

**BUDGET WORKSHOP MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
MAY 23, 2018**

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

Staff Present: Mrs. Jamie Bateman Mrs. Ashley Bennett
Dr. Deborah Fuschetti Mr. Don Kesterson
Mrs. Melissa Kuehnle Mr. Glenn Little
Ms. Melissa Lee Dr. Lindsay Lynch
Ms. Robin Southwell Dr. Sidney Valentine
Dr. Chris van der Kaay Mrs. June Weyrauch

Excused: Mr. Ken Lambert Dr. Louis H. Kirschner Dr. Michele Heston
Dr. Tim Wise

CALL TO ORDER

The budget workshop of the District Board of Trustees was called to order at 10:10 a.m. on the Highlands Campus by Board Chair, Mr. Tim Backer.

1. 2018-2019 Budget Proposal

- a. Dr. Leitzel began the workshop with a summary of the 2018-2019 Budget Proposal.
- b. Vice President Little addressed the Status Reports – Summary of Fee Rates and Revenues; and the Summary of Expenditures. In his overview he noted that for the seventh consecutive year there are no proposed increases in tuition.
- c. Dr. van der Kaay explained the Planning Information – the Institutional Effectiveness Model, SFSC Assessment Budget and Planning Calendar, and the FTE Trend Information.
- d. Ms. Lee discussed Student Fee Rates 2018-2019 and the Proposed Revenue Budget.
- e. Vice President Little presented the Personnel Budget for Fiscal Year 2018-2019. He also provided a copy of the proposed SFSC Salary Schedule 2018-19 for the Trustees review.
- f. Vice President Little discussed the annualization of changes that occurred during the 2017-18 fiscal year. He addressed the reorganization of departments to gain efficiencies and to better align resources.

- g. Vice President Little addressed the reclassifications and salary equity adjustments for changes in responsibilities and/or professional development, including salary adjustments for faculty advancing in rank or meeting Salary Schedule milestone years of service goals (e.g. continuing contract status or ten (10) years of service).
- h. Ms. Melissa Lee reviewed the Current Expenditures and Capital Outlay Budget for Fiscal Year 2018-2019. She reported a projected fund balance for 6/30/18 of \$2,336,866 with a projected fund balance percentage of 9.13%. Ms. Lee also reported a proposed projected fund balance for 6/30/19 of \$1,804,260 with a projected fund balance percentage of 7.00%.
- j. Vice President Little discussed the Capital Outlay Budget for Fiscal Year 7/1/18-6/30/19.
- k. Vice President Little recommended Board action for the 2018-2019 Budget Proposal to take place during the regular Board meeting following the workshop.

2. COMMENTS

Mrs. Puckorius suggested page numbers to be included in the Budget Workshop packet and asked presenters to state whether or not they are referring to a slide in the presentation that is not included in the packets provided.

Mr. Wright had a question pertaining to PECO funding. Mr. Little addressed his question.

Dr. Leitzel commended Vice President Little, Mr. Kesterson, Ms. Southwell, Ms. Lee and Mrs. Weyrauch for their work on this year's budget preparation. He also recognized Dr. van der Kaay's contributions on planning and evaluation. Dr. Leitzel invited the Board to tour the "Little Slices of Heaven on US 27" exhibit in MOFAC. He commended Ms. Megan Steppe on her work in putting together the traveling exhibit.

There being no further discussion, the Budget Workshop adjourned at 11:48 a.m.