



**SFSC
District Board of Trustees
Regular Meeting
August 23, 2017**

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

**Tim Backer, Chair
Tami Cullens, Vice Chair
Derren Bryan
Louis Kirschner
Ken Lambert
Lana C. Puckorius
Kris Y. Rider
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: AUGUST 23, 2017

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 August 23, 2017 be adopted.

SUGGESTED MOTION:

Move to adopt the agenda of the regular meeting of August 23, 2017 as presented.

**REGULAR MEETING AGENDA
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
HIGHLANDS CAMPUS
August 23, 2017
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 – July 17, 2017
 - 1.3 Adoption of the 2017-2018 Meeting Schedule and Review of Agenda Master Calendar
- 2.0 Communications, Introductions, and Recognition
 - 2.1 New Employee Introductions
 - 2.2 Employee Retirement Recognition
- 3.0 Public Comment
- 4.0 Presentation - None
- 5.0 Consent Agenda Action Items
 - 5.1 Personnel Actions
 - 5.2 Grant Awards
 - 5.2.1 Carl D. Perkins Postsecondary - \$152,062
 - 5.2.2 Carl D. Perkins Rural and Sparsely Populated - \$101,790.30
 - 5.2.3 Migrant and Seasonal Farmworkers Career Development Program - \$289,469
 - 5.3 Operating Actions
 - 5.3.1 Monthly Accounts Payable & Payroll Check Register
 - 5.3.2 Property Deletions
- 6.0 Planning and Policy Issues – None
- 7.0 Academic and Student Matters
 - 7.1 Curriculum Proposals
- 8.0 Other Action Items
- 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: AUGUST 23, 2017

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: MINUTES – REGULAR MEETING – JULY 17, 2017

It is recommended that the minutes of the regular meeting held July 17, 2017 as presented and recorded in the Supplemental Minute Book, be approved.

SUGGESTED MOTION:

Move to approve the minutes of the July 17, 2017 regular meeting as presented.

**MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
JULY 17, 2017**

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

Excused: Mr. Ken Lambert

Staff Present:	Mrs. Jamie Bateman	Mrs. Ashley Bennett	Mrs. Kathleen Cappel
	Dr. Robert Flores	Dr. Deborah Fuschetti	Ms. Cindy Garren
	Dr. Michele Heston	Mr. Don Kesterson	Mrs. Cindy Kinser
	Mrs. Deborah Latter	Ms. Melissa Lee	Mr. Glenn Little
	Dr. Lindsay Lynch	Mrs. June Weyrauch	Dr. Chris van der Kaay
	Dr. Tim Wise		

Excused: Mr. Erik Christensen

Others Present: Mrs. Barbara Kirschner

CALL TO ORDER

At 1:00 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

Mrs. Rider made a motion, seconded by Mr. Wright, to adopt the agenda of the regular meeting held July 17, 2017 as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

1.2 Approval of Minutes

1.2.1 Regular Meeting Minutes

Mr. Backer made a motion, seconded by Mrs. Cullens, to approve the minutes of the regular meeting held June 21, 2017 as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

1.3 Annual Reorganization of the Board

Following the District Board of Trustees Policy 2.02, **Mr. Bryan called for nominations to serve as the 2017-2018 District Board of Trustees Chair.** **Mrs. Puckorius moved and Mrs. Cullens seconded the nomination of Mr. Backer.** **Mr. Bryan asked if there were any other nominations. Dr. Kirschner moved that nominations be closed. Mr. Bryan then called for a vote.** Those voting in favor of the motion were Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. Mr. Backer abstained. **Motion carried by unanimous vote.**

Mr. Bryan called for nominations to serve as the 2017-2018 District Board of Trustees Vice Chair. Mrs. Puckorius moved and Mr. Wright seconded the nomination of Mrs. Cullens. Mr. Bryan asked if there were any other nominations. Dr. Kirschner moved that nominations be closed. Mr. Bryan then called for a vote. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Dr. Kirschner, Mrs. Rider, and Mr. Wright. Mrs. Cullens abstained. **Motion carried by unanimous vote.**

Mr. Bryan called for nominations to serve as the 2017-2018 SFSC Foundation Liaison. Mr. Wright moved and Mrs. Cullens seconded the nomination of Mrs. Puckorius. Mr. Bryan asked if there were any other nominations. Dr. Kirschner moved that nominations be closed. Mr. Bryan then called for a vote. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mrs. Rider, and Mr. Wright. Mrs. Puckorius abstained. **Motion carried by unanimous vote.**

Mr. Bryan thanked the Board for their support during his chairmanship this past year. Dr. Leitzel thanked Mr. Bryan for his work with the Board over the past year and presented him with a personalized RTC cup. The cup is engraved with college logo and an inscription: "In recognition of distinguished service, Derren J. Bryan, South Florida State College, District Board of Trustees, Chairman, 2016-2017" At Mr. Backer's request, Mr. Bryan continued the meeting as Chair.

1.4 Adopting of 2017-2018 Meeting Schedule and Review of Agenda Master Calendar

Dr. Leitzel presented the proposed meeting schedule and Agenda Master Calendar to the Board. He asked the Board to review the dates and to address any conflicts they have. Mr. Backer asked for the tentative February 21st and March 21st dates to be checked, as they are on the third Wednesday of the month. Mr. Backer stated as the new Chair, he would like to keep the 1:00 p.m. meeting time the same for the up-coming year, the Board agreed. Mr. Wright stated that he would need to check his calendar as he believes he has a conflict with the tentative March 21st date.

Mrs. Cullens asked the following events be added to the Agenda Master Calendar: AFC Trustees Annual Conference, November 1-3, 2017 in Palm Harbor, FL. and ACCT Leadership Congress, October 24-27, 2018 in New York, NY.

Consensus of the Board to adopt the Meeting Schedule and Agenda Master Calendar as presented. Those in favor of the consensus were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mrs. Puckorius, Mrs. Rider, and Mr. Wright.
Consensus carried by unanimously. (EXHIBIT "A")

2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITIONS

None

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 staff; full-time career staff; resignations; reappointments, full-time faculty 2017-18; adjunct faculty, 2016-17, academic year as needed. *(EXHIBIT "B")*

5.2 Agreements and Contracts

5.2.1 Approved the renewal of the training agreement with Florida Department of Health as presented. *(EXHIBIT "C")*

5.3 Grant Awards

5.3.1 Celebrating the Arts in Florida's Heartland

Florida Division of Cultural Affairs \$ 16,855

5.3.2 Healthy Smiles for Highlands County

Highlands County Hospital District \$ 17,000

5.3.3 Panther Youth Partners

CareerSource Heartland \$ 550,000

5.4 Operational Actions

5.4.1 Monthly Accounts Payable/Payroll Check Register

The summary information of disbursements of all funds through June 2017 will be provided in the August 2017 District Board of Trustees agenda due to the year-end closing process currently underway.

Mr. Wright made a motion, seconded by Mrs. Cullens, 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, 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. Heston presented the curriculum proposals on behalf of Dr. Valentine and answered questions from the Board. *(EXHIBIT "D")*

Mrs. Rider made a motion, seconded by Mrs. Puckorius, to approve the curriculum proposals as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, 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

Ms. Lee reported the graphs and summary of revenues and expenditures compared to budgeted funds will be provided in the August 2017 District Board of Trustees agenda due to year-end closing procedures currently underway. Ms. Lee gave a verbal update and Mr. Little reported that the year-end fund balance will be 9.9%.

9.2 Foundation Report

Mrs. Bateman reported that the South Florida State College Foundation, Inc. had received donations and pledges in the amount of **\$2,478.30** from June 7 through July 3, 2017. Mrs. Bateman shared she just received notice that the Foundation will receive \$10,697 from the Florida Blue Nursing and Allied Health Scholarships. This does require a matching donor, to which the Foundation has, making the total to \$21,394.00 that will benefit the Allied Health Students this fall. The First Generation Grant received \$16,191 and with the match donor, making the \$32,382.00. Mrs. Bateman shared that the Foundation worked with the College IT Department on setting up a computer program called Constant Contact, which will help with communications with alumni.

9.3 Grants Development and Federal Relations Report

I. Grants Development Report

Dr. Lynch distributed and reviewed the Grants Development Report dated 7/17/17. Dr. Lynch reported on the Hardee County Marine Aquaculture Project grant that was submitted. Mr. Wright shared some positive and encouraging information about his connections with the lobbyist for the Marine Aquaculture Project.

II. Submitted Grant Proposals

A. Hardee County Marine Aquaculture Project

U.S. Economic Development Administration	\$ 500,000
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III. Federal Legislative Report

None to report.

Dr. Lynch shared with the Board that SFSC will be submitting for part of the \$85 million Florida Job Growth initiative grant. She also announced that Orange Juice to Olive Oil grant that SFSC submitted was accepted into the proposal for the State of Florida.

9.4 President's Report

Dr. Leitzel reported on the following college activities:

1. Announced the USDA grant approval of the Orange Juice to Olive Oil grant. Thanked Dr. Lynch for her work on the grant and building a partnership with Mr. Bill Lambert.
2. Shared information about the Florida Job Growth grant opportunity with the Board.
3. Thanked Mr. Backer and Dr. Kirschner for attending Governor Scott's roundtable discussion in DeSoto County as representatives of SFSC.
4. Announced that Senator J.D. Alexander had decided not to run for Senator Denise Grimsley's seat.
5. Shared with the Board that SFSC prepared for the JRCERT accreditation site visit a year in advance and the departing report was very favorable. Dr. Leitzel informed the Board that the JRCERT visitation team only had one recommendation for SFSC out of fifty-three standards they were auditing. Dr. Leitzel recognized Dr. Heston and her team for their hard work and dedication in preparing for this site visit.
6. Informed the Board that he attended a COP Meeting/Steering Committee in Tampa. The purpose of this meeting was to establish the legislative agenda.
7. Highlighted – Convocation – August 14th. Mr. Backer will bring greetings as the 2017-18 Chair. He also shared that Gabrielle Bosche "The Millennial Entrepreneur" will be speaking at Convocation; Fall Semester will start August 18th.
8. Highlighted – COP Reception for Senator Latvala, in Orlando – August 24th; Trustee Webinar – September 14th; ACCT Leadership Congress in Las Vegas – September 25-28th; Fund Raising Event in Daytona – October 3-5th.
9. Shared updated "Unstoppable" marketing campaign with the Board.
10. Discussed Performance Indicators with Board. Dr. Leitzel shared with the Board SFSC's ranking from last year, a high "silver" and that our goal was to achieve a "gold" status with the FCS. Dr. Leitzel announced to the Board that the State Board was meeting today to vote on -performance measures and performance funding for 2017-18. Dr. Leitzel was able to share that SFSC was ranked "gold" with a score of 37.15 for 2017. This means that SFSC will receive additional non-recurring revenue of \$269,000, if the State Board approved the performance indicators today, July 17, 2017.
Dr. Leitzel recommended to the Board, in addition to the \$500 non-recurring salary supplement that was approved in May to all full-time employees, an additional one-time salary supplement as follows:
 - i. FT Faculty: \$500 + 1% of base salary
 - ii. FT Staff and Admin: 1% of base salary
 - iii. PT Employees in regular established positions: \$400Dr. Leitzel added to be eligible, employees had to be hired before February 1, 2017 and distributions will be in the November 2017 payroll.

Mrs. Rider made a motion, seconded by Mr. Wright, to approve the recommendation of distributing extra funding contingent on approval by State Board of the amendment to Rule 6A-14.07621 Performance-Based Incentive Program. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mrs. Puckorius, Mrs. Rider and Mr. Wright. **Motion carried by unanimous vote.**

9.5 Board Attorney's Report

Mrs. Karlson stated no report.

9.6 Board Members' Reports

Mrs. Puckorius thanked Mr. Bryan for his leadership as the 2016-17 Chair.

Dr. Kirschner thanked Mr. Bryan for his leadership.

Mr. Wright thanked Mr. Bryan and congratulated him on a successful year as Chair.

Mrs. Cullens thanked Mr. Bryan for his leadership this past year. She shared with the Board that she attended the ACCT Board Meeting in New Jersey, where she was able to share information about SFSC's Textbook Affordability Program. She also was happy to share that SFSC was the only college to report an increase in enrollment.

Mrs. Rider thanked Mr. Bryan for a successful year as Chair.

Mr. Backer thanked Mr. Bryan for his service as Chair. He also shared he looks forward to serving as the 2017-18 Chair.

9.7 Board Chair Report

Mr. Bryan thanked faculty, staff, and administration for their hard work. He shared how much he has enjoyed serving as Chair. He stated he was grateful for the opportunity and thanked everyone again for a great chairmanship.

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 2:56 p.m.



OFFICE OF THE PRESIDENT

Item 1.4

PRESENT TO BOARD: JULY 17, 2017

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: REVIEW OF AGENDA MASTER CALENDAR

Action Item:

The schedule of meetings for the 2017-2018 academic year located on the following page is recommended for your consideration.

Information:

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

SUGGESTED MOTION:

Move to approve the South Florida State College District Board of Trustees Meeting Schedule for the 2017-2018 academic year as presented.

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

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

Wednesday, August 23, 2017	Board Meeting – 1pm	Highlands Campus, 600 W. College Dr., Avon Park, FL
Wednesday, September 20, 2017	Board Meeting – 1pm	Highlands Campus, 600 W. College Dr., Avon Park, FL
Wednesday, October 25, 2017	Board Meeting – 1pm	Highlands Campus, 600 W. College Dr., Avon Park, FL
Wednesday, December 6, 2017	Planning Workshop – 10am	Highlands Campus, 600 W. College Dr., Avon Park, FL
Wednesday, December 6, 2017	Board Meeting – 1pm	Highlands Campus, 600 W. College Dr., Avon Park, FL
Wednesday, January 24, 2018	Board Meeting – 1pm	Highlands Campus, 600 W. College Dr., Avon Park, FL
Wednesday, February 21, 2018	Board Meeting – 1pm	Highlands Campus, 600 W. College Dr., Avon Park, FL
Wednesday, March 21, 2018	Board Meeting – 1pm	Highlands Campus, 600 W. College Dr., Avon Park, FL
Wednesday, April 25, 2018	Board Meeting – 1pm	Highlands Campus, 600 W. College Dr., Avon Park, FL
Wednesday, May 23, 2018	Budget Workshop – 10am	Highlands Campus, 600 W. College Dr., Avon Park, FL
Wednesday, May 23, 2018	Board Meeting – 1pm	Highlands Campus, 600 W. College Dr., Avon Park, FL
Wednesday, June 27, 2018	Board Meeting – 1pm	Highlands Campus, 600 W. College Dr., Avon Park, FL
Wednesday, July 18, 2018	Board Meeting – 1pm	Highlands Campus, 600 W. College Dr., Avon Park, FL

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

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

District Board of Trustees Agenda Master Calendar

AUGUST 2017	SEPTEMBER 2017	OCTOBER 2017
<p>23 Board Meeting, 1 PM Highlands Campus</p> <p>24 *COP/Trustee Reception - Orlando, FL</p>	<p>20 *Board Meeting, 1 PM Highlands Campus</p> <p>25-28 ACCT Annual Leadership Congress, Las Vegas, NV</p>	<p>25 *Board Meeting, 1 PM Highlands Campus</p>
NOVEMBER 2017	DECEMBER 2017	JANUARY 2018
<p>1-3 AFC 2017 Trustee Annual Meeting, Palm Harbor, FL</p> <p>27 Jacaranda Jubilee, 6 PM Jacaranda Hotel</p>	<p>6 *Planning Workshop 10 AM, followed by Board Meeting, 1 PM, Highlands Campus</p> <p>7 Foundation Christmas Luncheon, 12 PM Jacaranda Hotel</p> <p>16- Jan 1 Winter Break</p>	<p>18-20 Million Dollar Hole In One Shoot-Out</p> <p>24 *Board Meeting, 1 PM Highlands Campus</p>
FEBRUARY 2018	MARCH 2018	APRIL 2018
<p>11-14 *ACCT Legislative Summit Washington, D.C.</p> <p>21 *Board Meeting, 1 PM Highlands Campus</p>	<p>11-18 Spring Break</p> <p>21 *Board Meeting, 1 PM Highlands Campus</p> <p>28 *Board Meeting, 1 PM Highlands Campus</p>	<p>25 *Board Meeting, 1 PM Highlands Campus</p>
MAY 2018	JUNE 2018	JULY 2018
<p>23 *Budget Workshop 10 AM, followed by Board Meeting, 1 PM, Highlands Campus</p>	<p>27 *Board Meeting, 1 PM Highlands Campus</p>	<p>18 *Board Meeting, 1 PM Highlands Campus</p>

New Addition

Tentative *

2.0 Communications, Introductions, and Recognitions



OFFICE OF THE PRESIDENT

Item 2.1

PRESENT TO BOARD: AUGUST 23, 2017

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: NEW EMPLOYEE INTRODUCTION

Employee	Position	Supervisor	Hired
Kelly Fairfield	Staff Assistant I, Human Resources	Robin Southwell	05/08/17
Karen Lackey	Accounts Payable Specialist	Melissa Lee	05/01/17
Becki Lowery	Employee Benefits Specialist	Robin Southwell	05/01/17
Amy Shepard	Administrative Assistant II, Controller	Melissa Lee	05/01/17



OFFICE OF THE PRESIDENT

Item 2.2

PRESENT TO BOARD: AUGUST 23, 2017

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: EMPLOYEE RETIREMENT RECOGNITION

Employee	Position	Dates of Service
Wanita C. Bates	Executive Assistant, Vice President for Academic Affairs and Student Services	09/06/88-08/31/17

SUGGESTED MOTION:

Move to recognize the retirement of Wanita C. Bates for her many years of service to South Florida State College.

3.0 Public Comment

4.0 *Presentations*

5.0 Consent Agenda Action Items



OFFICE OF THE PRESIDENT

Item 5.0

PRESENT TO BOARD: AUGUST 23, 2017

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 Awards and Operating Actions. Your consideration of the recommended action is appreciated.

SUGGESTED MOTION:

Move to approve the agenda items listed in the Consent Agenda.

	CONSENT AGENDA ACTION ITEMS	Page
5.1	Personnel Actions	23
5.2	Grant Awards	25
	5.2.1 Carl D. Perkins Postsecondary - \$152,062.00	
	5.2.2 Carl D. Perkins Rural and Sparsely Populated- \$101,790.30	
	5.2.3 Migrant and Seasonal Farmworkers Career Development Program - \$289,469.00	
5.3	Operating Actions	28
	5.3.1 Monthly Accounts Payable & Payroll Check Register	
	5.3.2 Property Deletions	



OFFICE OF THE PRESIDENT

Item 5.1

PRESENT TO BOARD: AUGUST 23, 2017

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 CAREER SERVICES STAFF:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Johnson, Kimberlyn	Cashier	07/17/17
Bryant, Derek	Maintenance Technician: HVAC	08/01/17
Heston, Elizabeth*	Grounds Maintenance District Supervisor	08/01/17

*Transferred from Lead Grounds Maintenance position

II. APPOINTMENTS, FULL-TIME PROFESSIONAL STAFF:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Early, Lauren*	Executive Assistant, Vice President for Academic Affairs & Student Services	08/24/17

*Transferred from Office Manager, Lake Placid Center position

IV. RESIGNATIONS:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Sheridan, James	Library Assistant II – Circulation	08/30/17

ADJUNCT FACULTY, 2017-18, ACADEMIC YEAR AS NEEDED:

V.

<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Bacevic, Dawn A.	Adult Education	II
Bohan, Amy	Anatomy & Physiology/ Biology/Biotechnology	II
Burke, Joseph	CDL Instructor	IV
Doctrow, Mollie	Art	II
Feuerstein, Jessica	English/Humanities	II
Lee, Leroy	Electrical Line Service Repair	III
Lloyd, Mary Jane	Driver Education	III
McGuire, Terri	Nursing Programs	II
Pinnell, Gary	Developmental Writing/Journalism	II
Thompson, Zachary	Music	II
Torrance Jr, Jerry E	Water Management/Wastewater Management	IV
Wilder, Timothy	Developmental Math	II
Yates, Michelle	Nutrition	III

SUGGESTED MOTION:

Move to approve the personnel recommendations as presented.



OFFICE OF THE PRESIDENT

Item 5.2.1

PRESENT TO BOARD: AUGUST 23, 2017

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANT AWARD – CARL D. PERKINS POSTSECONDARY

Title:	Carl D. Perkins Postsecondary
Source:	Florida Department of Education
Amount:	\$152,062.00
Description:	SFSC has received continuation funding to support personnel and instructional expenses related to the applied sciences and technical programs.

SUGGESTED MOTION:

Move to approve the grant awarded and to accept project funding as presented.



OFFICE OF THE PRESIDENT

Item 5.2.2

PRESENT TO BOARD: AUGUST 23, 2017

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANT AWARD – CARL D. PERKINS RURAL AND SPARSELY POPULATED

Title: **Carl D. Perkins Rural and Sparsely Populated**
Source: Florida Department of Education
Amount: \$101,790.30
Description: SFSC received continuation funding to support personnel and instructional expenses related to the applied sciences and technical programs.

SUGGESTED MOTION:

Move to approve the grant awarded and to accept project funding as presented.



OFFICE OF THE PRESIDENT

Item 5.2.3

PRESENT TO BOARD: AUGUST 23, 2017

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANT AWARD – MIGRANT AND SEASONAL FARMWORKERS CAREER
DEVELOPMENT PROGRAM

Title:	Migrant and Seasonal Farmworkers Career Development Program
Source:	Florida Department of Education
Amount:	\$289,469.00
Description:	SFSC has received continuation funding to support personnel and operational expenses for the Migrant and Seasonal Farmworkers Program.

SUGGESTED MOTION:

Move to approve the grant awarded and to accept project funding as presented.



OFFICE OF THE PRESIDENT

Item 5.3.1

PRESENT TO BOARD: AUGUST 23, 2017

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: MONTHLY ACCOUNTS PAYABLE/PAYROLL CHECK REGISTER

Summary information for disbursements for all funds through June 2017 and for July 2017 are enclosed on the next pages. Detailed information related to expenditures to date is available at during normal business hours in the College Business Office.

SUGGESTED MOTION:

Move to approve the monthly accounts payables/monthly payroll check registers as presented.

Through June 2017

Accounts Payable:								
	2016/2017 Checks		2016/2017 Electronic Payments		2016/2017 P-Card		2016/2017 Totals	
	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	450	570,887.63	162	1,086,685.92	597	347,131.69	1209	\$2,004,705.24
Nov	351	308,038.08	243	788,427.68	656	250,770.71	1250	\$1,347,236.47
Dec	227	293,140.08	144	926,835.11	567	192,478.68	938	\$1,412,453.87
Jan	295	444,298.68	186	848,617.11	626	342,936.75	1107	\$1,635,852.54
Feb	1355	1,814,557.79	224	837,211.52	663	230,452.58	2242	\$2,882,221.89
March	523	522,912.40	207	1,074,631.55	531	227,489.02	1261	\$1,825,032.97
April	282	263,879.22	211	833,405.26	588	200,025.85	1081	\$1,297,310.33
May	290	355,635.71	148	845,283.62	715	295,604.98	1153	\$1,496,524.31
June	711	1,113,798.22	172	824,674.54	455	128,985.22	1338	\$2,067,457.98
Totals	6428	\$8,000,455.30	2216	\$11,093,453.46	7208	\$3,062,813.02	15852	\$22,156,721.78

Payroll:								
	2016/2017 Checks		2016/2017 Electronic Payments				2016/2017 Totals	
	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	18	21,819.32	455	846,126.13			473	\$867,945.45
Nov	19	21,192.77	470	851,951.26			489	\$873,144.03
Dec	26	44,787.53	465	904,214.88			491	\$949,002.41
Jan	21	21,347.50	421	788,470.33			442	\$809,817.83
Feb	18	24,876.89	463	847,724.00			481	\$872,600.89
March	21	24,888.38	471	860,830.71			492	\$885,719.09
April	14	27,860.38	470	890,794.45			484	\$918,654.83
May	21	45,700.18	480	899,937.53			501	\$945,637.71
June	13	22,941.83	452	852,273.29			465	\$875,215.12
Totals	224	\$340,360.52	5351	\$10,124,069.94			5575	\$10,464,430.46

Accounts Payable:								
	2015/2016			2016/2017				
	# 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	1,209	2,004,705.24	\$8,192,631.42		
November	1,280	1,740,984.33	\$9,974,978.18	1,250	1,347,236.47	\$9,539,867.89		
December	1,262	1,206,295.68	\$11,181,273.86	938	1,412,453.87	\$10,952,321.76		
January	956	1,230,712.44	\$12,411,986.30	1,107	1,635,852.54	\$12,588,174.30		
February	1,799	2,990,407.07	\$15,402,393.37	2,242	2,882,221.89	\$15,470,396.19		
March	1,076	1,602,278.21	\$17,004,671.58	1,261	1,825,032.97	\$17,295,429.16		
April	1,125	1,418,435.93	\$18,423,107.51	1,081	1,297,310.33	\$18,592,739.49		
May	1,376	1,396,970.28	\$19,820,077.79	1,153	1,496,524.31	\$20,089,263.80		
June	978	1,642,132.21	\$21,462,210.00	1,338	2,067,457.98	\$22,156,721.78		
Totals	15,242	\$21,462,210.00		15,852	\$22,156,721.78			

Payroll:								
	2015/2016			2016/2017				
	# 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	473	867,945.45	\$3,334,638.55		
November	430	989,940.76	\$4,429,596.60	489	873,144.03	\$4,207,782.58		
December	488	931,871.08	\$5,361,467.68	491	949,002.41	\$5,156,784.99		
January	462	847,139.64	\$6,208,607.32	442	809,817.83	\$5,966,602.82		
February	470	862,996.63	\$7,071,603.95	481	872,600.89	\$6,839,203.71		
March	485	869,927.13	\$7,941,531.08	492	885,719.09	\$7,724,922.80		
April	446	869,518.77	\$8,811,049.85	484	918,654.83	\$8,643,577.63		
May	474	906,460.80	\$9,717,510.65	501	945,637.71	\$9,589,215.34		
June	429	865,725.57	\$10,583,236.22	465	875,215.12	\$10,464,430.46		
Totals	5520	\$10,583,236.22		5575	\$10,464,430.46			

July 2017

Accounts Payable:							
	2017/2018 Checks		2017/2018 Electronic Payments		2017/2018 P-Card		2017/2018 Totals
	No.	Amount	No.	Amount	No.	Amount	No. Amount
July	356	\$306,555.33	94	\$644,772.99	313	\$128,985.22	763 \$1,080,313.54
Aug		\$0.00		0.00		\$0.00	0 \$0.00
Sept		\$0.00		0.00		\$0.00	0 \$0.00
Oct		\$0.00		0.00		\$0.00	0 \$0.00
Nov		\$0.00		0.00		\$0.00	0 \$0.00
Dec		\$0.00		0.00		\$0.00	0 \$0.00
Jan		\$0.00		0.00		\$0.00	0 \$0.00
Feb		\$0.00		0.00		\$0.00	0 \$0.00
March		\$0.00		0.00		\$0.00	0 \$0.00
April		\$0.00		0.00		\$0.00	0 \$0.00
May		\$0.00		0.00		\$0.00	0 \$0.00
June		\$0.00		0.00		\$0.00	0 \$0.00
Totals	356	\$306,555.33	94	\$644,772.99	313	\$128,985.22	763 \$1,080,313.54

Payroll:							
	2017/2018 Checks		2017/2018 Electronic Payments				2017/2018 Totals
	No.	Amount	No.	Amount			No. Amount
July	16	\$22,852.69	471	\$840,369.75			487 \$863,222.44
Aug		0.00		\$0.00			0 \$0.00
Sept		0.00		\$0.00			0 \$0.00
Oct		0.00		\$0.00			0 \$0.00
Nov		0.00		\$0.00			0 \$0.00
Dec		0.00		\$0.00			0 \$0.00
Jan		0.00		\$0.00			0 \$0.00
Feb		0.00		\$0.00			0 \$0.00
March		0.00		\$0.00			0 \$0.00
April		0.00		\$0.00			0 \$0.00
May		0.00		\$0.00			0 \$0.00
June							
Totals	16	\$22,852.69	471	\$840,369.75			487 \$863,222.44

Accounts Payable:						
	2016/2017			2017/2018		
	# Payments	Monthly Total	Cumulative Total	# Payments	Monthly Total	Cumulative Total
July	762	\$1,749,984.30	\$1,749,984.30	763	\$1,080,313.94	\$1,080,313.94
August	1,136	1,503,524.87	\$3,253,509.17			\$1,080,313.94
September	2,375	2,934,417.01	\$6,187,926.18			\$1,080,313.94
October	1,209	2,004,705.24	\$8,192,631.42			\$1,080,313.94
November	1,250	1,347,236.47	\$9,539,867.89			\$1,080,313.94
December	938	1,412,453.87	\$10,952,321.76			\$1,080,313.94
January	1,107	1,635,852.54	\$12,588,174.30			\$1,080,313.94
February	2,242	2,882,221.89	\$15,470,396.19			\$1,080,313.94
March	1,261	1,825,032.97	\$17,295,429.16			\$1,080,313.94
April	1,081	1,297,310.33	\$18,592,739.49			\$1,080,313.94
May	1,153	1,496,524.31	\$20,089,263.80			\$1,080,313.94
June	1,338	2,067,457.98	\$22,156,721.78			
Totals	15,852	\$22,156,721.78		763	\$1,080,313.94	

Payroll:						
	2016/2017			2017/2018		
	# Payments	Monthly Total	Cumulative Total	# Payments	Monthly Total	Cumulative Total
July	446	\$846,753.71	\$846,753.71	487	\$863,222.44	\$863,222.44
August	399	801,638.84	\$1,648,392.55		-	\$863,222.44
September	412	818,300.55	\$2,466,693.10		-	\$863,222.44
October	473	867,945.45	\$3,334,638.55		-	\$863,222.44
November	489	873,144.03	\$4,207,782.58		-	\$863,222.44
December	491	949,002.41	\$5,156,784.99		-	\$863,222.44
January	442	809,817.83	\$5,966,602.82		-	\$863,222.44
February	481	872,600.89	\$6,839,203.71		-	\$863,222.44
March	492	885,719.09	\$7,724,922.80		-	\$863,222.44
April	484	918,654.83	\$8,643,577.63		-	\$863,222.44
May	501	945,637.71	\$9,589,215.34		0.00	\$863,222.44
June	465	875,215.12	\$10,464,430.46			
Totals	5575	\$10,464,430.46		487	\$863,222.44	



OFFICE OF THE PRESIDENT

Item 5.3.2

PRESENT TO BOARD: AUGUST 23, 2017

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: PROPERTY DELETIONS

Authorization is requested to delete items on the following list of assets totaling \$36,473.01 from SFSC property records.

Tag #	Date Purchased	Description	Cost	Condition Code
5880	08/15/1988	Scranton Test Scorer	\$1,708.94	Poor
10545	06/20/1997	Videonics TM-3000 Title Maker	\$1,277.00	Poor
12705	04/12/2001	Dell Computer 733 MHz Pentium III	\$1,252.57	Poor
12789	06/04/2001	Hewlett Packard LaserJet 4100N Printer	\$1,355.45	Poor
13748	05/03/2004	Symposium Lectern	\$8,218.38	Poor
14071	08/23/2005	E-Z Go Electric Golf Cart	\$4,986.00	Poor
14163	04/10/2006	Video Broadcast Server	\$16,248.00	Poor
14885	08/09/2007	AX410400 Alpha Bed- Electric	\$1,426.67	Poor
Total			\$36,473.01	

SUGGESTED MOTION:

Move to approve the deletion of College property as presented.

6.0 Planning and Policy Issues

7.0 Academic and Student Matters



OFFICE OF THE PRESIDENT

Item 7.1

PRESENT TO BOARD: AUGUST 23, 2017

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 DELETION

Request approval to delete occupational program and its related course. Deleting program due to high costs to operate and low enrollment; effective Fall 2017 (201810). Program being transformed and reformed as a CWE program.

➤ **Commercial Vehicle Driving (OC) #3260**

- Delete TRA 0081 – Commercial Vehicle Driving – Tractor Trailer Truck Driver

II. PROGRAM REVISIONS

Request approval to revise automotive collision program length, title, and CIP# to align with FLDOE curriculum framework; effective Fall 2017 (201810):

➤ **Automotive Collision Repair and Refinishing OC #3210**

- Change Title to Automotive Collision Technology Technician
- Change CIP# from 0647060300 to 0647060306
- Change Length from 1380 to 1400 contact hours
 - ARR 0330L Science of Unibody Repair Lab from 180 to 200 contact hours
 - ARR 0949 Co-op Work Experience in Auto Collision from 240 to 260 contact hours

Request approval to remove the Tests of Adult Basic Education (TABE) as an admission requirement to the Emergency Medical Technician (EMT) program; FLDOE no longer considers TABE as EMT entry requirement. No change in program length; effective Fall 2017 (201810):

- **Emergency Medical Technician ATD #2810**

III. COURSE ADDITION

Request approval to add MAT 1033L course to provide extra assistance to students who are experiencing difficulty in meeting the requirements in the Intermediate Algebra course; effective Spring 2018 (201820):

- **MAT 1033L Intermediate Algebra Lab (1 cr. hr.)**

IV. COURSE REVISIONS

Request approval to add “with a grade of C or higher” to the following cosmetology courses’ prerequisite and/or corequisite to promote successful passing in both COS courses and state board licensure exam; effective Fall 2017 (201810):

- **COS 0080 Cosmetology Concepts I** - add to corequisite “with a grade of C or higher”
- **COS 0080L Salon I** - add to corequisite “with a grade of C or higher”
- **COS 0081 Cosmetology Concepts II** - add to prerequisite and corequisite “with a grade of C or higher”
- **COS 0081L Salon II** - add to prerequisite and corequisite “with a grade of C or higher”
- **COS 0082 Cosmetology Concepts III** - add to prerequisite and corequisite “with a grade of C or higher”
- **COS 0082L Salon III** - add to prerequisite and corequisite “with a grade of C or higher”

SUGGESTED MOTION:

Move to approve the curriculum proposals as presented.

8.0 Purchasing and Other Action Items

9.0 Reports



OFFICE OF THE PRESIDENT

Item 9.1

PRESENT TO BOARD: AUGUST 23, 2017

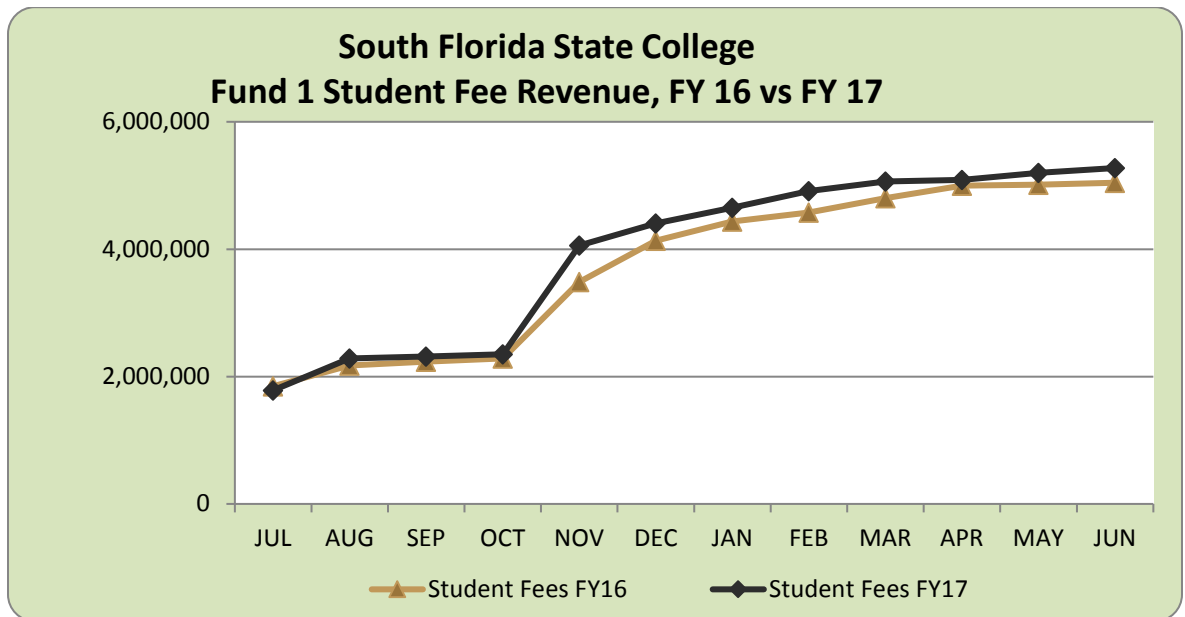
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

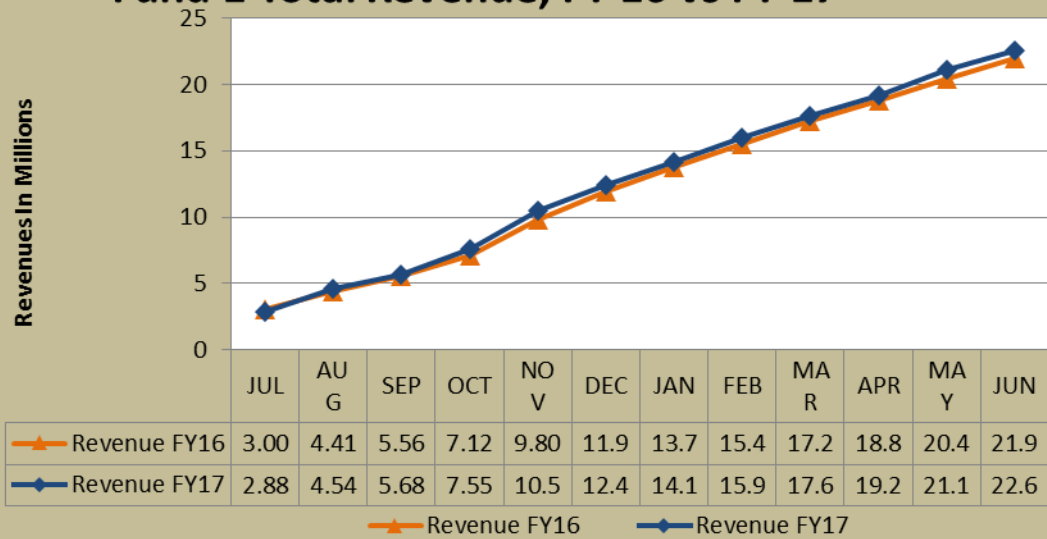
SUBJECT: FINANCIAL REPORT SUMMARY & GRAPHS – **INFORMATION ITEM**

Enclosed for your review two sets of graphs and revenue and expenditure summaries compared to budgeted funds within the Operating Budget for both FY 2016-17 and 2017-18 year-to-date.

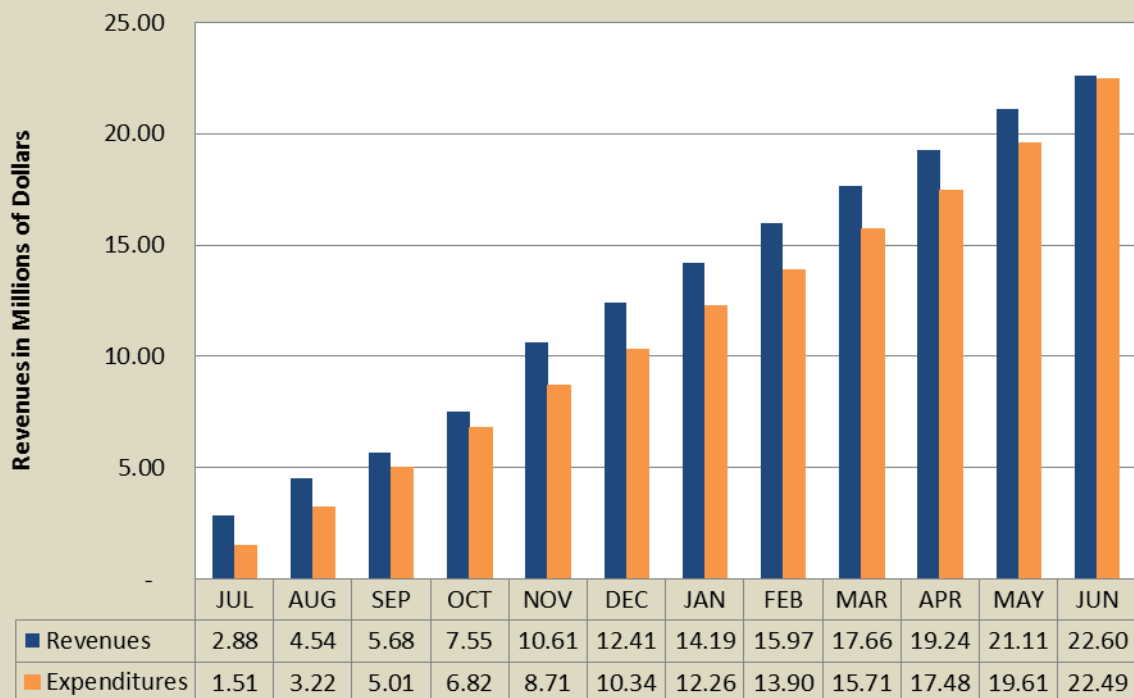
End of June 2017- End of FY 2016-17



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

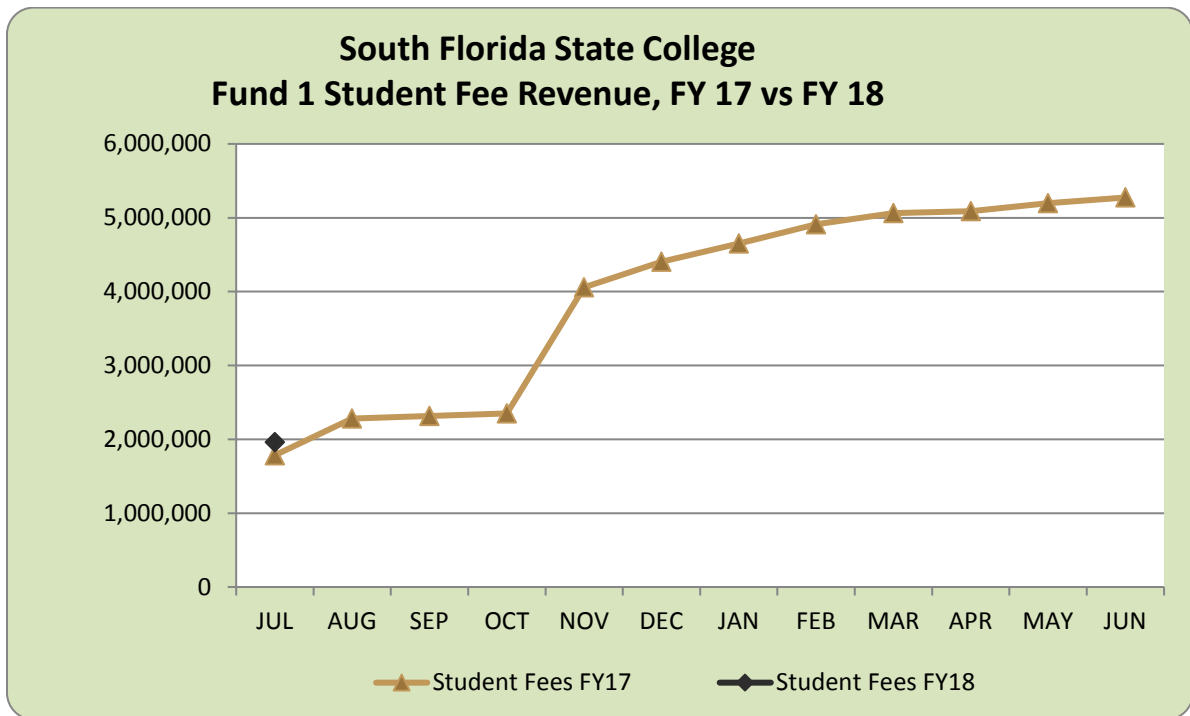


South Florida State College Fund 1 Total Revenues & Expenditures FY 17

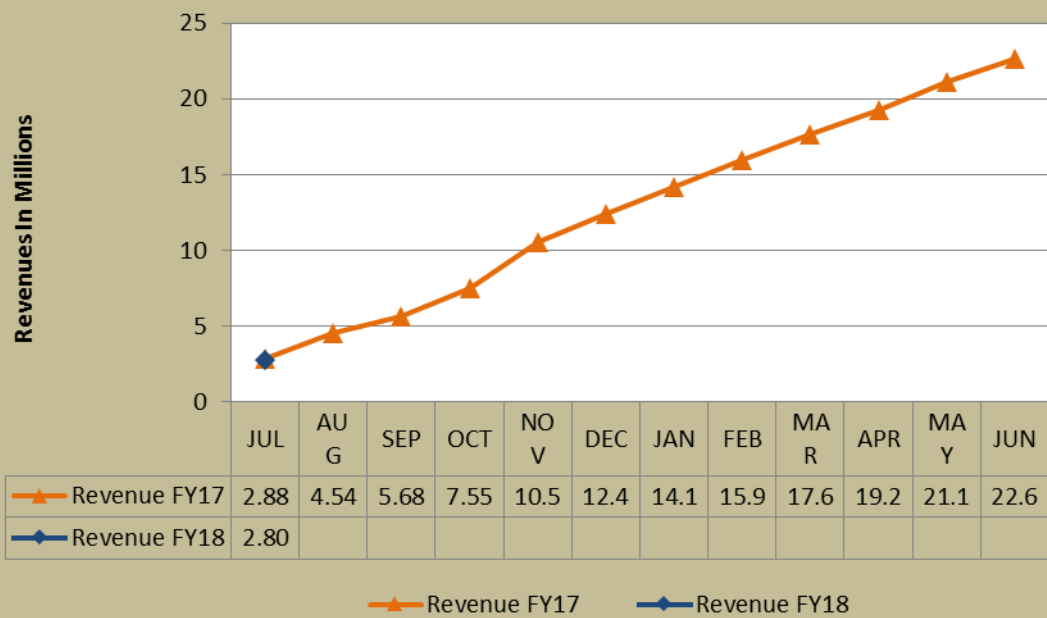


South Florida State College					
Revenue and Expenditures for Fund 1					
For Month Ended June 30, 2017					
Code	Account Title	Budget Amount	Amount	Difference	Percentage Collected/Spent to Date
401-403XX	Tuition and Out of State Fees	4,126,317.00	4,036,418.97	89,898.03	97.82%
404XX	Lab Fees	469,801.00	496,684.03	(26,883.03)	105.72%
408XX	Technology Fees	187,797.00	183,562.99	4,234.01	97.75%
405-407XX, 409XX	Other Student Fees	128,724.00	125,365.36	3,358.64	97.39%
41600	Grants and Contracts from Counties	543,327.00	532,114.03	11,212.97	97.94%
42110	FCSPF-General Revenue	11,732,171.00	11,732,919.00	(748.00)	100.01%
4215X	Performance Based Incentive	918,946.00	1,003,288.95	(84,342.95)	109.18%
42210	CO&DS Entitlement	1,100.00	1,656.00	(556.00)	150.55%
42610	FCSPF-Lottery	3,829,925.00	3,829,925.00	-	100.00%
429XX, 439XX	Indirect Costs Recovered	145,750.00	158,198.78	(12,448.78)	108.54%
441-44300	Cash/Non-Cash Contributions and Gifts	12,127.00	67,141.10	(55,014.10)	553.65%
46400	Use of College Facilities	109,301.00	107,123.04	2,177.96	98.01%
466XX, 467XX	Other Sales and Services	244,496.00	255,584.62	(11,088.62)	104.54%
48100	Interest and Dividends	7,082.00	11,090.44	(4,008.44)	156.60%
487XX, 489XX	Fines and Penalties/Miscellaneous	31,337.00	32,329.98	(992.98)	103.17%
49XXX	Transfers and Other Revenues	200,643.00	26,634.92	174,008.08	13.27%
	Total Revenue	\$22,688,844.00	\$22,600,037.21	\$ 88,806.79	99.61%
51XXX	Management	1,701,807.00	1,724,251.52	(22,444.52)	101.32%
52XXX	Instructional	4,540,970.00	4,592,517.70	(51,547.70)	101.14%
53XXX	Other Professional	2,811,681.20	2,744,370.45	67,310.75	97.61%
54XXX	Career Staff	2,603,835.00	2,476,450.11	127,384.89	95.11%
56XXX	Other Professional-Instructional	1,217,380.00	1,242,077.96	(24,697.96)	102.03%
57XXX	Other Professional-Tech/Clerical/Trade	120,427.00	123,393.17	(2,966.17)	102.46%
58XXX	Student Employment	25,000.00	16,316.04	8,683.96	65.26%
58500	Employees Awards	11,500.00	11,900.00	(400.00)	103.48%
59XXX	Benefits	4,277,399.80	3,840,432.51	436,967.29	89.78%
	Total Personnel	\$17,310,000.00	\$16,771,709.46	\$ 538,290.54	96.89%
605XX	Travel	277,870.00	239,197.09	38,672.91	86.08%
61000	Freight and Postage	30,125.00	11,812.16	18,312.84	39.21%
615XX	Telecommunications	76,000.00	62,613.06	13,386.94	82.39%
62000	Printing	82,255.00	26,087.91	56,167.09	31.72%
625XX	Repairs and Maintenance	1,094,890.61	1,323,498.58	(228,607.97)	120.88%
63000	Rentals	160,515.00	168,938.23	(8,423.23)	105.25%
635XX, 637XX	Insurance	360,750.00	337,317.70	23,432.30	93.50%
640XX	Utilities	1,315,670.00	1,297,831.65	17,838.35	98.64%
645XX	Other Services	741,219.00	788,459.13	(47,240.13)	106.37%
64700	Grant Aid	4,280.00	6,431.50	(2,151.50)	150.27%
650XX	Professional Fees	240,450.00	187,823.89	52,626.11	78.11%
655XX	Education Office/Dept Material Supp	511,580.00	502,370.37	9,209.63	98.20%
657XX	Data Software	37,250.00	16,980.32	20,269.68	45.58%
66000	Maint/Construction Material/Supp	293,500.00	255,436.32	38,063.68	87.03%
665XX	Other Materials and Supplies	152,548.84	187,570.06	(35,021.22)	122.96%
670XX	Subscriptions/Library	50,100.00	53,316.10	(3,216.10)	106.42%
675XX	Purchases for Resale	50,505.00	42,992.36	7,512.64	85.12%
680XX	Scholarships	48,000.00	54,348.00	(6,348.00)	113.23%
69XXX	Transfers and Other Expenses	207,450.00	27,603.08	179,846.92	13.31%
	Total Current Expenses	\$ 5,734,958.45	\$ 5,590,627.51	\$ 144,330.94	97.48%
706XX	Minor Equipment >1000<5000	32,000.00	20,375.29	11,624.71	63.67%
71000	Furniture and Equipment	20,000.00	105,819.88	(85,819.88)	529.10%
	Total Capital Outlay	\$ 52,000.00	\$ 126,195.17	\$ (74,195.17)	242.68%

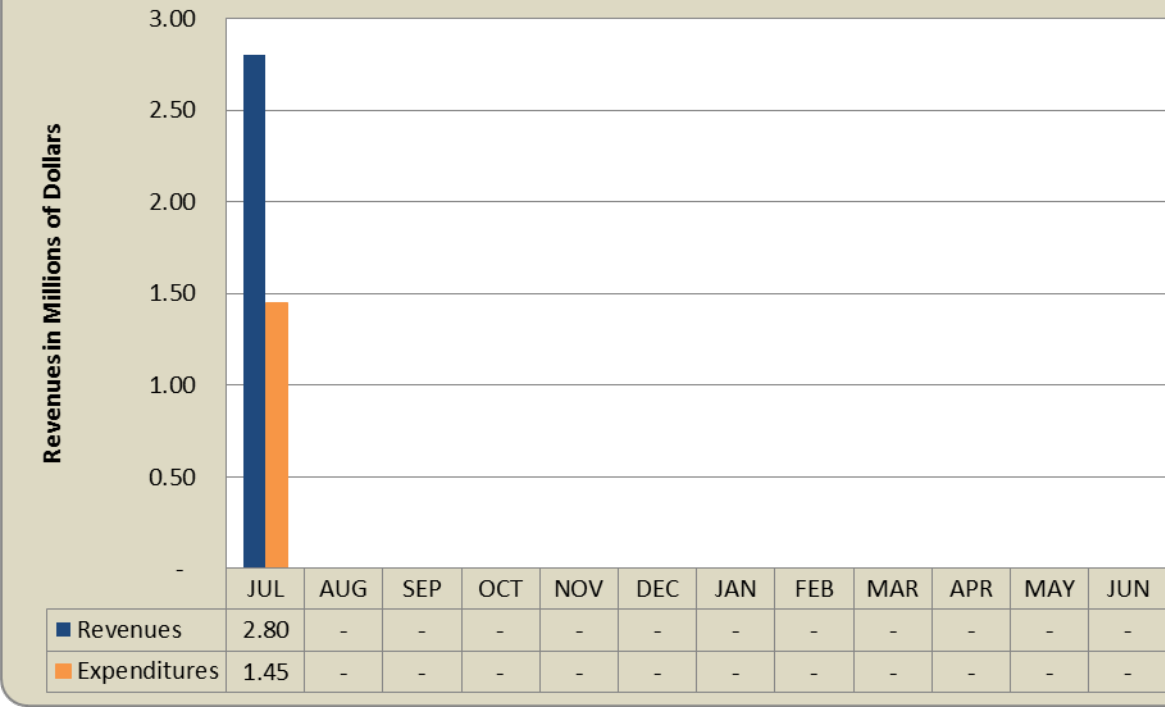
2017-18 Year-to-Date



South Florida State College Fund 1 Total Revenue, FY 17 vs FY 18



South Florida State College Fund 1 Total Revenues & Expenditures FY 18



South Florida State College					
Revenue and Expenditures for Fund 1					
For Month Ended July 31, 2017					
Code	Account Title	Budget Amount	Amount	Difference	Percentage Collected/Spent to Date
401-403XX	Tuition and Out of State Fees	4,114,317.00	1,746,875.88	2,367,441.12	42.46%
404XX	Lab Fees	465,175.00	118,960.31	346,214.69	25.57%
408XX	Technology Fees	190,605.00	72,287.99	118,317.01	37.93%
405-407XX, 409XX	Other Student Fees	125,845.00	21,243.66	104,601.34	16.88%
416XX	Grants and Contracts from Counties	532,000.00	-	532,000.00	0.00%
42110	FCSPF-General Revenue	12,080,566.00	828,113.00	11,252,453.00	6.85%
4215X	Performance Based Incentive	951,584.00	-	951,584.00	0.00%
42210	CO&DS Entitlement	1,100.00	-	1,100.00	0.00%
42610	FCSPF-Lottery	3,264,719.00	-	3,264,719.00	0.00%
429XX, 439XX	Indirect Costs Recovered	92,750.00	5,310.69	87,439.31	5.73%
441-44300	Cash/Non-Cash Contributions and Gifts	14,000.00	-	14,000.00	0.00%
46400	Use of College Facilities	125,000.00	3,613.70	121,386.30	2.89%
466XX, 467XX	Other Sales and Services	247,055.00	797.65	246,257.35	0.32%
48100	Interest and Dividends	7,700.00	1,257.22	6,442.78	16.33%
487XX, 489XX	Fines and Penalties/Miscellaneous	42,255.00	1,153.49	41,101.51	2.73%
49XXX	Transfers and Other Revenues	200,000.00	38.84	199,961.16	0.02%
	Total Revenue	\$22,454,671.00	\$ 2,799,652.43	\$ 19,655,018.57	12.47%
51XXX	Management	1,798,560.00	143,296.63	1,655,263.37	7.97%
52XXX	Instructional	4,543,044.00	116,373.98	4,426,670.02	2.56%
53XXX	Other Professional	2,870,723.00	230,014.86	2,640,708.14	8.01%
54XXX	Career Staff	2,646,264.00	199,279.62	2,446,984.38	7.53%
56XXX	Other Professional-Instructional	1,273,680.00	2,027.00	1,271,653.00	0.16%
57XXX	Other Professional-Tech/Clerical/Trade	120,427.00	3,604.67	116,822.33	2.99%
58XXX	Student Employment	25,000.00		25,000.00	0.00%
58500	Employees Awards	123,500.00		123,500.00	0.00%
59XXX	Benefits	4,232,300.00	234,002.94	3,998,297.06	5.53%
	Total Personnel	\$17,633,498.00	\$ 928,599.70	\$ 16,704,898.30	5.27%
605XX	Travel	293,695.00	11,341.49	282,353.51	3.86%
61000	Freight and Postage	23,620.00	4,773.83	18,846.17	20.21%
615XX	Telecommunications	62,000.00		62,000.00	0.00%
62000	Printing	42,260.00	134.10	42,125.90	0.32%
625XX	Repairs and Maintenance	978,544.00	66,554.24	911,989.76	6.80%
63000	Rentals	162,810.00	7,213.00	155,597.00	4.43%
635XX, 637XX	Insurance	364,250.00	230,339.00	133,911.00	63.24%
640XX	Utilities	1,425,170.00	77,513.32	1,347,656.68	5.44%
645XX	Other Services	767,061.00	74,957.48	692,103.52	9.77%
64700	Grant Aid	4,280.00	192.00	4,088.00	4.49%
650XX	Professional Fees	190,100.00	500.00	189,600.00	0.26%
655XX	Education Office/Dept Material Supp	520,000.00	22,969.52	497,030.48	4.42%
657XX	Data Software	19,130.00	4,750.00	14,380.00	24.83%
66000	Maint/Construction Material/Supp	293,500.00	7,205.44	286,294.56	2.46%
665XX	Other Materials and Supplies	142,465.00	273.25	142,191.75	0.19%
670XX	Subscriptions/Library	49,500.00	6,106.12	43,393.88	12.34%
675XX	Purchases for Resale	42,500.00	8.50	42,491.50	0.02%
680XX	Scholarships	45,000.00	1,025.00	43,975.00	2.28%
69XXX	Transfers and Other Expenses	125,000.00	81.75	124,918.25	0.07%
	Total Current Expenses	\$ 5,550,885.00	\$ 515,938.04	\$ 5,034,946.96	9.29%
706XX	Minor Equipment >1000<5000	5,000.00	6,800.00	(1,800.00)	136.00%
71000	Furniture and Equipment	70,000.00		70,000.00	0.00%
	Total Capital Outlay	\$ 75,000.00	\$ 6,800.00	\$ 68,200.00	9.07%



OFFICE OF THE PRESIDENT

Item 9.2

PRESENT TO BOARD: AUGUST 23, 2017

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 chart presented is a summary listing of all donations and pledges made to the SFSC Foundation since the July 2017 meeting of the College District Board of Trustees. The included dates are July 5 through August 9, 2017. The total amount being reported is **\$18,332.56**

II. **Foundation Update**

A. Employee Appreciation Lunches

B. Jacaranda Open House – September 21

C. Million Dollar Shoot Out – January 18-20, 2018

South Florida State College Foundation, Inc
Gift Summary Report 7/5/17 - 8/9/17

Fund ID	Fund Description	Gift Count	Cash	Pledges	Other	Total
1000	Unrestricted	21	\$264.00	\$0.00	\$0.00	\$264.00
2000	Jacaranda Restoration Fund	2	\$6.00	\$0.00	\$2,730.00	\$2,736.00
5011	SFSC General Scholarship	6	\$91.00	\$0.00	\$0.00	\$91.00
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	5	\$51.56	\$0.00	\$0.00	\$51.56
5032	SFSC Library Donations	3	\$35.00	\$0.00	\$0.00	\$35.00
5045	Athletic Booster Club	3	\$140.00	\$0.00	\$0.00	\$140.00
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 S'ship	3	\$125.00	\$0.00	\$0.00	\$125.00
5158	TSIC Scholarships	7	\$52.00	\$0.00	\$0.00	\$52.00
5165	External Scholarship	14	\$14,437.50	\$0.00	\$0.00	\$14,437.50
6005	Partnership Project	6	\$345.00	\$0.00	\$0.00	\$345.00
Grand Totals:		74	\$15,602.56	\$0.00	\$2,730.00	\$18,332.56

74 Gift(s) listed

63 Donor(s) listed



OFFICE OF THE PRESIDENT

Item 9.3

PRESENT TO BOARD: AUGUST 23, 2017

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANTS DEVELOPMENT AND FEDERAL RELATIONS REPORT

Submitted Proposals

No new proposals were submitted between July 17 and August 22, 2017

Proposals in Development

Title: Project e-DEFENSE
Source: Florida's Job Growth Grant Program
Amount: \$1,200,000 estimated
Description: A proposal is being developed to fund instructional expenses, technology, and facility upgrades needed to launch the Electronic Warfare Technician training program.

Title: Bridges to the Baccalaureate
Source: National Institute of Health (NIH)
Amount: \$1,500,000
Description: Funds will be requested to enhance instructional capacity and student support services for the Biomedical Science program under the FUSE partnership with the University of South Florida. A special emphasis will be placed on increasing enrollment and success of minority and female students.

Federal Update

Brief update on relevant federal activity.