

**MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
APRIL 25, 2018**

Members Present: Mr. Tim Backer, Chair
Mr. Derren Bryan
Mrs. Tami Cullens, Vice Chair
Dr. Louis H. Kirschner
Mrs. Lana C. 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	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	Dr. Sidney Valentine
Dr. Chris van der Kaay	Mrs. June Weyrauch	Dr. Timothy Wise
Mrs. Mary VonMerveldt	Mr. Andrew Polk	Mrs. Michele DeVane
Mr. Richard Hitt	Mrs. Lisa Johnson-Decarie	Mr. Carlos Falla
Mr. Matthew Schaffer	Ms. Michelle MacBeth	Mr. Bobby Sconyers
Ms. Amy Bohan	Dr. James Hawker	Mrs. Asena Mott
Mrs. Renee LaDue	Mr. Pepito Montemayor	Dr. Charlotte Pressler
Mrs. Kendra Wellnitz	Ms. Tasha Morales	Ms. Dawn Pirsarski
Mrs. Tina Gottus	Ms. Lena Phelps	Mrs. Kathleen Cappel
Mr. Junior Gray		

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. Tim Backer.

1.0 PRELIMINARY MATTERS

1.1 Adoption of Agenda

Mrs. Cullens made a motion, seconded by Mr. Bryan, to adopt the agenda of the regular meeting held April 25, 2018 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. Bryan made a motion, seconded by Mrs. Puckorius, to approve the minutes of the regular meeting held March 28, 2018 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 Review of Agenda Master Calendar

The Agenda Master Calendar was reviewed. Dr. Leitzel asked the Board to review the June DBOT meeting date. Dr. Leitzel stated that we have couple of Trustees who have a conflict and will not be able to attend. Chairman Backer stated we will keep the June DBOT meeting date as is until all Trustees have a chance to check their schedules for any conflicts. No changes were recommended.

2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITIONS

2.1 New Employee Introductions

Employee	Position	Supervisor	Hired
Amy Bohan	Instructor, Biology	Dr. James Hawker	01/02/18
Pepito Montemayor	Custodian	Renee LaDue	01/08/18

3.0 PUBLIC COMMENT

None

4.0 PRESENTATION

4.1 Student Life, Activities, Services and Athletics

Dr. Tim Wise introduced Mr. Andrew Polk to the Board, who in turn, introduced the athletic coaches and they brought forward members of the Panther baseball, softball, volleyball, and cross country teams. Mr. Andrew Polk, student activities director, introduced members of the Student Government Association; along with advisors and members of clubs and organizations.

[\(EXHIBIT "A"\)](#)

4.2 SFSC Annual Equity Update Report

Dr. van der Kaay and Mr. Kesterson presented the SFSC 2017-18 Annual Equity Report Update. The report was presented for acceptance under Agenda Item 8.1. The Trustees received a copy of the full report. **[\(EXHIBIT "B"\)](#)**

5.0 CONSENT AGENDA ACTION ITEMS

5.1 Personnel Actions

Approved a list of appointments, full-time administrator; retirements; resignations; reappointments, full time professional; full time career staff; and adjunct faculty

2017-18, academic year as needed.

[\(EXHIBIT "C"\)](#)

5.2 Grant Award

5.2.1 Advertising for Little Slice of Heaven on Hwy 27

Highlands County Tourist Development Council \$ 1,000

5.2.2 Great Performances in Florida's Heartland

Florida Division of Cultural Affairs \$ 5,680

5.2.3 Heartland Games for Active Adults

Florida Sports Foundation \$ 1,500

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 month of March 2018.

[\(EXHIBIT "D"\)](#)

5.3.2 Uncollectible Debt

Approved the write off of uncollectible debt in the amount of \$27,444.04 as presented.

[\(EXHIBIT "E"\)](#)

Dr. Leitzel lifted out and highlighted new hire Dr. Michaela Tomova from the personnel section as the new Dean, Arts and Sciences. Dr. Leitzel gave a brief background on Ms. Tomova to the Board. He shared that Mr. Lynn MacNeill formally announced his retirement after 46 years of service. Dr. Leitzel thanked Mr. MacNeill for his many years of service. Dr. Leitzel shared with the Board that Ms. Karla Wyatt requested to move up her retirement from August 31 to June 30, 2018. Dr. Leitzel announced that Dr. Deborah Fuschetti has submitted her retirement. Dr. Leitzel announced to the Board that Dr. Lindsay Lynch has submitted her resignation and accepted a faculty position at University of Florida. He thanked Dr. Lynch for all her contributions to SFSC. He stated that she will be missed and that we are proud of her.

Mrs. Rider made a motion, seconded by Mr. Wright, 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, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

6.0 PLANNING AND POLICY ISSUES

6.1 Policy Revisions

Mr. Little shared that he, Dr. Leitzel and Mrs. Pam Karlson, Board Attorney, have been reviewing and working on revisions to college policies that deal with freedom of expression to bring SFSC in compliance with the Free Expression Act that was passed. Mrs. Karlson handed out to the Board the Free Expression bill that was passed in the legislative session. Mrs. Karlson presented in detail the revisions of each policy to the Board. Mrs. Karlson and Dr. Leitzel addressed questions from the Board.

6.1.1 Policy 2.11 Advertisements Posted on Bulletin Boards and Distribution of Signs, Handbills, and Advertising

Mrs. Karlson presented for discussion proposed changes to Policy 2.11 Advertisements Posted on Bulletin Boards and Distribution of Signs, Handbills, and Advertising. [\(EXHIBIT "F"\)](#)

6.1.2 Policy 2.13 Public Speakers and Invited Resource Personnel

Mrs. Karlson presented for discussion proposed changes to Policy 2.13 Public Speakers and Invited Resource Personnel. [\(EXHIBIT "G"\)](#)

6.1.3 Policy 5.23 Prohibited Discrimination

Mrs. Karlson presented for discussion proposed changes to Policy 5.23 Prohibited Discrimination. [\(EXHIBIT "H"\)](#)

Mr. Wright made a motion, seconded by Mr. Bryan, to table consideration of revisions to current DBOT policies 2.11, 2.13, and 5.23 until the May 23 meeting. 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.**

6.2 Policy Development

6.2.1 Policy 2.21 Free Expression

Mrs. Karlson presented for discussion the proposed new Policy 2.21 Free Expression to the Board. Mrs. Karlson stated that SFSC is adopting the rule of Florida Statute 1004.097 as our Free Expression policy. Mrs. Karlson gave a brief description of the new policy. [\(EXHIBIT "I"\)](#)

Mr. Wright made a motion, seconded by Mrs. Puckorius, to table consideration of the adoption of Policy 2.21 as presented until the May 23 meeting. 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.**

7.0 ACADEMIC AND STUDENT MATTERS

Dr. Valentine shared with the Board a brief update and description of the new dispatch program that will be offered at the college. He recognized the work of Mr. Curtis Ivy and Sheriff Blackman.

8.0 PURCHASING AND OTHER ACTION ITEMS

8.1 SFSC Annual Equity Report

The SFSC 2017-18 Annual Equity Update Report was presented for acceptance and to authorize its submission to the Florida Department of Education as presented under Agenda Item 4.2. [\(EXHIBIT "J"\)](#)

Mrs. Rider made a motion, seconded by Mrs. Cullen, to accept SFSC's 2018 Annual Equity Update report and to authorize its submission to the Florida Department of Education 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.**

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 March 2018. [\(EXHIBIT "K"\)](#)

9.2 Foundation Report

Mrs. Bateman reported that the South Florida State College Foundation, Inc. had received donations and pledges in the amount of **\$53,979.01** from March 7 through April 10, 2018. Mrs. Bateman shared that she received a check donation from the Arcadia VFW for \$5,000 for TSIC scholarships. They were present during a presentation given by our Student Success Coach, Danielle Ochoa. The Arcadia VFW was so impressed with Ms. Ochoa's presentation that they decided to donate. Mrs. Bateman gave a brief update on the Spring Foundation Gala. She shared that there will be 149 attendees, the Foundation event sponsor is Cowpokes Restaurant. Florida Hospital Heartland Division, Representative Ben Albritton, and the Thakkar Family Foundation are platinum sponsors. Lambert Realty and Highlands News Sun are gold sponsors and we have ten silver sponsorships. Mrs. Bateman announced the Foundation Executive Committee conducted interviews for the Foundation Board Attorney position and made the recommendation to offer the position to Mr. Bob Swaine. The offer was accepted. Mrs. Bateman shared with the Board that she attend the FCRD Spring Conference in Miami. She stated that she took away new ideas for the Alumni Association on engaging current students with fundraising initiatives. Mrs. Bateman announced this Friday, April 27 the Alumni Network lunch will be held at Demitris in Sebring. The week of May 7 is Teacher Appreciation week. The Foundation is asking alumni to recognize a professor they had while attending SFSC and make a donation on their behalf. Mrs. Bateman informed the Board that at the TSIC Scholarship presentation, they were able to sign twenty-seven 8th graders into the TSIC program; eighteen from Highlands County, four from Hardee County and five from DeSoto County.

9.3 Resource Development

I. Grants Development Report

Dr. Lynch distributed and reviewed the Grants Development Report dated 4/25/18. Dr. Lynch stated that it is grant season. She shared that she has been busy working on grant proposals. She informed the Board that she is currently working with Ms. Garren on grant proposals to cover expenses since cultural funding was cut in the legislative session. Dr. Lynch gave a brief background on grants in development and submitted proposals. Dr. Lynch shared with the Board a brief description of her new position at the University of Florida. She stated that part of her new role will be working with the Council of Presidents so, she will still be in touch with Dr. Leitzel.

II. Proposals in Development

A. Great Performances in Florida's Heartland

Florida Division of Cultural Affairs

\$ 90,000

B. Cultural Programs ArtWorks Projecs

National Endowment for the Arts (NEA) \$ 65,000

C. Perkins Grants

Florida Department of Education \$ 120,460 (Rural and Sparsely Populated)
\$ 172,165 (Postsecondary)

D. Migrant and Seasonal Farmworker Program

Florida Department of Education \$ 290,049

E. Decoding the Unique Biodiversity of the Lake Wales Ridge Ecosystem

National Science Foundation \$ 50,000

F. Project e-DEFENSE

Office of Naval Research (ONR) Navy and Marine Corps Science,
Technology, Engineering, Mathematics (STEM) Education and
Workforce Program Up to \$ 250,000 for 3 years

III. Submitted Proposals

A. Healthy Smiles for Highlands County

Highlands County Health Services \$ 19,000

IV. Federal Legislative Report

No report.

9.4 President's Report

Dr. Leitzel reported on the following college activities:

1. Shared a letter with the Board from the School Board of Highlands County pertaining to the migratory hawk issue on campus. Dr. Leitzel informed the Board that he responded to the School Board with a letter letting them know that the state approved the nest to be removed and it was removed by professionals.
2. Shared Employee Updates: Highlighted Dr. Fu Day at Panther Field – thanked Dr. Fu for all that she does; Mr. Christensen in Germany for training; and SFSC had an article in HACU a national publication.
3. Shared Trustee News: Mrs. Tami Cullens is a member on the Student Success Center an initiative of the The Florida College System.
4. Highlighted Student Events: NASA Student Institute Participants; PTK All-Florida Academic Team; Male Minority Initiative; SFSC Student Award Day and Lineman Rodeo.
5. Shared with Board the dates for the up-coming ACCT Leadership Congress. Asked Trustees to inform Mrs. Bennett if they will be attending as the hotel reservation deadline is May 20.
6. Reported that SFSC received specialized accreditation (RAD Tech) news. SFSC has been approved for eight years.
7. Highlighted the Employability Skills Panel on April 5. Dr. Leitzel thanked Mr. Bryan for his participation.
8. Graduations: EMT – April 4; Fire Minimum Standards – April 16; and Corrections – April 18.

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9. SFSC Spring Commencement Update: Commencement will be held May 3 and due to the large number of graduates we will be holding two ceremonies that evening.
10. Announced that the Cultural Arts REVEAL Dinner was successful event. Dr. Leitzel asked Ms. Garren to share with the Board the artist series performer lineup.
11. Asked Dr. Heston to give a brief overview of the 2nd Annual Conference on Caring held at SFSC on April 27.
12. Shared that the Spring Foundation Gala is April 26. Dr. Leitzel informed the Board that they will honor Senator J.D. Alexander, Ms. Keaton Alexander and Mr. Derek Whitis at the Gala and reveal the Mobile Welding lab.
13. Announced SFSC is hosting the AFC Region V Event April 27.
14. Thanked and shared that Trustee Bryan and his family are sponsoring students to attend the Leadercast event held by SFSC on May 4.

9.5 Board Attorney's Report

Mrs. Karlson stated no report.

9.6 Board Members' Reports

Mrs. Puckorius stated no report.

Mr. Bryan stated no report

Mr. Wright stated he would like Trustees to think about under-age drinking as they review and take under consideration alcohol on campus (wet labs) on the academic side.

Dr. Kirschner stated no report.

Mrs. Cullens stated no report.

Mrs. Kris Rider shared that her husband was awarded the Judge Kelly award earlier in the day at the Highlands County Bar Association Law Day Luncheon.

9.7 Board Chair Report

Mr. Backer stated no report.

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 3:43 p.m.