



**SFSC
District Board of Trustees
Regular Meeting
February 21, 2018**

**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: FEBRUARY 21, 2018

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 February 21, 2018 be adopted.

SUGGESTED MOTION:

Move to adopt the agenda of the regular meeting of February 21, 2018 as presented.

**REGULAR MEETING AGENDA
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
HIGHLANDS CAMPUS
February 21, 2018
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 – January 24, 2018
 - 1.3 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 – Panther Youth Partners Update
- 5.0 Consent Agenda Action Items
 - 5.1 Personnel Actions
 - 5.2 Agreements and Contracts
 - 5.2.1 Affiliation Agreement – American Heart Association
 - 5.2.2 Training Provider Agreement – CareerSource Heartland
 - 5.3 Operating Actions
 - 5.3.1 Monthly Accounts Payable & Payroll Check Register
 - 5.3.2 Property Deletions
- 6.0 Planning and Policy Issues
 - 6.1 Policy Development
 - 6.1.1 Policy 5.22 Work Schedules
- 7.0 Academic and Student Matters
 - 7.1 Curriculum Proposals
- 8.0 Other Action Items
 - 8.1 Award of Bid for Re-Roofing Project at the Crews Center
- 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: FEBRUARY 21, 2018

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: MINUTES – REGULAR MEETING – JANUARY 24, 2018

It is recommended that the minutes of the regular meeting held January 24, 2018 as presented and recorded in the Supplemental Minute Book, be approved.

SUGGESTED MOTION:

Move to approve the minutes of the January 24, 2018 regular meeting as presented.

**MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
JANUARY 24, 2018**

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

Excused: Mrs. Kris Y. Rider

Staff Present:	Mrs. Jamie Bateman	Mrs. Ashley Bennett	Mr. Erik Christensen
	Dr. Robert Flores	Dr. Deborah Fuschetti	Ms. Cindy Garren
	Mr. Don Kesterson	Mrs. Melissa Kuehnle	Dr. Michele Heston
	Ms. Melissa Lee	Mr. Glenn Little	Dr. Lindsay Lynch
	Mr. Lynn MacNeill	Ms. Tasha Morales	Mrs. Daisy Ramirez
	Dr. Sidney Valentine	Dr. Chris van der Kaay	Mrs. June Weyrauch
	Dr. Tim Wise		

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. Tim Backer.

1.0 PRELIMINARY MATTERS

1.1 Adoption of Agenda

Mr. Lambert made a motion, seconded by Mrs. Cullens, to adopt the agenda of the regular meeting held January 24, 2018 as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, and Mr. Wright. **Motion carried by unanimous vote.**

1.2 Approval of Minutes

1.2.1 Planning Workshop Minutes

Mrs. Puckorius made a motion, seconded by Mr. Wright, to approve the minutes of the planning workshop held December 6, 2017 as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, and Mr. Wright. **Motion carried by unanimous vote.**

1.2.2 Regular Meeting Minutes

Mrs. Puckorius made a motion, seconded by Mrs. Cullens, to approve the minutes of the regular meeting held December 6, 2017 as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, and Mr. Wright. **Motion carried by unanimous vote.**

1.3 Review of Agenda Master Calendar

The Agenda Master Calendar was reviewed. No changes were recommended.

2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITIONS

2.1 New Employee Introductions

Employee	Position	Supervisor	Hired
Daisy Ramirez	Coordinator, Student and Academic Success	Tasha Morales	10/02/17

Dr. Leitzel introduced Ms. Tasha Morales and gave a brief background on her to the Board.

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; full-time career staff; resignations; and adjunct faculty 2017-18, academic year as needed.

(EXHIBIT "A")

5.2 Agreements and Contracts

5.2.1 Approved the renewal agreement with Good Shepherd Hospice, Inc. as presented.

(EXHIBIT "B")

5.3 Operational Actions

5.3.1 Monthly Accounts Payable/Payroll Check Register

Approved the monthly accounts payable/monthly payroll check registers and summary for months of November 2017 and December 2017.

(EXHIBIT "C")

5.3.2 Property Deletion and Disposal

Approved the deletion and disposal of College property as presented.

(EXHIBIT "D")

Mrs. Puckorius made a motion, seconded by Mrs. Cullens, to approve the Consent Agenda, Items 5.1 through 5.3.2 as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, and Mr. Wright. **Motion carried by unanimous vote.**

6.0 PLANNING AND POLICY ISSUES

6.1 Policy Development

6.1.1 Policy 5.22 Work Schedules

Mr. Little presented for discussion proposed changes to Policy 5.22 Work Schedules.
(EXHIBIT "E")

Mr. Bryan questioned the wording "the classroom and laboratory" in the proposed changes.
Mr. Little gave an explanation to the wording in question.

Mrs. Cullens made a motion, seconded by Mrs. Puckorius, to table consideration of changes to Policy 5.22 until the February 21 meeting. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, and Mr. Wright. **Motion carried by unanimous vote.**

7.0 ACADEMIC AND STUDENT MATTERS

7.1 2018-2019 Academic Calendar

Dr. Valentine presented the 2018-2019 SFSC Academic Calendar. *(EXHIBIT "F")*

Mr. Wright made a motion, seconded by Mr. Bryan, to approve the 2018-2019 Academic Calendar as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, and Mr. Wright. **Motion carried by unanimous vote.**

7.2 SACSCOC FIFTH YEAR INTERIM REPORT

Dr. Valentine reported to the Board on the status of the institution's compliance with the 17 select standards of the Principles of Accreditation. Dr. Leitzel shared that SFSC received zero recommendations. He congratulated Dr. Valentine on his leadership during the accreditation review and reporting and also recognized his team on their hard work.

8.0 PURCHASING AND OTHER ACTION ITEMS

8.1 President's Annual Performance Review

Mr. Backer reported that after reviewing Dr. Leitzel's evaluations submitted to Mrs. Pam Karlson, College Attorney, from the Trustees, he found that Dr. Leitzel had met and exceeded the performance indicators on which the evaluation was based. Mr. Backer then asked for a motion to accept the extension of a three year continuing contract for Dr. Leitzel through June 30, 2021.

Mrs. Puckorius made a motion, seconded by Mr. Lambert, to accept the evaluations results and extend a three year continuing contract for Dr. Leitzel through June 30, 2021. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, and Mr. Wright. **Motion carried by unanimous vote.**

Mr. Backer shared that he had a conference with Dr. Leitzel about the Trustees performance evaluations. Mr. Backer requested College Attorney Karlson work with staff to prepare the appropriate documents to reflect the Board's action. Dr. Leitzel thanked the Board for their support and for their exceptional leadership.

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 December 2017. (*EXHIBIT "G"*)

9.2 Foundation Report

Mrs. Bateman reported that the South Florida State College Foundation, Inc. had received donations and pledges in the amount of **\$108,478.03** from November 15 through January 9, 2018. Mrs. Bateman shared a recap of this year's Foundation Christmas luncheon. There were 159 attendees which totaled \$8,180 income and a profit of \$3,810.60. She also shared the Shauna Norwood is SFSC's 6th winner of the Leaders 4 Life \$40,000 scholarship. Mrs. Bateman reported on the Inaugural Million Dollar Hole-in-One Golf Shootout event. This event was created to replace the Panther 5k athletic fundraiser. She shared that we had 64 participants, 12 qualifiers, and 4 winners. The event raised \$10,431 income and a profit of \$4,371. Mrs. Bateman announced that she has already scheduled the event for next year with Sun'N Lake Golfcourse for January 17-20, 2019.

9.3 Resource Development

I. Grants Development Report

Dr. Lynch distributed and reviewed the Grants Development Report dated 1/24/18. Dr. Lynch shared that we are entering grant season and a very busy time where she will be writing and submitting proposals.

II. Proposals in Development

A. Advanced Manufacturing and Machining Education Program

Florida's Job Growth Grant Program	\$1,000,000
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B. Developing Undergraduate Research Opportunities

National Science Foundation	TBD
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C. Project e-DEFENSE

Office of Naval Research	TBD
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III. Submitted Grant Proposals

A. Retired and Senior Volunteer Program (R.S.V.P.)

Corporation for National and Community Service	\$44,534
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IV. Federal Legislative Report

No report.

9.4 President's Report

Dr. Leitzel reported on the following college activities:

1. Welcomed Mr. Lambert following his surgery.
2. Gave condolences to Mrs. Karlson on her father's passing.
3. Shared that the 2017 SFSC Year in Review will be on the college website through the end of the month.
4. Shared highlights from December 2017: reported on Fall Commencement; EMT Graduation; Law Enforcement Graduation; Law Enforcement Crossover Graduation; Leader 4 Life – Shauna Norwood; 2017 Meritorious Awards.
5. Announced Spring Enrollment is up 2.4%

6. Shared the new creative campaign for the Title V HSI Stem grant. The publications will be in Spanish.
7. Highlighted participation in the Million Dollar Hole-in-One Golf Shootout event.
8. Congratulated Mrs. Cullens as the newly elected Legislative Liaison for the AFC Trustees Commission Executive Committee.
9. Provided updates to the Legislative Session (third week of the session); Governor Scott's initial budget; FCS main legislative request for \$286 million increase.
10. Shared major bills demanding attention – SB 540 and HB 831
11. Reported on meetings with Reps. Pigman and Albritton. Ms. Keaton Alexander attended the meetings. Mr. Derek Whitis attended the House Appropriations Sub-Committee hearing.
12. Asked Mr. Little to report on the FCS budget. Mr. Little reported FSC budget has an increased base of \$23.5 million but there is a reduction in the operating budget. Mr. Little gave a brief description on the FCS budget reports.
13. Highlighted College up-coming events – College For A Day; Minority Male Initiative; ACEN Visitation Team.
14. Shared that the College is following with interest the possibility of Highlands County Tourist Development Council increasing the local tourist tax.

9.5 Board Attorney's Report

Mrs. Karlson reported that she has not been able to meet with Dr. Leitzel and Mr. Little on her follow-up review of the policy/procedure for Freedom of Speech. Due to personal issues she has asked to postpone the full report. Mrs. Karlson thanked everyone for their support over the loss of her father.

9.6 Board Members' Reports

Mrs. Puckorius wished everyone a Happy Valentine's day.

Mr. Bryan had to leave the meeting due to a scheduling conflict just prior to his report.

Mr. Lambert thanked everyone for their continued support.

Mr. Wright shared a story about Ms. Tasha Morales' presentation at his rotary club. He shared that she did a wonderful job.

Dr. Kirschner stated no report.

Mrs. Cullens stated no report.

9.7 Board Chair Report

Mr. Backer thanked everyone for their work at the end of the year. He shared that the DeSoto County Sheriff's Office is making a presence at the DeSoto campus. Mr. Backer shared he received a phone call from Governor Scott along with Mr. Bryan and Dr. Kirschner regarding reappointment.

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 2:55 p.m.



OFFICE OF THE PRESIDENT

Item 1.3

PRESENT TO BOARD: FEBRUARY 21, 2018

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: REVIEW OF AGENDA MASTER CALENDAR

Information:

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

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

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District Board of Trustees Agenda Master Calendar

FEBRUARY 2018		MARCH 2018		APRIL 2018	
3	Florida Hospital Gala	11-18	Spring Break	25	Board Meeting, 1 PM Highlands Campus
11-14	ACCT Legislative Summit Washington, D.C.	28	Board Meeting, 1 PM Highlands Campus	26	SFSC Foundation Gala
21	Board Meeting, 1 PM Highlands Campus				
MAY 2018		JUNE 2018		JULY 2018	
3	Spring Commencement	27	Board Meeting, 1 PM Highlands Campus	18	*Board Meeting, 1 PM Highlands Campus
23	Budget Workshop 10 AM, followed by Board Meeting, 1 PM, Highlands Campus				
AUGUST 2018		SEPTEMBER 2018		OCTOBER 2018	
22	*Board Meeting, 1 PM Highlands Campus	26	*Board Meeting, 1 PM Highlands Campus	24	*Board Meeting, 1 PM Highlands Campus
NOVEMBER 2018		DECEMBER 2018		JANUARY 2019	
28	*No Board Meeting	5	*Board Meeting, 1 PM Highlands Campus *Planning Workshop, TBD Highlands Campus	23	*Board Meeting, 1 PM Highlands Campus

New Addition

Tentative *

2.0 Communications, Introductions, and Recognitions



OFFICE OF THE PRESIDENT

Item 2.1

PRESENT TO BOARD: FEBRUARY 21, 2018

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: NEW EMPLOYEE INTRODUCTION

Employee	Position	Supervisor	Hired
Ellen Austra	Staff Assistant I, Lake Placid Center	Jennifer Tollison	11/01/17
Vickie Brown	Program Specialist, Panther Youth Partners	Leah Sauls	10/16/17
Robert Frank	Lead Instructor, Engineering	Erik Christensen	11/15/17
Theresa Lethbridge	Coordinator, Clinical Experience & Nursing Lab	Mary von Merveldt	11/01/17
Angie Otero	Staff Assistant I, Student Services	Deborah Fuschetti	10/02/17
Mary Ellen Powrie	Instructor, Nursing	Mary von Merveldt	11/01/17



OFFICE OF THE PRESIDENT

Item 2.2

PRESENT TO BOARD: FEBRUARY 21, 2018

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: EMPLOYEE RETIREMENT RECOGNITION

Employee	Position	Dates of Service
Benjamin Carter Jr.	Director, Outreach and Academic Support	12/09/96-06/30/03; 08/01/07-02/28/18

RECOMMENDATION:

Move to recognize the retirement of Benjamin Carter Jr. for his 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: FEBRUARY 21, 2018

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.

	<i>CONSENT AGENDA ACTION ITEMS</i>	Page
5.1	Personnel Actions	21
5.2	Agreements and Contracts	22
	5.2.1 Affiliation Agreement – American Heart Association	
	5.2.2 Training Provider Agreement – CareerSource Heartland	
5.3	Operating Actions	24
	5.3.1 Monthly Accounts Payable & Payroll Check Register	
	5.3.2 Property Deletions	



OFFICE OF THE PRESIDENT

Item 5.1

PRESENT TO BOARD: FEBRUARY 21, 2018

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. RESIGNATIONS:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Hintz, Lynn	Assistant Registrar	01/30/18

II. REAPPOINTMENTS, VICE PRESIDENTS, 2018-19:

<u>Name</u>
Little, Glenn W.
Valentine, Sidney E., Jr.

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

<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Algarin Alvarez, Jhazeel	ABE/GED/ESOL	II
Castro, Lilibeth	ABE/GED/ESOL	III
Kogelschatz, Rebekah	Fitness	II
Krauklis, Shellie	EMS Programs	IV
Mundell, Heather	Criminal Justice	III
Murga, Ramon	Radiography	IIIB
Sheasley, Barbara J.	Business Administration	IV

SUGGESTED MOTION:

Move to approve the personnel recommendations as presented.



OFFICE OF THE PRESIDENT

Item 5.2.1

PRESENT TO BOARD: FEBRUARY 21, 2018

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: AFFILIATION AGREEMENT – AMERICAN HEART ASSOCIATION

Approval is requested to enter into a **new** affiliation agreement between the American Heart Association and South Florida State College for the purpose of delivering Advanced Cardiac Life Support training and Pediatric Advanced Life Support training as an approved training center. The contract renews annually.

SUGGESTED MOTION:

Move to approve the new agreement between American Heart Association and South Florida State College as presented.



OFFICE OF THE PRESIDENT

Item 5.2.2

PRESENT TO BOARD: FEBRUARY 21, 2018

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: TRAINING PROVIDER AGREEMENT – CAREERSOURCE HEARTLAND

Approval is requested to **renew** a training provider agreement between CareerSource Heartland and South Florida State College for the purpose of providing funding to support its participants. The contract renews annually.

SUGGESTED MOTION:

Move to approve the renewal agreement between CareerSource Heartland and South Florida State College as presented.



OFFICE OF THE PRESIDENT

Item 5.3.1

PRESENT TO BOARD: FEBRUARY 21, 2018

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 January 2018 is enclosed. Detailed information related to expenditures to date is available during normal business hours in the College Business Office.

SUGGESTED MOTION:

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

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

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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	236	\$708,630.18	167	\$834,914.11	796	\$363,980.64	1199	\$1,907,524.93
Sept	1333	\$1,399,069.70	123	\$25,610.39	531	\$142,072.82	1987	\$2,066,752.91
Oct	661	\$1,141,811.92	193	\$1,176,245.17	625	\$192,778.43	1479	\$2,510,835.52
Nov	511	\$634,345.68	163	\$970,996.43	718	\$160,928.64	1392	\$1,766,270.75
Dec	333	\$353,363.28	129	\$721,721.45	540	\$142,847.96	1002	\$1,217,932.69
Jan	278	\$660,441.05	130	\$723,965.64	604	\$200,998.92	1012	\$1,585,405.61
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	3708	\$5,204,217.14	999	\$5,598,226.18	4127	\$1,332,592.63	8834	\$12,135,035.95

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	21	\$29,585.03	382	\$798,670.08			403	\$828,255.11
Sept	20	\$27,384.48	418	\$820,642.19			438	\$848,026.67
Oct	16	\$21,091.96	446	\$848,433.09			462	\$869,525.05
Nov	20	\$31,021.47	481	\$1,099,131.17			501	\$1,130,152.64
Dec	13	\$29,367.65	495	\$965,863.15			508	\$995,230.80
Jan	26	\$28,665.55	439	\$831,069.59			465	\$859,735.14
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		\$0.00		\$0.00			0	\$0.00
Totals	132	\$189,968.83	3132	\$6,204,179.02			3264	\$6,394,147.85

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	\$1,080,313.54	\$1,080,313.54
August	1,136	\$1,503,524.87	\$3,253,509.17	1,199	\$1,907,524.93	\$2,987,838.47
September	2,375	\$2,934,417.01	\$6,187,926.18	1,987	\$2,066,752.91	\$5,054,591.38
October	1,209	\$2,004,705.24	\$8,192,631.42	1,479	\$2,510,835.52	\$7,565,426.90
November	1,250	\$1,347,236.47	\$9,539,867.89	1,392	\$1,766,270.75	\$9,331,697.65
December	938	\$1,412,453.87	\$10,952,321.76	1,002	\$1,217,932.69	\$10,549,630.34
January	1,107	\$1,635,852.54	\$12,588,174.30	1,012	\$1,585,405.61	\$12,135,035.95
February	2,242	\$2,882,221.89	\$15,470,396.19			
March	1,261	\$1,825,032.97	\$17,295,429.16			
April	1,081	\$1,297,310.33	\$18,592,739.49			
May	1,153	\$1,496,524.31	\$20,089,263.80			
June	1,338	\$2,067,457.98	\$22,156,721.78			
Totals	15,852	\$22,156,721.78		8,834	\$12,135,035.95	

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	403	\$828,255.11	\$1,691,477.55
September	412	\$818,300.55	\$2,466,693.10	438	\$848,026.67	\$2,539,504.22
October	473	\$867,945.45	\$3,334,638.55	462	\$869,525.05	\$3,409,029.27
November	489	\$873,144.03	\$4,207,782.58	501	\$1,130,152.64	\$4,539,181.91
December	491	\$949,002.41	\$5,156,784.99	508	\$995,230.80	\$5,534,412.71
January	442	\$809,817.83	\$5,966,602.82	465	\$859,735.14	\$6,394,147.85
February	481	\$872,600.89	\$6,839,203.71		-	
March	492	\$885,719.09	\$7,724,922.80		-	
April	484	\$918,654.83	\$8,643,577.63		-	
May	501	\$945,637.71	\$9,589,215.34			
June	465	\$875,215.12	\$10,464,430.46			
Totals	5575	\$10,464,430.46		3264	\$6,394,147.85	



OFFICE OF THE PRESIDENT

Item 5.3.2

PRESENT TO BOARD: FEBRUARY 21, 2018

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: PROPERTY DELETIONS

Approval is requested to delete items on the attached list of equipment totaling \$6,825.00 from SFSC property records. These items are beyond repair or obsolete. The items will be held in storage until their disposal or transfer to another government agency. The 1999 Chevrolet Tahoe, VIN: 1GNEC13R8XR124933, was donated by the Bureau of Fire and Arson Investigations, and as a condition of the donation, we are to return the vehicle to the Bureau of Fire and Arson Investigations at the time it is beyond repair or obsolete.

SUGGESTED MOTION:

Move to approve the deletion of College property as presented.

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

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South Florida State College
Disposal Items
February 2018

<u>Tag #</u>	<u>Date Purchased</u>	<u>Description</u>	<u>Cost</u>	<u>Condition Code</u>
14651	06/11/2007	1999 Chevy Tahoe	\$4,925.00	Poor
13894	12/16/2004	Hoshizaki ice machine	<u>\$1,900.00</u>	Poor
			\$6,825.00	

6.0 Planning and Policy Issues



OFFICE OF THE PRESIDENT

Item 6.1.1

PRESENT TO BOARD: FEBRUARY 21, 2018

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: POLICY DEVELOPMENT: POLICY 5.22 WORK SCHEDULES

Approval is requested to revise current DBOT Policy 5.22, Work Schedules, by updating the policy to clarify scheduling of office hours for instructional faculty, particularly for those teaching online courses. Providing a schedule of online office hours in proportion to online coursework as part of a faculty load is beneficial to students who are taking online courses. Many students taking online courses have difficulty coming to campus to meet with an instructor in an office setting, but feel comfortable doing so online. State Board of Education rule allows for flexibility as stated below:

6A-14.0491 Instructional Personnel – Availability to Students.

Each Florida College System institution board of trustees shall establish a policy on the availability of instructional personnel to students. The policy shall require full-time instructional faculty to schedule a minimum total of twenty-five hours per week for classroom contact hours and office hours as adjusted for assignments during non-traditional academic terms and non-traditional delivery. The policy shall require that the schedule of these hours to be publicly posted. Full-time instructional faculty shall be available to students during these posted hours according to the policy of the local board of trustees. Part-time faculty shall be available to students as prescribed by board policy.

Rulemaking Authority 1001.02(1), 1001.64(18) FS. Law Implemented 1001.64(18) FS. History–New 7-20-04.

Both the current and revised policies are provided to illustrate the recommended changes.

SUGGESTED MOTION:

Move to approve the revisions to current DBOT Policy 5.22 as presented.

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PROPOSED

SOUTH FLORIDA STATE COLLEGE DISTRICT BOARD OF TRUSTEES POLICIES

POLICY NO. 5.22

TITLE: WORK SCHEDULES

LEGAL AUTHORITY: FLORIDA STATUTE 1001.64 (18)
STATE BOARD OF EDUCATION RULE 6A-14.0491

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

The president is authorized to establish work schedules for college employees, in accordance with the following provisions:

1. The standard workweek for full-time college employees shall be 40 hours of work performed in a period of seven consecutive days, scheduled to meet the needs of the college.
2. A minimum of two and one-half hours, one-half hour per day, for meals is provided in addition to and during the scheduled workweek.
3. The 40 hour workweek for full-time instructional faculty shall include a minimum of 25 hours per week to include classroom and laboratory hours and scheduled office hours available to students. Full-time instructors teaching in clock-hour programs exceeding 25 hours per week shall schedule office hours by appointment as needed in addition to their assigned clock-hour instructional program. The classroom and laboratory contact hours and scheduled office hours must be scheduled at the assigned instructional site. Classroom contact hours and office hours may be adjusted for assignments during non-traditional academic terms and non-traditional delivery.
4. Counseling and library faculty shall schedule 40 hours to provide service to students and the public.
5. Part-time faculty shall schedule time available to students.
6. The regular work schedule for an individual employee or groups of employees may be changed to provide for the orderly and efficient operation of the college and maximum service to students and the community it serves.

HISTORY: Last ~~Reviewed~~ Revised ~~XX/XX/XX~~

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

Reviewed: 7/1/04, 7/1/07, 6/27/12

Revised: 3/17/88, 1/22/02, 9/23/09, xx/xx/xx

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

POLICY NO. 5.22

TITLE: WORK SCHEDULES

LEGAL AUTHORITY: FLORIDA STATUTE 1001.64 (18)
STATE BOARD OF EDUCATION RULE 6A-14.0491

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

The president is authorized to establish work schedules for college employees, in accordance with the following provisions:

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4. Counseling and library faculty shall schedule 40 hours to provide service to students and the public.
5. Part-time faculty shall schedule time available to students.
6. The regular work schedule for an individual employee or groups of employees may be changed to provide for the orderly and efficient operation of the college and maximum service to students and the community it serves.

HISTORY: Last Reviewed 6/27/12

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

Reviewed: 7/1/04, 7/1/07, 6/27/12

Revised: 3/17/88, 1/22/02, 9/23/09

7.0 Academic and Student Matters



OFFICE OF THE PRESIDENT

Item 7.1

PRESENT TO BOARD: FEBRUARY 21, 2018

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 REVISIONS

Request approval to increase following occupational program's length to 1050 contact hours according to FLDOE; effective Fall 2018 (201910):

➤ **Network Support Services OC #3370**

- Increase Length from 960 to 1050 contact hours
 - Add EEV 0598 Networking Software, Security and Administration 60 contact hours
 - Add EEV 0598L Networking Software, Security and Administration Lab 30 contact hours

Request approval to revise Radiography program's course structure to include updated didactic and clinical competency requirements recommended by the American Registry of Radiologic Technologists. No change to program length; effective Fall 2018 (201910):

➤ **Radiography AS #1650**

- Change HSC 1230C Methods of Patient Care from 3 to 4 credit hours
- Delete RTE 1804L Radiographic Clinical Education I (1 credit hour)

Request approval to revise all three landscape and horticulture programs' course structures to align with term schedules which will allow students to have clearer and more structured paths to obtain degrees. No change to program lengths; effective Fall 2018 (201910):

➤ **Landscape and Horticulture Technology AS #1620**

- Add AGR 2949 Co-op Education Training Assignment in Agriculture (2-3 credit hours) as an option to AGR 2915 Internship in Agriculture in Summer Term

- Move ORH 1010 Introduction to Horticulture from Second Fall Term to First Fall Term
- Move ORH 1220 Turfgrass Management from Second Spring Term to Second Fall Term
- Move SWS 1102 Soils and Fertilization from First Fall Term to Second Fall Term
- Move Social Science Elective from Second Fall Term to Second Spring Term

➤ **Landscape and Horticulture Professional CCC #3032**

- Move ORH 1220 Turfgrass Management from Summer Term to Fall Term

➤ **Landscape and Horticulture Technician CCC #3034**

- Move ORH 1220 Turfgrass Management from Summer Term to Fall Term

II. COURSE ADDITION

Request approval to add following co-op course for criminal justice majors. Elective course will provide criminal justice students the opportunity to experience first-hand criminal justice operations; effective Fall 2018 (201910):

➤ **CCJ 1949 Co-op Education Training Assignment in Criminal Justice (1-4 credit hours)**

III. COURSE REVISION

Request approval to add “or Instructor’s Approval” to the following co-op course’s prerequisite to verify the completion of CCJ 1929; effective Fall 2018 (201910):

➤ **CCJ 2949 Co-op Education Training Assignment in Criminal Justice**

SUGGESTED MOTION:

Move to approve the curriculum proposals as presented.

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8.0 Purchasing and Other Action Items



OFFICE OF THE PRESIDENT

UPDATED AGENDA ITEM 02/21/18

Item 8.1

PRESENT TO BOARD: FEBRUARY 21, 2018

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: AWARD OF BID FOR RE-ROOFING PROJECT AT THE CREWS CENTER

Roof and water intrusion damages were sustained at our Crews Center as the direct result of Hurricane Irma's impact. Furr & Wegman Architects, Inc. of Lakeland was consulted to provide the scope of work with specifications and drawings for a roof renovation. A new thermoplastic polyolefin (TPO) single membrane roof system with rigid insulation will be installed on top of the existing metal roof. The project includes miscellaneous demolition/replacement as required to accommodate the scope of work including, but not limited to damaged roof panels, cantilevered roof purlins, damaged wall girts, rooftop utility enclosure, top of wall metal closure panels, exterior aluminum porch soffit panels, gutters & downspouts.

The architect worked with our purchasing and facilities staff to ensure a competitive bid environment. An ITB (Invitation to Bid) was created, *ITB 18-01 Crews Center Overlay Re-Roofing & Misc. Repairs*, and released to the public on January 24, 2018 (sent to 23 potential bidders). Sealed bids were received from ten roofing contractors, with the lowest bid of \$88,422 from Barber & Associates, Inc. of Lakeland, Florida. The bid from Barber & Associates, Inc. is in compliance with all bid requirements, and reference checks were all positive. This firm has many years of successful experience working on large metal roof projects, within the past two years in the Lakeland area and over the past several decades out of Jacksonville.

It is recommended that we accept the lowest and best bid of \$88,422 submitted by Barber & Associates, Inc. for the aforementioned work at the Crews Center. College

staff have been working with FEMA and our insurance companies to minimize the financial impact to the College, with the College's contribution estimated to be \$10,000. Upon notice of award, the work is to be substantially complete within 60 days and fully completed within an additional 15 days of substantial completion.

SUGGESTED MOTION:

Move to award *ITB 18-01 Crews Center Overlay Re-Roofing and Misc. Repairs* project to Barber & Associates, Inc. for \$88, 422.

South Florida State College

ITB 18-01 Crews Center Overlay Re-Roofing & Misc. Repairs Tabulation

Vendor	Bid Amount
Barber & Associates, Inc.	\$88,422
Coronado Custom Homes, Inc.	\$95,800
Crowther Roofing	\$108,530
MarMer Construction, Inc.	\$109,950
Springer Peterson Roofing	\$119,687
Elite Roofing Services, Inc.	\$119,800
Southern Roofing Company	\$147,868
L. Cobb Construction, Inc.	\$156,170
R.F. Lusa & Sons Sheetmetal, Inc.	\$189,950
Sutter Roofing	\$263,440

Opened/Date: Deb J. Olson on 2/13/2018 at 3:00 pm

Opened/Date: Pam Vestal on 2/13/2018 at 3:00 pm

9.0 Reports



OFFICE OF THE PRESIDENT

Item 9.1

PRESENT TO BOARD: FEBRUARY 21, 2018

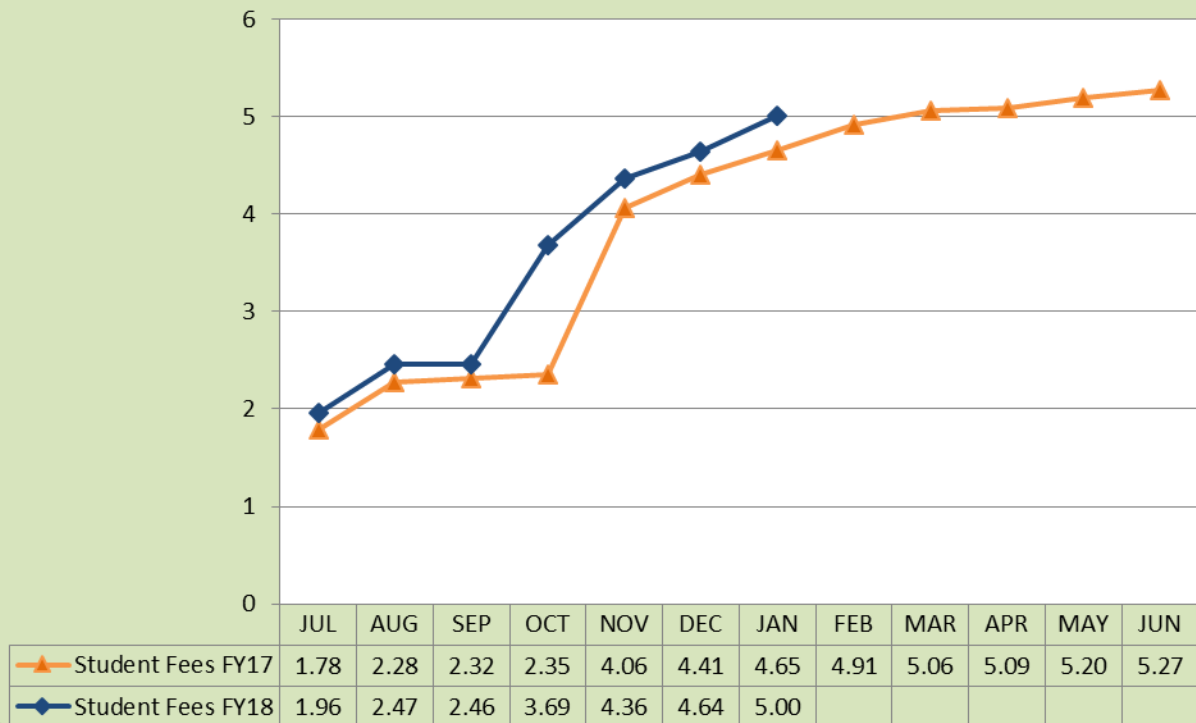
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

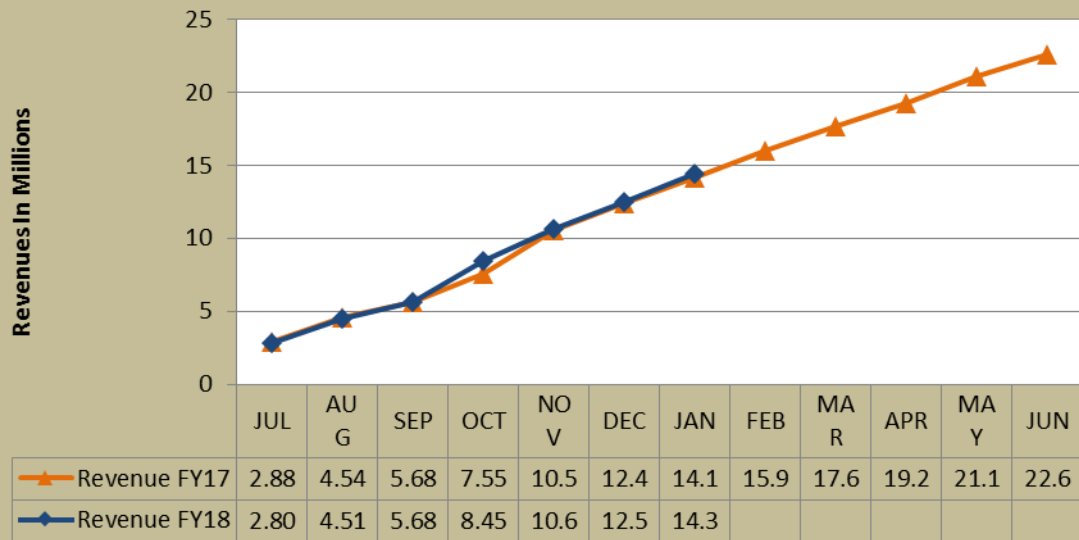
SUBJECT: FINANCIAL REPORT SUMMARY & GRAPHS – **INFORMATION ITEM**

Enclosed for your review are the graphs and a summary of revenues and expenditures compared to budgeted funds within the Operating Budget through January 2018.

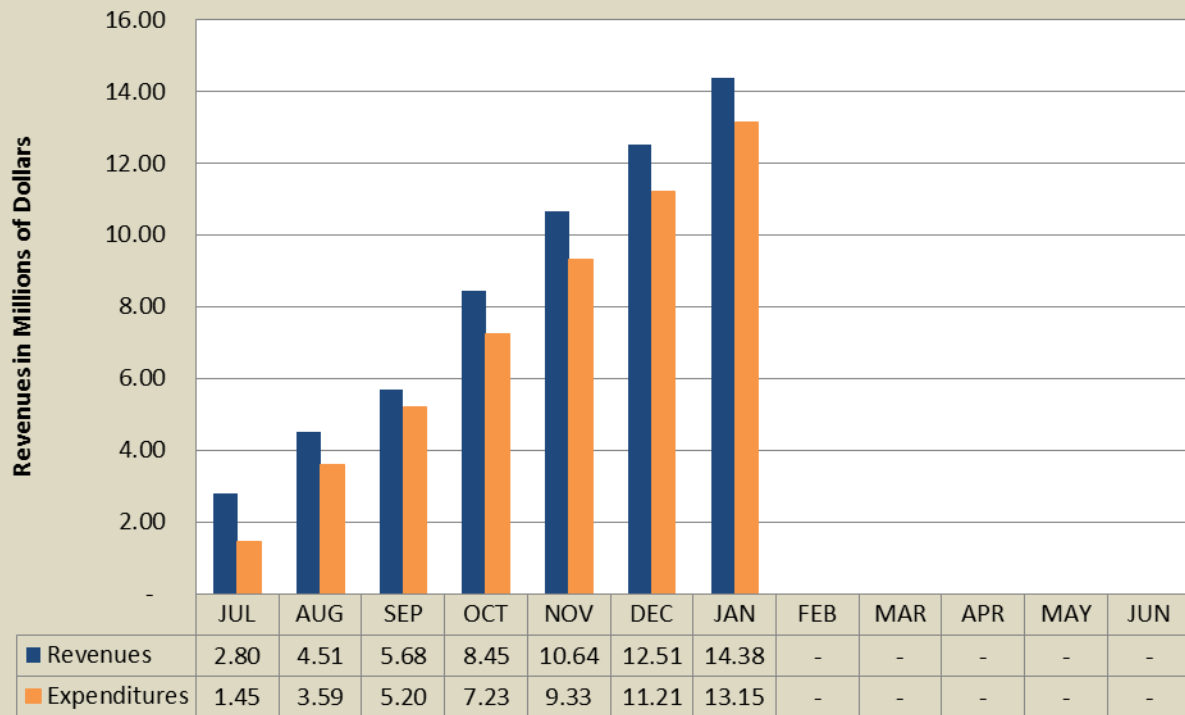
**South Florida State College
Fund 1 Student Fee Revenue, FY 17 vs FY 18**



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 January 31, 2018					
Code	Account Title	Budget Amount	Amount	Difference	Percentage Collected/Spent to Date
401-403XX	Tuition and Out of State Fees	4,114,317.00	4,327,849.23	(213,532.23)	105.19%
404XX	Lab Fees	465,175.00	418,070.00	47,105.00	89.87%
408XX	Technology Fees	190,605.00	174,771.31	15,833.69	91.69%
405-407XX, 409XX	Other Student Fees	125,845.00	83,267.12	42,577.88	66.17%
416XX	Grants and Contracts from Counties	532,000.00	50,000.00	482,000.00	9.40%
42110	FCSPF-General Revenue	12,080,566.00	7,047,654.00	5,032,912.00	58.34%
4215X	Performance Based Incentive	1,220,538.00	448,141.00	772,397.00	36.72%
42210	CO&DS Entitlement	1,100.00	-	1,100.00	0.00%
42610	FCSPF-Lottery	3,264,719.00	1,450,984.00	1,813,735.00	44.44%
429XX, 439XX	Indirect Costs Recovered	92,750.00	45,166.53	47,583.47	48.70%
441-44300	Cash/Non-Cash Contributions and Gifts	14,000.00	89,871.40	(75,871.40)	641.94%
46400	Use of College Facilities	125,000.00	38,683.05	86,316.95	30.95%
466XX, 467XX	Other Sales and Services	247,055.00	186,713.46	60,341.54	75.58%
48100	Interest and Dividends	7,700.00	2,079.66	5,620.34	27.01%
487XX, 489XX	Fines and Penalties/Miscellaneous	42,255.00	16,917.06	25,337.94	40.04%
49XXX	Transfers and Other Revenues	200,000.00	3,618.74	196,381.26	1.81%
	Total Revenue	\$22,723,625.00	\$14,383,786.56	\$ 8,339,838.44	63.30%
51XXX	Management	1,798,935.00	1,020,432.40	778,502.60	56.72%
52XXX	Instructional	4,525,719.00	2,332,573.89	2,193,145.11	51.54%
53XXX	Other Professional	2,748,547.00	1,693,156.64	1,055,390.36	61.60%
54XXX	Career Staff	2,567,045.00	1,477,246.76	1,089,798.24	57.55%
56XXX	Other Professional-Instructional	1,273,680.00	665,016.29	608,663.71	52.21%
57XXX	Other Professional-Tech/Clerical/Trade	133,099.00	66,542.21	66,556.79	49.99%
58XXX	Student Employment	25,000.00	6,808.09	18,191.91	27.23%
585XX	Employees Awards	265,498.00	275,625.37	(10,127.37)	103.81%
59XXX	Benefits	4,325,975.00	2,164,316.01	2,161,658.99	50.03%
	Total Personnel	\$17,663,498.00	\$ 9,701,717.66	\$ 7,961,780.34	54.93%
605XX	Travel	293,695.00	120,630.46	173,064.54	41.07%
61000	Freight and Postage	23,620.00	14,597.06	9,022.94	61.80%
615XX	Telecommunications	62,000.00	28,227.89	33,772.11	45.53%
62000	Printing	42,260.00	16,478.33	25,781.67	38.99%
625XX	Repairs and Maintenance	1,020,044.00	817,550.48	202,493.52	80.15%
63000	Rentals	162,810.00	93,243.96	69,566.04	57.27%
635XX, 637XX	Insurance	364,250.00	259,387.93	104,862.07	71.21%
640XX	Utilities	1,425,170.00	802,651.94	622,518.06	56.32%
645XX	Other Services	770,561.00	392,853.07	377,707.93	50.98%
64700	Grant Aid	4,280.00	1,645.00	2,635.00	38.43%
650XX	Professional Fees	190,100.00	103,822.49	86,277.51	54.61%
655XX	Education Office/Dept Material Supp	520,000.00	346,227.84	173,772.16	66.58%
657XX	Data Software	19,130.00	5,508.80	13,621.20	28.80%
66000	Maint/Construction Material/Supp	293,500.00	153,003.02	140,496.98	52.13%
665XX	Other Materials and Supplies	142,465.00	47,694.93	94,770.07	33.48%
670XX	Subscriptions/Library	49,500.00	40,776.36	8,723.64	82.38%
675XX	Purchases for Resale	42,500.00	19,560.60	22,939.40	46.02%
680XX	Scholarships	45,000.00	31,727.56	13,272.44	70.51%
69XXX	Transfers and Other Expenses	125,000.00	(3,428.85)	128,428.85	-2.74%
	Total Current Expenses	\$ 5,595,885.00	\$ 3,292,158.87	\$ 2,303,726.13	58.83%
706XX	Minor Equipment >1000<5000	76,093.00	82,825.20	(6,732.20)	108.85%
71000	Furniture and Equipment	70,000.00	76,500.00	(6,500.00)	109.29%
	Total Capital Outlay	\$ 146,093.00	\$ 159,325.20	\$ (13,232.20)	109.06%



OFFICE OF THE PRESIDENT

Item 9.2

PRESENT TO BOARD: FEBRUARY 21, 2018

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 January 2018 meeting of the College District Board of Trustees. The included dates are January 10, 2018 through February 6, 2018. The total amount reported is **\$3,601.00**.

II. Foundation Update

- A. College for a day Scholarship Donation
- B. TSIC Leadership Council
- C. Gala Planning
- D. Cookie Calls February 14-15th, 16 visits
- E. Interviewing for Foundation Board Attorney

South Florida State College Foundation, Inc

Gift Summary Report 1/10/18 - 2/6/18

Fund ID	Fund Description	Gift Count	Cash	Pledges	Other	Total
1000	Unrestricted	23	\$658.00	\$0.00	\$0.00	\$658.00
2000	Jacaranda Restoration Fund	1	\$6.00	\$0.00	\$0.00	\$6.00
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	4	\$28.50	\$0.00	\$0.00	\$28.50
5032	SFSC Library Donations	3	\$35.00	\$0.00	\$0.00	\$35.00
5045	Athletic Booster Club	3	\$35.00	\$0.00	\$0.00	\$35.00
5058	Take Stock In Children - Ops	1	\$10.00	\$0.00	\$0.00	\$10.00
5095	Dental Programs	2	\$25.00	\$0.00	\$27.60	\$52.60
5110	Highlands County Bar Assoc. S'ship	2	\$75.00	\$0.00	\$0.00	\$75.00
5117	Ed Morgan Scholarship	8	\$415.00	\$0.00	\$0.00	\$415.00
5130	Sebring Elks Club Scholarship	1	\$1,000.00	\$0.00	\$0.00	\$1,000.00
5158	TSIC Scholarships	11	\$302.00	\$0.00	\$0.00	\$302.00
6005	Partnership Project	6	\$900.00	\$0.00	\$0.00	\$900.00
Grand Totals:		73	\$3,601.00	\$0.00	\$27.60	\$3,628.60
73 Gift(s) listed						
63 Donor(s) listed						



OFFICE OF THE PRESIDENT

Item 9.3

PRESENT TO BOARD: FEBRUARY 21, 2018

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANTS DEVELOPMENT AND FEDERAL RELATIONS REPORT

Submitted Proposals

Title: **Performing Arts in Rural Florida**

Source: Visit Florida – Cultural, Heritage, Rural, and Nature Tourism Grant Program

Amount: \$5,000

Description: Funds have been requested to assist with production and distribution of the 2019 SFSC Performing Arts season brochure. This brochure will promote the Artist, Matinee, Trending Now, and Jazz Series performances.

Title: **Pygmy Fringe Tree Festival at MOFAC**

Source: Visit Florida – Cultural, Heritage, Rural, and Nature Tourism Grant Program

Amount: \$2,000

Description: Funds have been requested to enhance MOFAC's annual Pygmy Fringe Tree Festival. Grant funds will be used to add guest speakers and entertainment in an effort to double festival attendance. The festival is offered free of charge. In March 2017, 143 people attended the Pygmy Fringe Tree Festival.

Proposals in Development

Title: **Advanced Manufacturing and Machining Education Program**
Source: Florida's Job Growth Grant Program
Amount: \$1,000,000
Description: Funds will be requested to enhance SFSC's advanced manufacturing and production program offerings through addition of a mobile welding facility, automated logistics, and Millwright apprenticeship training program. Funds will be used for personnel, equipment, facility upgrades, and technology.

Title: **Developing Undergraduate Research Opportunities**
Source: National Science Foundation
Amount: TBD
Description: SFSC Natural Sciences faculty are developing several proposals to support enhanced undergraduate student participation in research activities.

Title: **Project e-DEFENSE**
Source: Office of Naval Research (ONR) Navy and Marine Corps Science, Technology, Engineering Mathematics (STEM), Education and Workforce Program
Amount: up to \$250,000 for 3 years
Description: Funds will be requested to assist with implementation of the e-DEFENSE training program, including faculty salaries, equipment, supplies, recruitment, and development of an additional Electronic Warfare Test and Evaluation certificate.

Federal Update

Brief update on relevant federal activity.