



**SFSC
District Board of Trustees
Regular Meeting
January 24, 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: JANUARY 24, 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 January 24, 2018 be adopted.

SUGGESTED MOTION:
Move to adopt the agenda of the regular meeting of January 24, 2018 as presented.

**REGULAR MEETING AGENDA
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
HIGHLANDS CAMPUS
January 24, 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 Planning Workshop – December 6, 2017
 - 1.2.2 Regular Meeting – December 6, 2017
 - 1.3 Review of Agenda Master Calendar
- 2.0 Communications, Introductions, and Recognition
 - 2.1 New Employee Introductions
- 3.0 Public Comment
- 4.0 Presentation
- 5.0 Consent Agenda Action Items
 - 5.1 Personnel Actions
 - 5.2 Agreements and Contracts
 - 5.2.1 Affiliation Agreement – Good Shepherd Hospice, Inc.
 - 5.3 Operating Actions
 - 5.3.1 Monthly Accounts Payable & Payroll Check Register
 - 5.3.2 Property Deletion and Disposal
- 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 2018-2019 Academic Calendar
 - 7.2 SACSCOC Fifth Year Interim Report
- 8.0 Other Action Items
 - 8.1 President’s Annual Performance Review
- 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: JANUARY 24, 2018

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: MINUTES – PLANNING WORKSHOP – DECEMBER 6, 2017

It is recommended that the minutes of the planning workshop held December 6, 2017 as presented and recorded in the Supplemental Minute Book, be approved.

SUGGESTED MOTION:

**Move to approve the minutes of the December 6, 2017
planning workshop as presented.**

**PLANNING WORKSHOP MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
DECEMBER 6, 2017**

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

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

Guests: Mrs. Barbara Kirschner

CALL TO ORDER

At 10:04 a.m., the Planning Workshop of the District Board of Trustees was called to order at the Highlands Campus by Board Chair, Mr. Tim Backer.

Dr. Leitzel gave a brief overview to the Board of the Planning Workshop. He shared some of the upcoming changes with the Florida Chamber and a short video. Dr. Leitzel presented the Florida 2030 Core recommendations to the Board. He highlighted Destination Initiatives and immediate operational priorities.

AFFIRMATION OF SFSC MISSION STATEMENT

The Board reviewed the current SFSC Mission Statement. Dr. Leitzel stated that the document would be recommended for affirmation during the regular Board meeting following the workshop. No changes were recommended.

CORE INDICATORS OF EFFECTIVENESS

Dr. van der Kaay presented the SFSC Core Indicators of Effectiveness: 2013-2017.

STRATEGIC PLANNING

Dr. van der Kaay presented the college's Strategic Plan 2018-2022 – Destination 2022 for the Trustee's review.

There being no further discussion, the Planning Workshop adjourned at 11:23 a.m.



OFFICE OF THE PRESIDENT

Item 1.2.2

PRESENT TO BOARD: JANUARY 24, 2018

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: MINUTES – REGULAR MEETING – DECEMBER 6, 2017

It is recommended that the minutes of the regular meeting held December 6, 2017 as presented and recorded in the Supplemental Minute Book, be approved.

SUGGESTED MOTION:

Move to approve the minutes of the December 6, 2017 regular meeting as presented.

**MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
DECEMBER 6, 2017**

Members Present: Mr. Tim Backer, Chair
Mr. Derren Bryan
Mrs. Tami Cullens, Vice Chair
Dr. Louis Kirschner
Mr. Ken Lambert
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	Mr. Erik Christensen
Mr. Steve Ashworth	Dr. Deborah Fuschetti	Dr. Robert Flores
Ms. Cindy Garren	Mr. Junior Gray	Mr. Don Kesterson
Mrs. Melissa Kuehne	Ms. Melissa Lee	Mr. Glenn Little
Dr. Lindsay Lynch	Mr. Lynn MacNeill	Dr. Deborah Milliken
Mr. Richard Shepard	Dr. Sidney Valentine	Dr. Chris van der Kaay
Mrs. Mary von Merveldt	Mrs. June Weyrauch	Dr. Tim Wise

Others Present: Mrs. Barbara Kirschner Mr. Mark Valero

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. Rider made a motion, seconded by Mrs. Cullens, to adopt the agenda 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, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

1.2 Approval of Minutes

1.2.1 Regular Meeting Minutes

Mr. Lambert made a motion, seconded by Mr. Wright, to approve the minutes of the regular meeting held October 25, 2017 as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

1.3 Review of Agenda Master Calendar

The Agenda Master Calendar was reviewed with no changes. Mrs. Puckorius asked that the Foundation Gala on April 26 be added to the Agenda Master Calendar.

2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITIONS

2.1 New Employee Introductions

The following new employees were introduced:

Employee	Position	Supervisor	Hired
Melissa Kuehnle	Director, Institutional Communications	Tom Leitzel	11/13/17
Michelle Stephens	Library Assistant II, Circulation	Lena Phelps	09/01/17

Dr. Leitzel introduced and gave a brief background on Mrs. Melissa Kuehnle to the Board.

3.0 PUBLIC COMMENT

None

4.0 PRESENTATION

4.1 Florida Blue Scholarship Presentation

Dr. Leitzel introduced Mrs. Jamie Bateman who stated that the 24 college students received scholarships from Florida Blue in the amount of \$10, 696 for nursing, EMS, radiography, and dental students. Mrs. Bateman also shared that the \$10,696 was matched by a local match partner bringing the total to **\$21,392**. The students were brought forward to receive their scholarship from Mrs. Tami Cullens, SFSC Trustee and a member of the Florida College System Foundation Board and Mrs. Jamie Bateman, Executive Director for Institutional Advancement for the SFSC Foundation.

5.0 CONSENT AGENDA ACTION ITEMS

5.1 Personnel Actions

Approved a list of appointments, full-time faculty; full-time professional staff; full-time career staff; resignations; adjunct faculty, 2017-18, academic year as needed.

(EXHIBIT "A")

5.2 Agreements and Contracts

5.2.1 Approved the new affiliation agreement with Highlands County Sheriff's Office as presented. *(EXHIBIT "B")*

5.2.2 Approved the agreement with CareerSource Heartland as presented.

(EXHIBIT "C")

5.3 Grant Awards

5.3.1 Health Sciences Integrated Healthcare Training Initiative

Highlands County Health Facilities Authority \$ 15,000

5.3.2 From Orange Juice to Olive Oil

USDA Specialty Crop Research Initiative \$ 150,000

Sub-Award through Florida Department of Agriculture

5.3.3 Energizing the Arts

Duke Energy Foundation \$ 6,700

5.4 Operational Actions

5.4.1 Monthly Accounts Payable/Payroll Check Register

Approved the monthly accounts payable/monthly payroll check registers and summaries through October 2017. *(EXHIBIT "D")*

5.4.2 Property Deletion

Approved the deletion of College property as presented.

(EXHIBIT "E")

Mr. Bryan asked for an explanation of item 5.2.1 of the Consent Agenda. Dr. Leitzel and Dr. Valentine explained what the new affiliation agreement entails.

Mrs. Puckorius made a motion, seconded by Mrs. Cullens, to approve the Consent Agenda, Items 5.1 through 5.4.2 as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

6.0 PLANNING AND POLICY ISSUES

None

7.0 ACADEMIC AND STUDENT MATTERS

7.1 Curriculum Proposals

Dr. Valentine introduced the curriculum proposals. *(EXHIBIT "F")*

Dr. Valentine shared that he and Dr. Leitzel just returned from the SACSCOC Annual Meeting held in Dallas, Texas. He gave a brief description of some of the meetings that he attended.

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

8.0 PURCHASING AND OTHER ACTION ITEMS

8.1 SFSC Mission Statement Affirmation

The Board reviewed the current SFSC Mission Statement. No changes were recommended. *EXHIBIT "G")*

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

8.2 Strategic Plan Approval

Dr. Leitzel presented the South Florida State College Strategic Plan 2018-2022 for approval. *(EXHIBIT "H")*

Mr. Wright made a motion, seconded by Mrs. Puckorius, to approve the South Florida State College Strategic Plan 2018-2022 as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

9.0 REPORTS

9.1 Financial Report

Ms. Lee reported on the financial graphs and summary of revenues and expenditures compared to budgeted funds within the Operating Budget through October 2017.

9.2 Foundation Report

Mrs. Bateman reported that the South Florida State College Foundation, Inc. had received donations and pledges in the amount of **\$274,047.63** from October 10 through November 14, 2017. Mrs. Bateman informed the Board that she could not include the proceeds from the Lake June property in this report. Mrs. Bateman reported that the Foundation exceeded its goal of \$5,000 for the first Giving Tuesday event. She announced that the Foundation Christmas luncheon will be held tomorrow, December 7 at the Hotel Jacaranda and that the Foundation will have 169 attendees. She shared that the Foundation is still advertising and receiving sponsorships for the Million Dollar Golf Shoot-Out. Mrs. Bateman reported that the Foundation Board approved the updates to the by-laws. Mrs. Bateman announced that the Foundation is continuing to grow the number of recipients of the Foundation Newsletter.

9.3 Grants Development and Federal Relations Report

I. Grants Development Report

Dr. Lynch distributed and reviewed the Grants Development Report dated 12/6/17. Dr. Lynch reported on submitted proposals and proposals in development. Dr. Lynch shared grant matrix handouts with the Board. Dr. Lynch gave a brief presentation highlighting the From Orange Juice to Olive Oil grant with the Board.

II. Proposals in Development

A. Advanced Manufacturing and Machining Education Program

Florida's Job Growth Grant Program \$1,000,000

B. Developing Undergraduate Research Opportunities

National Science Foundation TBD

C. Project e-DEFENSE

Office of Naval Research TBD

III. Submitted Grant Proposals

A. Matinee Series Advertising

Highlands County Tourist Development Council \$2,300

IV. Federal Legislative Report

None to report.

9.4 President's Report

Dr. Leitzel reported on the following college activities:

1. Shared the "Year In Review" video. Thanked Ms. Sharon Jones for her work on the graphics of the video.
2. Congratulated Mr. Wright on his reappointment to the District Board of Trustees by Governor Rick Scott. Thanked Governor Scott.
3. Shared that he and Mr. Lambert had a meeting with Senator Denise Grimsley to discuss the FCS Legislative priorities.
4. Updated and highlighted events from the AFC Annual Conference and SFSC recognitions.
5. Announced that SFSC Cross Country team went to Nationals in Iowa.

6. Thanked Dean Christensen for his work with on the Veterans Day program hosted at SFSC on November 10.
7. Legislative Update – COP recommended to add the FCS to the Constitutional Amendments with the language: “to have the FCS placed in the constitution in a manner that preserves local authority”.
8. Thanked Dr. van der Kaay and others for their work on the Aspen Prize application.
9. Announced the ACCT (NLS) will be held in Washington, D.C., February 11-14.
10. Shared SFSC Holiday video.

9.5 Board Attorney’s Report

Mrs. Karlson reported that she is researching and working on the current procedure pertaining to Freedom of Speech. Mrs. Karlson does not have the report to share but will keep the Board updated on her research. She wished everyone a Happy Holiday.

9.6 Board Members’ Reports

Mrs. Puckorius stated it is wonderful to be back and thanked everyone for the well wishes.

Mr. Bryan wished everyone a Merry Christmas.

Dr. Kirschner wished everyone a Merry Christmas.

Mr. Lambert wished everyone a Merry Christmas.

Mr. Wright reported on his reappointment interview with Governor Rick Scott.

Mrs. Cullens wished everyone a Merry Christmas. She shared is looking forward to Fall Commencement. Mrs. Cullens stated that she enjoyed presenting scholarships to the students today and this is what makes being a Trustee great.

Mrs. Rider wished everyone a Merry Christmas. She stated how wonderful it is to serve on the Board and is looking forward to Fall Commencement.

9.7 Board Chair Report

Mr. Backer reported on the response letter that Dr. Leitzel prepared for Governor Scott.

Mr. Backer asked to keep Mr. Lambert in prayers for an up-coming medical procedure. He wished everyone a Merry Christmas.

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 2:20 p.m.



OFFICE OF THE PRESIDENT

Item 1.3

PRESENT TO BOARD: JANUARY 24, 2018

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL

A handwritten signature in blue ink, appearing to read "Tom", is written over the name "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

JANUARY 2018	FEBRUARY 2018	MARCH 2018
<p>10-11 AFC Trustee Legislative Conference, Tallahassee, FL</p> <p>18-20 Million Dollar Hole In One Golf Shoot-Out</p> <p>24 Board Meeting, 1 PM Highlands Campus</p>	<p>3 Florida Hospital Gala</p> <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>28 Board Meeting, 1 PM Highlands Campus</p>
APRIL 2018	MAY 2018	JUNE 2018
<p>25 Board Meeting, 1 PM Highlands Campus</p> <p>26 SFSC Foundation Gala</p>	<p>3 Spring Commencement</p> <p>23 Budget Workshop 10 AM, followed by Board Meeting, 1 PM, Highlands Campus</p>	<p>27 Board Meeting, 1 PM Highlands Campus</p>
JULY 2018	AUGUST 2018	SEPTEMBER 2018
<p>18 *Board Meeting, 1 PM Highlands Campus</p>	<p>24 *Board Meeting, 1 PM Highlands Campus</p>	<p>26 *Board Meeting, 1 PM Highlands Campus</p>
OCTOBER 2018	NOVEMBER 2018	DECEMBER 2018
<p>24 *Board Meeting, 1 PM Highlands Campus</p>	<p>27 *No Board Meeting</p>	<p>5 *Board Meeting, 1 PM Highlands Campus</p> <p>*Planning Workshop, TBD Highlands Campus</p>

New Addition


Tentative *

2.0 *Communications, Introductions, and Recognitions*



OFFICE OF THE PRESIDENT

Item 2.1

PRESENT TO BOARD: JANUARY 24, 2018
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
FROM: THOMAS C. LEITZEL 
SUBJECT: NEW EMPLOYEE INTRODUCTION

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

3.0 *Public Comment*


4.0 Presentations

5.0 Consent Agenda Action Items



OFFICE OF THE PRESIDENT

Item 5.0

PRESENT TO BOARD: JANUARY 24, 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.

	CONSENT AGENDA ACTION ITEMS	Page
5.1	Personnel Actions	22
5.2	Agreements and Contracts	23
	5.2.1 Affiliation Agreement – Good Shepherd Hospice, Inc.	
5.3	Operating Actions	24
	5.3.1 Monthly Accounts Payable & Payroll Check Register	
	5.3.2 Property Deletion and Disposal	



OFFICE OF THE PRESIDENT

Item 5.1

PRESENT TO BOARD: JANUARY 24, 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. APPOINTMENTS, FULL-TIME FACULTY:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Bohan, Amy	Instructor, Biology	01/02/18

II. APPOINTMENTS, FULL-TIME PROFESSIONAL STAFF:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Wood, Joshua	Coordinator, Student and Academic Success	02/02/18

III. APPOINTMENTS, FULL-TIME CAREER SERVICES STAFF:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Montemayor, Pepito	Custodian	01/08/18

IV. RESIGNATIONS:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Land, Robert	Specialized Maintenance	01/02/18
Jackson, Melanie	Director, eLearning	01/08/18
Smalley, Renee	Staff Assistant II, Corporate and Community Education	01/12/18

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

<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Jessiman, Pamela	Painting with Watercolor Pens	IV

SUGGESTED MOTION:
Move to approve the personnel recommendations as presented.



OFFICE OF THE PRESIDENT

Item 5.2.1

PRESENT TO BOARD: JANUARY 24, 2018

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: AFFILIATION AGREEMENT – GOOD SHEPHERD HOSPICE, INC.

Approval is requested to **renew** the affiliation agreement between Good Shepherd Hospice, Inc. and South Florida State College for the purpose of making the facilities available to the College’s Nursing faculty and students allowing students to be responsible for clients’ care as allowed by Florida Statutes Chapter 466 and Florida Administrative Code Chapter 654B5. The contract renews annually.

SUGGESTED MOTION:

Move to approve the renewal agreement between Good Shepherd Hospice, Inc. and South Florida State College as presented.



OFFICE OF THE PRESIDENT

Item 5.3.1

PRESENT TO BOARD: DECEMBER 6, 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 December 2017 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 check registers for the months of November 2017 and December 2017 as presented.

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		\$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	3430	\$4,543,776.09	869	\$4,874,260.54	3523	\$1,131,593.71	7822	\$10,549,630.34

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		\$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		\$0.00		\$0.00	0	\$0.00
Totals	106	\$161,303.28	2693	\$5,373,109.43	2799	\$5,534,412.71

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			
February	2,242	\$2,882,221.89	\$15,470,396.19			
March	1,281	\$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		7,822	\$10,549,630.34	

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			
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		2799	\$5,534,412.71	



OFFICE OF THE PRESIDENT

Item 5.3.2

PRESENT TO BOARD: DECEMBER 6, 2017

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: PROPERTY DELETION AND DISPOSAL

Approval is requested to delete items on the attached list of equipment totaling \$245,961.76 from SFSC property records. These items have either been salvaged, are beyond repair, or are obsolete. The items will be held in storage until their disposal.

SUGGESTED MOTION:

Move to approve the deletion and disposal of College property as presented.

South Florida State College
Disposal Items
Jan-18

Tag #	Date Purchased	Description	Cost	Condition Code
4338	3/16/1984	Microfilm Cabinet	\$ 1,379.20	Poor
4689	10/30/1984	Hutch	\$ 1,576.95	Poor
5930	6/29/1988	Cres-Cor Crown Aluminum Proofing Box	\$ 1,169.00	Poor
6385	3/16/1989	Donor Tree (Affixed to wall)	\$ 5,079.67	Poor
7636	9/20/1991	Security Camera	\$ 1,464.00	Poor
7637	9/21/1991	Security Camera	\$ 1,464.00	Poor
7726	3/5/1992	Vo-Tech Unibody Training System	\$ 2,832.00	Poor
7785	3/19/1992	Security Camera	\$ 1,464.00	Poor
7786	3/19/1992	Security Camera	\$ 1,464.00	Poor
8224	12/8/1992	Panasonic SVHS Editing Recorder/Player	\$ 1,012.50	Poor
8410	4/16/1993	Bianchi Target Plate Rack 8"	\$ 1,125.00	Poor
8411	4/16/1993	Bianchi Target Plate Rack 10"	\$ 1,125.00	Poor
8693	6/11/1993	Panasonic VCR - VHS Format	\$ 1,212.50	Poor
8937	5/3/1994	Moving Target System - 80ft dual carrier	\$ 5,000.00	Poor
10747	10/16/1997	Ultech Encoder/Decoder	\$ 1,495.00	Poor
10834	11/18/1997	John Deere Gator 4X2 Utility Cart	\$ 4,612.00	Poor
12562	11/14/2000	Library Bookcheck System	\$ 1,849.00	Poor
12985	12/4/2001	Maxstar 200 Tig/Stick	\$ 1,443.74	Poor
12988	12/4/2001	Miller Syncrowave 180SD Tig Pkg	\$ 1,166.70	Poor
12583	2/7/2002	Casablanca Avio-DV Editing System	\$ 2,353.00	Poor
13005	6/30/2002	Hewlett Packard 4100N Printer	\$ 1,359.19	Poor
13170	9/5/2002	Sharp LCD Projector	\$ 1,995.00	Poor
13172	9/5/2002	Sharp LCD Projector	\$ 1,995.00	Poor
13100	9/26/2002	Tandberg 6000 Video Conferencing System	\$ 41,300.00	Poor
13104	9/26/2002	Portable Video Conferencer	\$ 7,182.50	Poor
13179	9/26/2002	Security System	\$ 8,725.00	Poor
13250	10/17/2002	Touchnet Server	\$ 4,950.00	Poor
13344	10/30/2002	Grooving Machine	\$ 6,722.56	Poor
13252	12/11/2002	Teleconference System, Audio/Video	\$ 49,874.52	Poor
13253	12/11/2002	A/V Documenter & VCR	\$ 2,603.32	Poor
13216	1/13/2003	Peri-Pro Film Apparatus	\$ 1,743.00	Poor
13284	1/13/2003	Autoclave	\$ 9,336.96	Poor
13293	1/13/2003	Scaler	\$ 1,286.25	Poor
13640	9/9/2003	Scanner-Fujitsu	\$ 1,268.95	Poor
13677	10/14/2003	Lifepak 12 Defibrillator	\$ 5,000.00	Poor
13751	12/8/2003	Simulaids Stat Man CPR Manikin	\$ 2,943.18	Poor
13747	5/3/2004	Symposium Lectern	\$ 8,218.38	Poor
13749	5/3/2004	Elmo Document Camera	\$ 2,368.27	Poor
13865	10/25/2004	PIX 515E-DMZ Bundle	\$ 1,847.50	Poor
13866	10/25/2004	PIX 515E-DMZ Bundle	\$ 1,847.50	Poor
13844	11/1/2004	Fujitsu Scan Partner	\$ 1,349.50	Poor
14084	8/25/2005	Spam Server	\$ 1,600.00	Poor
14065	9/8/2005	PowerEdge 2850 Server	\$ 4,374.74	Poor
14144	12/7/2005	EZ Go Golf Cart	\$ 1,800.00	Poor
14141	12/15/2005	UHF Repeater	\$ 1,689.60	Poor
14145	3/10/2006	PT-61 Portable Target System	\$ 2,987.50	Poor
14146	3/10/2006	PT-61 Portable Target System	\$ 2,987.50	Poor
14164	3/10/2006	Codemaster 100 Defibrillator	\$ 1,995.00	Poor
14211	3/29/2006	PT-61 Portable Target System	\$ 2,310.00	Poor
14592	2/8/2007	Physiocontrol Defibrillator	\$ 1,995.00	Poor
14587	4/10/2007	Adult ALS Torso with Simulator	\$ 1,869.98	Poor
15469	6/9/2008	Lifepak 12 Defibrillator	\$ 1,000.00	Poor
15470	6/9/2008	Lifepak 12 Defibrillator	\$ 1,000.00	Poor
15471	6/9/2008	Lifepak 12 Defibrillator	\$ 1,000.00	Poor
15549	7/10/2008	Defibrillator	\$ 8,540.00	Poor
15981	6/2/2009	Wireless Touch Panel	\$ 4,404.00	Poor
15979	6/19/2009	46" Oct Table w/back diamond	\$ 1,102.30	Poor
16041	6/19/2009	46" Oct Table w/back diamond	\$ 1,102.30	Poor
			<u>\$ 245,961.76</u>	

6.0 Planning and Policy Issues



OFFICE OF THE PRESIDENT

Item 6.1.1

PRESENT TO BOARD: JANUARY 24, 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 table approval of revisions to current DBOT Policy 5.22 as presented.

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

AN EQUAL ACCESS / EQUAL OPPORTUNITY INSTITUTION | ACCREDITED BY THE SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS

**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

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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: JANUARY 24, 2018
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
FROM: THOMAS C. LEITZEL 
SUBJECT: 2018-2019 ACADEMIC CALENDAR

Attached is the proposed 2018-2019 Academic Calendar. The proposed calendar has been reviewed by departments directly involved in providing student services, the Faculty Council, the Learning and Student Success Committee and the President's Council. The calendar has been coordinated to coincide as closely as possible with local school districts and meets the State required dates for beginning terms.

SUGGESTED MOTION:

Move to approve the 2018-2019 Academic Calendar as presented.

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

AN EQUAL ACCESS / EQUAL OPPORTUNITY INSTITUTION | ACCREDITED BY THE SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS

2018-2019 ACADEMIC CALENDAR

Classes for community education, workforce training, and selected certificate programs are ongoing. Adult Education classes are open-entry and are offered year-round. Please check our Web site at www.southflorida.edu or with a counselor/advisor for the most current offerings. Dual enrollment students check with a high school counselor for beginning and ending dates.

South Florida State College	Academic Dates and Deadlines		
	Fall 2018	Spring 2019	Summer 2019
Regular Term (16 weeks)	Aug 17 - Dec 12	Jan 7 - May 6	May 8 - Aug 1
Priority date to apply for financial aid	Apr 15	Oct 15	Mar 15
Begin priority registration for students with over 40 hours	Mar 19	Oct 1	Oct 1
Begin registration for students with over 20 hours	Mar 26	Oct 8	Oct 8
Begin open registration	Apr 2	Oct 15	Oct 15
Priority date for SFSC Foundation Scholarships	Jun 15	Oct 15	Mar 15
Fee payment deadline	Aug 7*	Dec 5*	Apr 17*
Faculty return	Aug 13	Jan 3	-
CLASSES BEGIN	Aug 17	Jan 7	May 8
Registration Ends (Last Day to ADD a Class)**	Aug 21	Jan 8	May 9
Final day to drop classes with refund or change audit status	Aug 24	Jan 11	May 15
Priority date to apply for graduation	Oct 15	Mar 1	Jun 1
Last day to withdraw with a grade of W	Oct 23	Mar 25	Jun 28
Exam week**	Dec 6 - 12	Apr 30 - May 6	-
Last day of classes	Dec 12	May 6	Aug 1
Commencement	Dec 13	May 7	-
Grades due in Registrar's Office	Dec 13 (by Noon)	May 7 (by Noon)	Aug 2 (by Noon)
First Flex Session (8 weeks)	Aug 17 - Oct 12	Jan 7 - Mar 4	May 8 - Jun 19
Begin priority registration for students with over 40 hours	Mar 19	Oct 1	Oct 1
Begin registration for students with over 20 hours	Mar 26	Oct 8	Oct 8
Begin open registration	Apr 2	Oct 15	Oct 15
Fee payment deadline	Aug 7*	Dec 5*	Apr 17*
CLASSES BEGIN	Aug 17	Jan 7	May 8
Registration Ends (Last Day to ADD a Class)**	Aug 21	Jan 8	May 9
Final day to drop classes with refund or change audit status	Aug 24	Jan 11	May 15
Priority date to apply for graduation	Sept 20	Feb 1	Jun 1
Last day to withdraw with a grade of W	Sept 20	Feb 12	Jun 3
Exam week**	Oct 11 - 12	Mar 1 - 4	-
Last day of classes	Oct 12	Mar 4	Jun 19
Grades due in Registrar's Office	Oct 15 (by Noon)	Mar 5 (by Noon)	Jun 20 (by Noon)
Second Flex Session (8 weeks)	Oct 15 - Dec 12	Mar 5 - May 6	Jun 20 - Aug 1
Begin priority registration for students with over 40 hours	Mar 19	Oct 1	Oct 1
Begin registration for students with over 20 hours	Mar 26	Oct 8	Oct 8
Begin open registration	Apr 2	Oct 15	Oct 15
Fee payment deadline	Aug 7*	Dec 5*	Apr 17*
Priority date to apply for graduation	Oct 15	Mar 1	Jun 1
CLASSES BEGIN	Oct 15	Mar 5	Jun 20
Registration Ends (Last Day to ADD a Class)**	Oct 16	Mar 6	Jun 21
Final day to drop classes with refund or change audit status	Oct 19	Mar 19	Jun 27
Last day to withdraw with a grade of W	Nov 16	Apr 15	Jul 15
Exam week**	Dec 11 - 12	May 3 - 6	-
Last day of classes	Dec 12	May 6	Aug 1
Grades due in Registrar's Office	Dec 13 (by Noon)	May 7 (by Noon)	Aug 2 (by Noon)
Third Flex Session (13 weeks)	Sep 10 - Dec 12	Jan 28 - May 6	
Begin open registration	Aug 22	Jan 7	-
Fee payment deadline	Aug 27*	Jan 14*	-
CLASSES BEGIN	Sep 10	Jan 28	-
Registration Ends (Last Day to ADD a Class)**	Sep 11	Jan 29	-
Final day to drop classes with refund or change audit status	Sep 14	Feb 1	-
Priority date to apply for graduation	Oct 15	Mar 1	-
Last day to withdraw with a grade of W	Nov 2	Apr 1	-
Exam week**	Dec 11 - 12	May 3 - 6	-
Last day of classes	Dec 12	May 6	-
Grades due in Registrar's Office	Dec 13 (by Noon)	May 7 (by Noon)	-
Limited Services Available			
Convocation	Aug 13	-	-
Staff Development Day	-	Feb 15	-
Holidays			
No classes - college closed	Labor Day - Sept 3		Memorial Day - May 27
*All Fridays of Summer B (June 21, 28, July 5, 12, 19, 26, and Aug 2)	Thanksgiving - Nov 21-25	Martin Luther King - Jan 2	Independence Day - Jul 4
*Exceptions: Community Education, Workforce Training, and Adult Education	Winter Break - Dec 15-Jan 1	Spring Break - Mar 10-17	
* Fees due on day of registration after deadline date			
** Examination schedule for Arts and Sciences Division courses only. Please check course syllabi for all other divisions.			
***Add ends at midnight			



OFFICE OF THE PRESIDENT

Item 7.2

PRESENT TO BOARD: JANUARY 24, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: SACSCOC FIFTH YEAR INTERIM REPORT – **INFORMATION ITEM**

A report on the status of the institution's compliance with the 17 select standards of the Principles of Accreditation.

8.0 Purchasing and Other Action Items



OFFICE OF THE PRESIDENT

Item 8.1

PRESENT TO BOARD: JANUARY 24, 2018

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: PRESIDENT'S ANNUAL PERFORMANCE REVIEW

In accordance with provisions in the employment contract of the president, the SFSC District Board of Trustees annually reviews the performance of the president in a manner consistent with applicable Florida Statutes and State Board of Education Rules. During each annual performance review, which normally occurs in January, the Board should consider the president's progress in supporting College planning and equity goals as well as modifications to the president's employment contract.

The President's salary is not typically considered during the annual performance review.

9.0 Reports



OFFICE OF THE PRESIDENT

Item 9.1

PRESENT TO BOARD: JANUARY 24, 2016

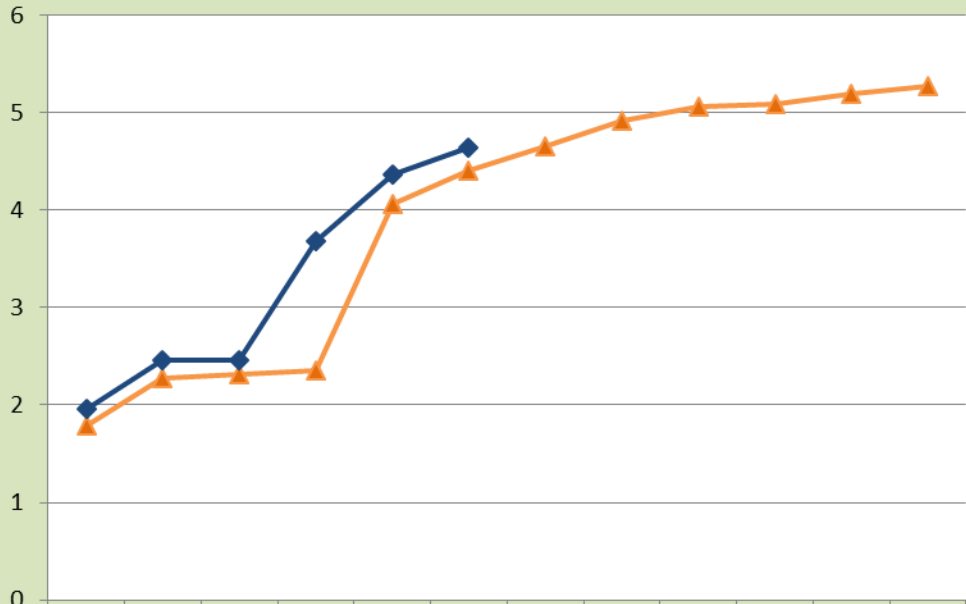
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

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

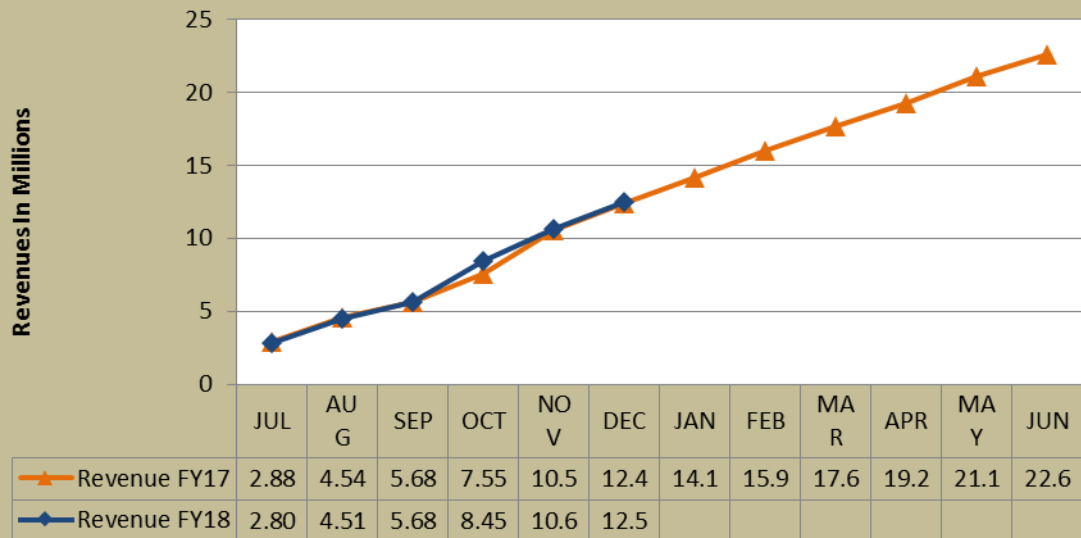
Enclosed for your review are the graphs and a summary of revenues and expenditures compared to budgeted funds within the Operating Budget through December 2017.

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

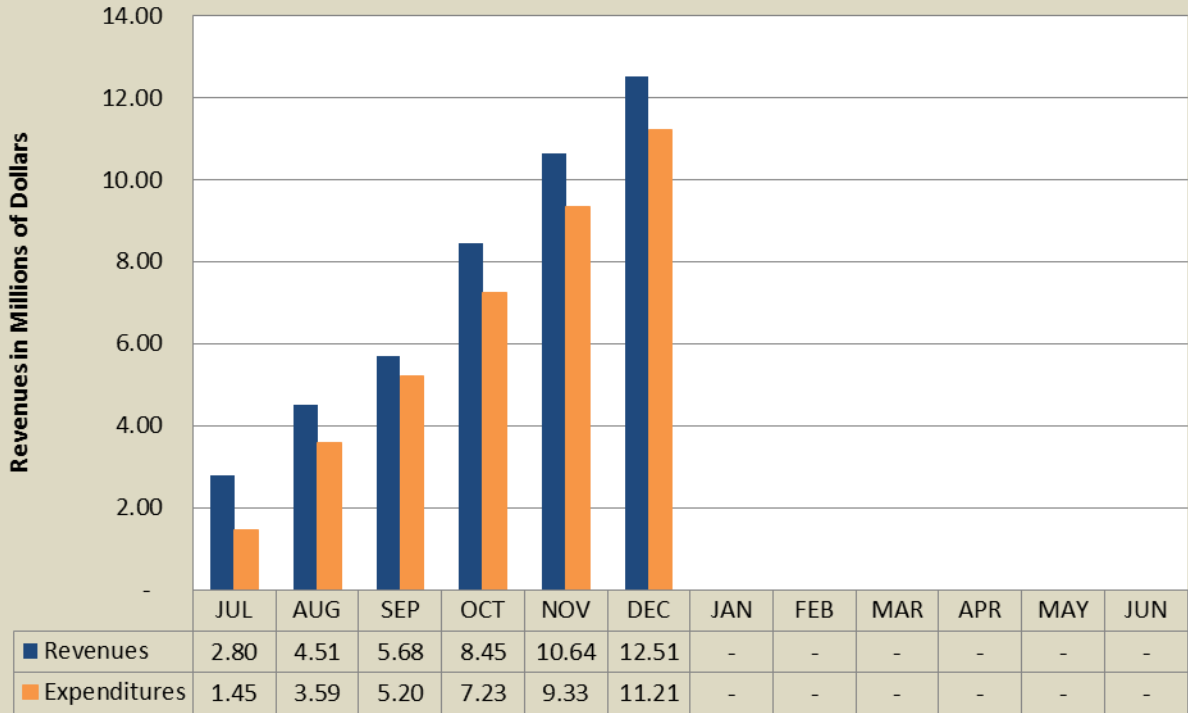


Student Fees FY17	1.78	2.28	2.32	2.35	4.06	4.41	4.65	4.91	5.06	5.09	5.20	5.27
Student Fees FY18	1.96	2.47	2.46	3.69	4.36	4.64						

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 December 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	4,043,890.79	70,426.21	98.29%
404XX	Lab Fees	465,175.00	361,396.04	103,778.96	77.69%
408XX	Technology Fees	190,605.00	165,409.22	25,195.78	86.78%
405-407XX, 409XX	Other Student Fees	125,845.00	66,737.63	59,107.37	53.03%
416XX	Grants and Contracts from Counties	532,000.00	50,000.00	482,000.00	9.40%
42110	FCSPP-General Revenue	12,080,566.00	6,040,940.00	6,039,626.00	50.01%
4215X	Performance Based Incentive	1,220,538.00	358,513.00	862,025.00	29.37%
42210	CO&DS Entitlement	1,100.00	-	1,100.00	0.00%
42610	FCSPP-Lottery	3,264,719.00	1,088,238.00	2,176,481.00	33.33%
429XX, 439XX	Indirect Costs Recovered	92,750.00	40,032.93	52,717.07	43.16%
441-44300	Cash/Non-Cash Contributions and Gifts	14,000.00	89,334.40	(75,334.40)	638.10%
46400	Use of College Facilities	125,000.00	31,030.82	93,969.18	24.82%
466XX, 467XX	Other Sales and Services	247,055.00	162,401.32	84,653.68	65.73%
48100	Interest and Dividends	7,700.00	1,921.63	5,778.37	24.96%
487XX, 489XX	Fines and Penalties/Miscellaneous	42,255.00	7,041.99	35,213.01	16.67%
49XXX	Transfers and Other Revenues	200,000.00	2,921.44	197,078.56	1.46%
	Total Revenue	\$22,723,625.00	\$12,509,809.21	\$ 10,213,815.79	55.05%
51XXX	Management	1,798,935.00	870,552.45	928,382.55	48.39%
52XXX	Instructional	4,525,719.00	1,976,250.06	2,549,468.94	43.67%
53XXX	Other Professional	2,748,547.00	1,422,230.62	1,326,316.38	51.74%
54XXX	Career Staff	2,567,045.00	1,251,348.79	1,315,696.21	48.75%
56XXX	Other Professional-Instructional	1,273,680.00	596,641.62	677,038.38	46.84%
57XXX	Other Professional-Tech/Clerical/Trade	133,099.00	55,793.26	77,305.74	41.92%
58XXX	Student Employment	25,000.00	6,257.29	18,742.71	25.03%
585XX	Employees Awards	265,498.00	275,625.37	(10,127.37)	103.81%
59XXX	Benefits	4,325,975.00	1,843,295.92	2,482,679.08	42.61%
	Total Personnel	\$17,663,498.00	\$ 8,297,995.38	\$ 9,365,502.62	46.98%
605XX	Travel	293,695.00	110,193.59	183,501.41	37.52%
61000	Freight and Postage	23,620.00	13,631.95	9,988.05	57.71%
615XX	Telecommunications	62,000.00	21,698.11	40,301.89	35.00%
62000	Printing	42,260.00	11,452.36	30,807.64	27.10%
625XX	Repairs and Maintenance	978,544.00	708,840.17	269,703.83	72.44%
63000	Rentals	162,810.00	71,060.15	91,749.85	43.65%
635XX, 637XX	Insurance	364,250.00	259,387.93	104,862.07	71.21%
640XX	Utilities	1,425,170.00	669,152.19	756,017.81	46.95%
645XX	Other Services	767,061.00	340,614.03	426,446.97	44.41%
64700	Grant Aid	4,280.00	1,328.00	2,952.00	31.03%
650XX	Professional Fees	190,100.00	32,968.37	157,131.63	17.34%
655XX	Education Office/Dept Material Supp	520,000.00	281,375.42	238,624.58	54.11%
657XX	Data Software	19,130.00	5,358.80	13,771.20	28.01%
66000	Maint/Construction Material/Supp	293,500.00	118,619.11	174,880.89	40.42%
665XX	Other Materials and Supplies	142,465.00	43,669.49	98,795.51	30.65%
670XX	Subscriptions/Library	49,500.00	36,581.67	12,918.33	73.90%
675XX	Purchases for Resale	42,500.00	14,854.49	27,645.51	34.95%
680XX	Scholarships	45,000.00	18,514.50	26,485.50	41.14%
69XXX	Transfers and Other Expenses	125,000.00	(2,901.75)	127,901.75	-2.32%
	Total Current Expenses	\$ 5,550,885.00	\$ 2,756,398.58	\$ 2,794,486.42	49.66%
706XX	Minor Equipment >1000<5000	5,000.00	80,341.60	(75,341.60)	1606.83%
71000	Furniture and Equipment	186,093.00	76,500.00	109,593.00	41.11%
	Total Capital Outlay	\$ 191,093.00	\$ 156,841.60	\$ 34,251.40	82.08%



OFFICE OF THE PRESIDENT

Item 9.2

PRESENT TO BOARD: JANUARY 24, 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 December 2017 meeting of the College District Board of Trustees. The included dates are November 15, 2017 through January 9, 2018. The total amount reported is **\$108,478.03**.

II. Foundation Update

- A. Christmas Luncheon
- B. Take Stock in Children Leaders 4 Life Scholarship
- C. Million Dollar Hole-in-One Shootout

South Florida State College Foundation, Inc
Gift Summary Report 11/15/17 - 1/9/18

Fund ID	Fund Description	Gift Count	Cash	Pledges	Stocks/Other	Total
1000	Unrestricted	133	\$25,517.00	\$0.00	\$0.00	\$25,517.00
2000	Jacaranda Restoration Fund	2	\$12.00	\$0.00	\$0.00	\$12.00
5011	SFSC General Scholarship	13	\$232.00	\$0.00	\$0.00	\$232.00
5014	Joe Johnston/Bette McDearman Memor	2	\$40.00	\$0.00	\$0.00	\$40.00
5025	General Nursing Scholarship	3	\$4,024.76	\$0.00	\$0.00	\$4,024.76
5031	SFSC Community Fund	8	\$57.00	\$0.00	\$0.00	\$57.00
5032	SFSC Library Donations	7	\$95.00	\$0.00	\$0.00	\$95.00
5045	Athletic Booster Club	7	\$5,070.00	\$0.00	\$0.00	\$5,070.00
5058	Take Stock In Children - Ops	2	\$20.00	\$0.00	\$0.00	\$20.00
5095	Dental Programs	6	\$50.00	\$0.00	\$552.31	\$602.31
5108	MOFAC	1	\$0.00	\$0.00	\$11,653.00	\$11,653.00
5110	Highlands County Bar Association Scholarship	9	\$6,300.00	\$0.00	\$0.00	\$6,300.00
5124	Leotis McNeil Scholarship	1	\$100.00	\$0.00	\$0.00	\$100.00
5128	Helios Education Foundation First Generation Scholars	1	\$1,000.00	\$0.00	\$0.00	\$1,000.00
5140	Carol Emery Endowed Teaching Chair in Mathematics	1	\$1,000.00	\$0.00	\$0.00	\$1,000.00
5158	TSIC Scholarships	17	\$304.00	\$0.00	\$0.00	\$304.00
5165	External Scholarship	37	\$36,177.54	\$0.00	\$0.00	\$36,177.54
6004	Clifford and Marleen Perkall and Anna Lena Kiler STEM Scholarship	2	\$3,000.00	\$0.00	\$0.00	\$3,000.00
6005	Partnership Project	43	\$12,820.00	\$0.00	\$0.00	\$12,820.00
6006	Alumni Association Fund	1	\$453.42	\$0.00	\$0.00	\$453.42
	Grand Totals:	296	\$96,272.72	\$0.00	\$12,205.31	\$108,478.03
	296 Gift(s) listed					
	191 Donor(s) listed					



OFFICE OF THE PRESIDENT

Item 9.3

PRESENT TO BOARD: JANUARY 24, 2018

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANTS DEVELOPMENT AND FEDERAL RELATIONS REPORT

Submitted Proposals

Title: **Retired and Senior Volunteer Program (R.S.V.P.)**
Source: Corporation for National and Community Service
Amount: \$44,534
Description: Funds have been requested to continue the R.S.V.P. grant in the 2018-2019 academic year. This continuation represents the third year of a three-year project. R.S.V.P. actively engages senior adults throughout Highlands County in meaningful volunteerism to support local non-profit organizations and improve quality of life for local elderly and high-need residents.

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
Amount: TBD
Description: Funds will be requested to assist with expansion of the e-DEFENSE program and development of additional EW courses.

Federal Update

Brief update on relevant federal activity