRESENT TO BOARD: OCTOBER 26, 2016

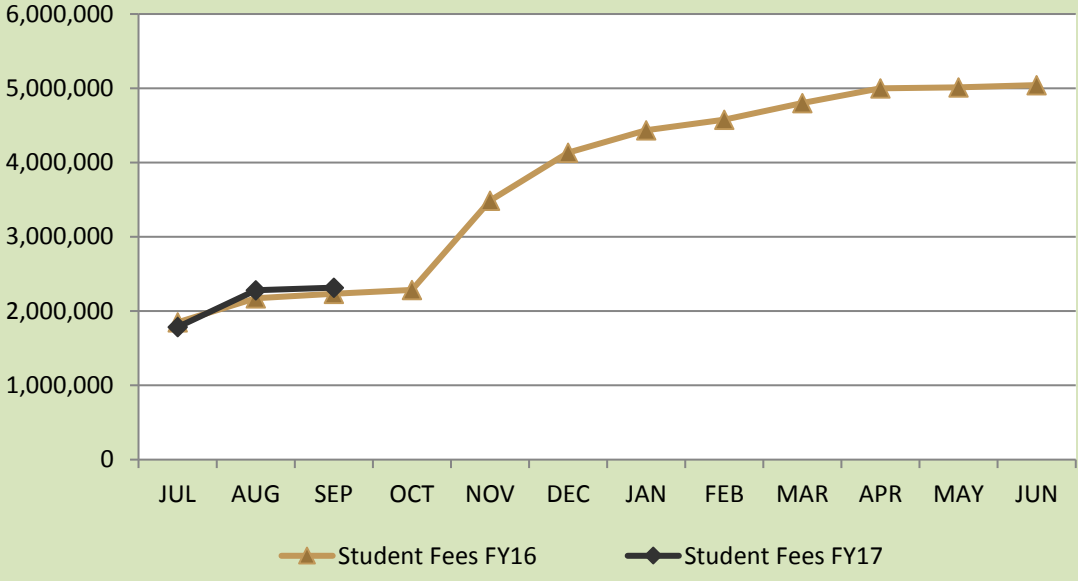
TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

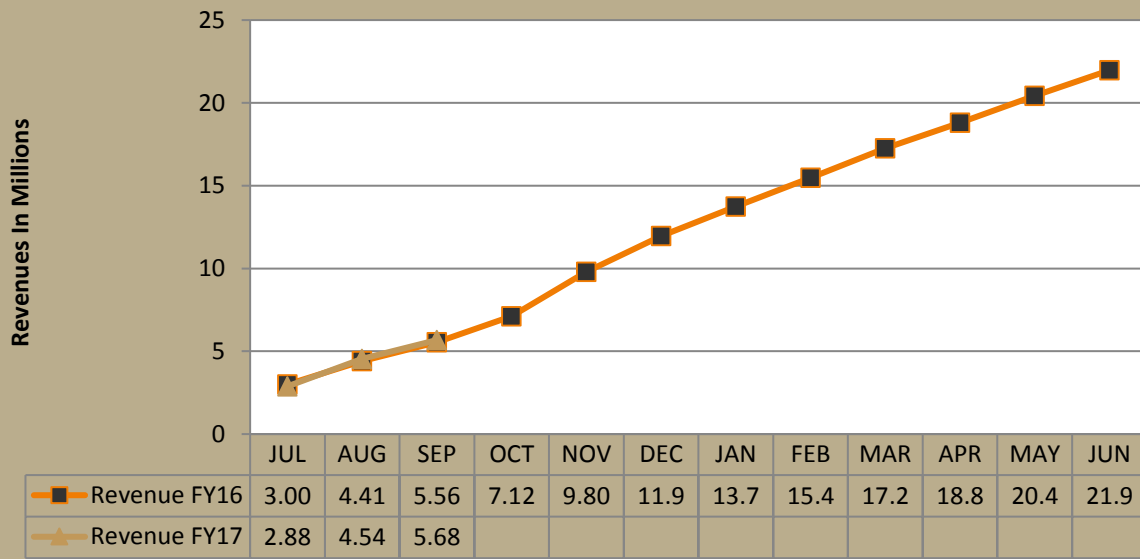
SUBJECT: FINANCIAL REPORT SUMMARY & GRAPHS – **INFORMATION ITEM**

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

**South Florida State College  
Fund 1 Student Fee Revenue, FY 16 vs FY 17**



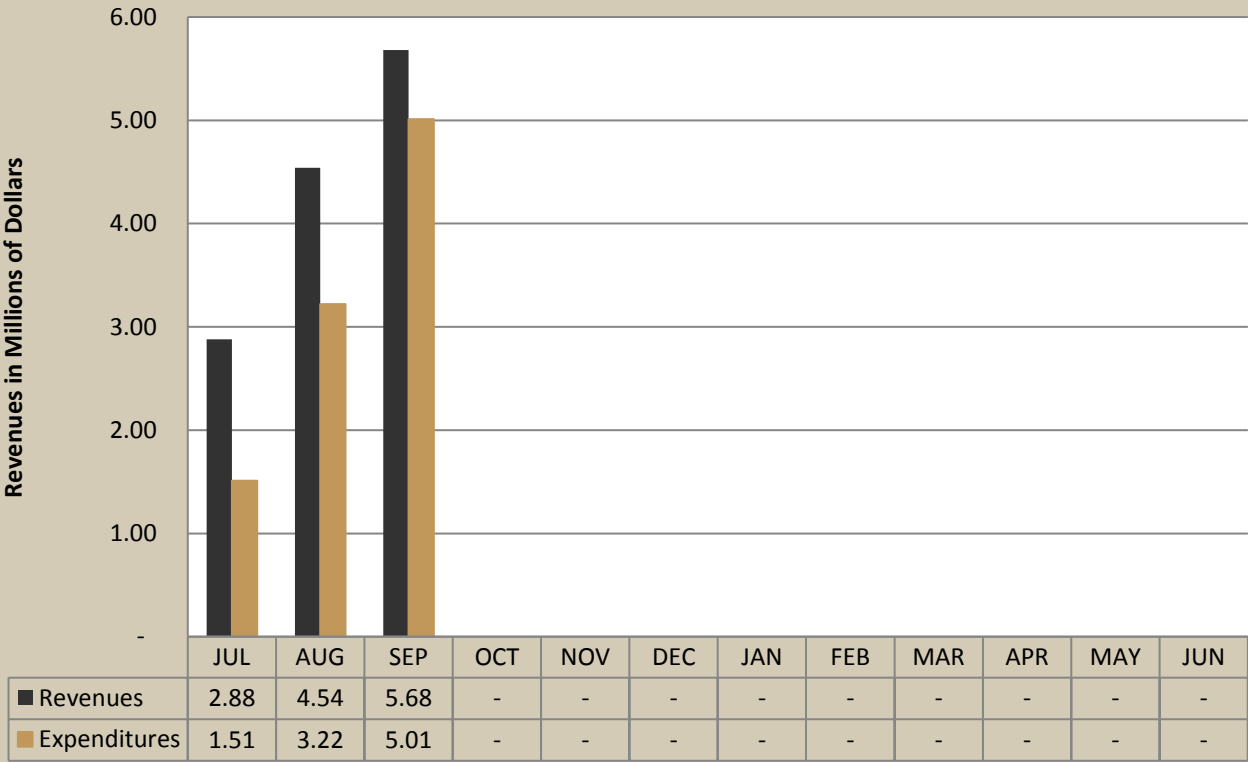
## South Florida State College Fund 1 Total Revenue, FY 16 vs FY 17



■ Revenue FY16      ▲ Revenue FY17



## South Florida State College Fund 1 Total Revenues & Expenditures FY 17



South Florida State College					
Revenue and Expenditures					
For Month Ended September 30, 2016					
Code	Account Title	Budget Amount	Amount	Difference	Percentage Collected/Spent to Date
401-403XX	Tuition and Out of State Fees	4,408,218.00	1,986,744.95	2,421,473.05	45.07%
404XX	Lab Fees	392,625.00	231,362.35	161,262.65	58.93%
408XX	Technology Fees	189,000.00	83,279.36	105,720.64	44.06%
405-407XX, 409XX	Other Student Fees	119,485.00	36,752.65	82,732.35	30.76%
41600	Grants and Contracts from Counties	100,000.00	25,000.00	75,000.00	25.00%
42110	FCSPF-General Revenue	11,732,171.00	2,977,693.00	8,754,478.00	25.38%
4215X	Performance Based Incentive	918,946.00	205,987.00	712,959.00	22.42%
42210	CO&DS Entitlement	1,100.00		1,100.00	0.00%
42610	FCSPF-Lottery	3,829,925.00		3,829,925.00	0.00%
429XX, 439XX	Indirect Costs Recovered	145,750.00	52,926.89	92,823.11	36.31%
44100	Cash Contributions	15,127.00	2,500.00	12,627.00	16.53%
46400	Use of College Facilities	85,600.00	10,145.89	75,454.11	11.85%
466XX, 467XX	Other Sales and Services	256,275.00	83,142.97	173,132.03	32.44%
48100	Interest and Dividends	4,500.00	267.49	4,232.51	5.94%
487XX, 489XX	Fines and Penalties/Miscellaneous	35,585.00	7,615.23	27,969.77	21.40%
49XXX	Transfers and Other Revenues	201,050.00	(845.98)	201,895.98	-0.42%
	<b>Total Revenue</b>	<b>\$22,435,357.00</b>	<b>\$ 5,702,571.80</b>	<b>\$ 16,732,785.20</b>	<b>25.42%</b>
51XXX	Management	1,703,811.00	423,909.77	1,279,901.23	24.88%
52XXX	Instructional	4,571,397.00	828,211.80	3,743,185.20	18.12%
53XXX	Other Professional	2,949,942.00	686,633.64	2,263,308.36	23.28%
54XXX	Career Staff	2,682,271.00	617,670.55	2,064,600.45	23.03%
56XXX	Other Professional-Instructional	1,114,885.00	148,955.95	965,929.05	13.36%
57XXX	Other Professional-Tech/Clerical/Trade	117,585.00	18,818.53	98,766.47	16.00%
58XXX	Student Employment	25,000.00	1,557.67	23,442.33	6.23%
58500	Employees Awards	11,500.00		11,500.00	0.00%
59XXX	Benefits	4,093,609.00	833,168.06	3,260,440.94	20.35%
	<b>Total Personnel</b>	<b>\$17,270,000.00</b>	<b>\$ 3,558,925.97</b>	<b>\$ 13,711,074.03</b>	<b>20.61%</b>
605XX	Travel	307,370.00	30,406.15	276,963.85	9.89%
61000	Freight and Postage	31,125.00	9,579.96	21,545.04	30.78%
615XX	Telecommunications	86,000.00	5,496.44	80,503.56	6.39%
62000	Printing	82,255.00	5,480.30	76,774.70	6.66%
625XX	Repairs and Maintenance	1,012,890.61	400,822.50	612,068.11	39.57%
63000	Rentals	157,765.00	44,631.97	113,133.03	28.29%
635XX, 637XX	Insurance	420,750.00	223,693.73	197,056.27	53.17%
640XX	Utilities	1,440,670.00	164,770.56	1,275,899.44	11.44%
645XX	Other Services	707,219.00	209,360.97	497,858.03	29.60%
64700	Grant Aid	4,280.00	886.00	3,394.00	20.70%
650XX	Professional Fees	240,150.00	28,425.27	211,724.73	11.84%
655XX	Education Office/Dept Material Supp	522,580.00	115,019.85	407,560.15	22.01%
657XX	Data Software	38,250.00	85,863.40	(47,613.40)	224.48%
66000	Maint/Construction Material/Supp	293,500.00	52,866.76	240,633.24	18.01%
665XX	Other Materials and Supplies	154,548.84	29,409.24	125,139.60	19.03%
670XX	Subscriptions/Library	50,100.00	14,086.66	36,013.34	28.12%
675XX	Purchases for Resale	50,505.00	2,464.60	48,040.40	4.88%
680XX	Scholarships	45,000.00	34,592.54	10,407.46	76.87%
69XXX	Transfers and Other Expenses	90,000.00	(928.95)	90,928.95	-1.03%
	<b>Total Current Expenses</b>	<b>\$ 5,734,958.45</b>	<b>\$ 1,456,927.95</b>	<b>\$ 4,278,030.50</b>	<b>25.40%</b>
706XX	Minor Equipment >1000<5000	32,000.00	11,807.55	20,192.45	36.90%
71000	Furniture and Equipment	20,000.00		20,000.00	0.00%
	<b>Total Capital Outlay</b>	<b>\$ 52,000.00</b>	<b>\$ 11,807.55</b>	<b>\$ 40,192.45</b>	<b>22.71%</b>



OFFICE OF THE PRESIDENT

Item 9.2

PRESENT TO BOARD: OCTOBER 26, 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 September 2016 meeting of the College District Board of Trustees. The included dates are September 15, 2016 through October 11, 2016. The total amount reported is **\$5,116.43**.

**II. Foundation Update**

- A. Donor Thank You Call-A-Thon
- B. Cookie Calls to New Friends
- C. November Foundation Board Meeting Lunch 'n Learn
- D. Physician Society
- E. Newsletter

**South Florida State College Foundation, Inc**  
**Gift Summary Report 9/15/16 - 10/11/16**

<b>Fund ID</b>	<b>Fund Description</b>	<b>Gift Count</b>	<b>Cash</b>	<b>Pledges</b>	<b>Other</b>	<b>Total</b>
1000	Unrestricted	34	\$4,114.00	\$0.00	\$0.00	\$4,114.00
2000	Jacaranda Restoration Fund	1	\$6.00	\$0.00	\$0.00	\$6.00
5011	SFSC General Scholarship	5	\$76.00	\$0.00	\$0.00	\$76.00
5014	Joe Johnston/Bette McDearman Memor	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
5058	Take Stock In Children - Ops	1	\$10.00	\$0.00	\$0.00	\$10.00
5095	Dental Programs	1	\$25.00	\$0.00	\$0.00	\$25.00
5110	Highlands County Bar Association Scholarship	3	\$475.00	\$0.00	\$0.00	\$475.00
5158	TSIC Scholarships	7	\$52.00	\$0.00	\$0.00	\$52.00
6005	Partnership Project	3	\$70.00	\$0.00	\$0.00	\$70.00
6006	Alumni Association Fund	2	\$176.93	\$0.00	\$0.00	\$176.93
<b>Grand Totals:</b>		<b>70</b>	<b>\$5,116.43</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5,116.43</b>

70 Gift(s) listed

61 Donor(s) listed



OFFICE OF THE PRESIDENT

Item 9.3

PRESENT TO BOARD: OCTOBER 26, 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**

Title: **Re-Engineering Our Future**  
Source: U.S. Department of Education, Hispanic Serving Institutions STEM & Articulation  
Amount: \$4,854,615.00  
Description: SFSC has been awarded a 5-year, Hispanic-Serving Institutions STEM grant that will build enhanced opportunities for low-income and minority students to complete degrees in a STEM field. The project will encompass four primary activities: A) Developing a High-Tech degree pathway with transfer into the University of South Florida and Florida Polytechnic University; B) Improving pre-collegiate services; C) Improving college academic support and student services; and D) Creating a more culturally-sensitive campus culture to increase student engagement and success at South Florida State College. Under these project activities, SFSC will create new degree programs in Engineering, Mechatronics, and Biomedical Science; launch a robust pre-collegiate program to develop a pipeline of prepared students for STEM studies, including a new MathSteps summer program that will utilize the highly-effective UChicago Solutions mathematics curriculum; create culturally-sensitive support services within the college environment; and establish financial support for long-term success of Hispanic and low-income students. The project budget will cover support personnel, new faculty positions, instructional design services, substantial technology and instructional equipment updates, creation of new state-of-the-art STEM learning lab spaces at all three campuses, and support creation of articulation pathways to partner universities.

Title: **Adult General Education (AGE) – Highlands County**  
Source: Florida Department of Education  
Amount: \$217,863.00  
Description: Funds have been awarded to continue providing Adult Basic Education and GED classes in Highlands County. Funds will be used to support

personnel expenses, instructional technology, and consumable materials and supplies needed for program operation. This award is a continuation of a previous grant, and it is funded as a pass-through program from the U.S. Department of Education.

Title: **EL/Civics Highlands County**  
Source: Florida Department of Education  
Amount: \$43,544.00  
Description: Funds have been awarded to continue providing adult English Literacy and Civics education in Highlands County. Funds will be used to support personnel expenses, instructional technology, and consumable materials and supplies needed for program operation. This award is a continuation of a previous grant, and it is funded as a pass-through program from the U.S. Department of Education.

Title: **EL/Civics Hardee County**  
Source: Florida Department of Education  
Amount: \$23,642.00  
Description: Funds have been awarded to continue providing adult English Literacy and Civics education in Hardee County. Funds will be used to support personnel expenses, instructional technology, and consumable materials and supplies needed for program operation. This award is a continuation of a previous grant, and it is funded as a pass-through program from the U.S. Department of Education.

Title: **Healthy Smiles for Highlands County**  
Source: Highlands County Health Services  
Amount: \$12,000.00  
Description: Funds have been awarded to support the SFSC Dental Clinic's preventive dental care programs for local children.

Title: **Health Sciences Instructional Technology Request**  
Source: Adventist Health System  
Amount: \$12,500.00  
Description: Funds have been awarded to assist the SFSC Division of Health Sciences with purchase of new instructional tools for the Nursing, Radiography, and Dental programs.

## **II. Declined Grant Proposals**

Title: **Training Young Researchers in Agricultural Systems Technology**  
Source: USDA NIFA  
Amount: \$299,999.00  
Description: Funds were requested to host agriculture students in research-training internships in partnership with UF and Warner University. SFSC received encouraging feedback with recommendations for future applications.

## **III. Federal Legislative Report**

No federal report will be presented for the October 26, 2016 meeting.