



**SFSC  
District Board of Trustees  
Regular Meeting  
January 23, 2019**

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

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**Tami Cullens, Chair  
Joe Wright, Vice Chair  
Tim Backer  
Derren Bryan  
Louis Kirschner  
Ken Lambert  
Lana C. Puckorius  
Kris Y. Rider  
Thomas C. Leitzel, President/Secretary**

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**1.0 *Call to Order and Preliminary Matters***



OFFICE OF THE PRESIDENT

Item 1.1

PRESENT TO BOARD: JANUARY 23, 2019

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL

A handwritten signature in blue ink, appearing to read "Tom", is positioned to the right of the name "THOMAS C. LEITZEL".

SUBJECT: ADOPTION OF AGENDA

It is recommended that the agenda of the regular meeting of January 23, 2019 be adopted.

**SUGGESTED MOTION:**

**Move to adopt the agenda of the regular meeting of January 23, 2019 as presented.**

**REGULAR MEETING AGENDA  
SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES  
HIGHLANDS CAMPUS  
JANUARY 23, 2019  
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 5, 2018
    - 1.2.2 Regular Meeting – December 5, 2018
  - 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 Grant Awards
    - 5.2.1 Matinee Series Advertising - \$1,000
    - 5.2.2 Special Event – Country Music Artist, Sara Evans - \$1,000
    - 5.2.3 Special Event – The Price is Right Live - \$1,000
    - 5.2.4 Shelter Retrofit – Hardee Campus - \$40,000
  - 5.3 Agreements and Contracts
    - 5.3.1 Training Agreement – Florida Department of Health (DeSoto County)
    - 5.3.2 Training Agreement – Florida Department of Health (Hardee County)
    - 5.3.3 Training Agreement – Florida Department of Health (Highlands County)
  - 5.4 Operating Actions
    - 5.4.1 Monthly Accounts Payable & Payroll Check Register
- 6.0 Planning and Policy Issues
- 7.0 Academic and Student Matters
  - 7.1 2019-2020 College Calendar
- 8.0 Other Action Items
  - 8.1 President's Annual Performance Review
  - 8.2 District Board of Trustees Annual Self-Evaluation Review
- 9.0 Reports
  - 9.1 Financial Report
  - 9.2 Foundation Report
  - 9.3 Grants Development 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 23, 2019

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: MINUTES – PLANNING WORKSHOP – DECEMBER 5, 2018

It is recommended that the minutes of the planning workshop held December 5, 2018 be approved as presented and recorded in the Supplemental Minute Book.

**SUGGESTED MOTION:**

**Move to approve the minutes of the December 5, 2018 planning workshop as presented.**

**PLANNING WORKSHOP MINUTES  
SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES  
DECEMBER 5, 2018**

**Members Present:** Mrs. Tami Cullens, Chair  
Mr. Tim Backer  
Mr. Ken Lambert  
Mrs. Lana C. Puckorius  
Mrs. Kris Y. Rider, Chair  
Mrs. Pamela T. Karlson, College Attorney  
Dr. Thomas C. Leitzel, President/Secretary

**Staff Present:** Mrs. Jamie Bateman Mrs. Ashley Bennett Mr. Erik Christensen  
Ms. Cindy Garren Dr. Michele Heston Mr. Don Kesterson  
Mrs. Melissa Kuehnle Ms. Melissa Lee Mr. Glenn Little  
Mr. Jonathan Stern Dr. Michaela Tomova Dr. Sidney Valentine  
Dr. Chris van der Kaay Mrs. June Weyrauch Dr. Tim Wise

**CALL TO ORDER**

At 10:09 a.m., the Planning Workshop of the District Board of Trustees was called to order on the Highlands Campus by Board Chair, Mrs. Tami Cullens.

Dr. Leitzel gave a brief overview to the Board of the Planning Workshop. He distributed a book from SACSCOC: Principals of Accreditation Foundations for Quality Enhancement. Dr. Leitzel gave a brief description to the Board of Section 4: Governing Board and Section 5: Administration and Organization. He distributed the 2018 Florida College System Trustee Manual. The Board reviewed Section 4: Governing Board and discussed the criteria of a Board Self-Evaluation. Mrs. Cullens then opened the floor for Board comments on which criteria they favored. Mrs. Rider stated that she believed the checklist style Board Self-Evaluation would be beneficial. Mrs. Puckorius stated the Board Self-Evaluation should be reviewed in January along with the president's evaluation. Mr. Lambert asked to strike the word "thorough" review and replace it with "sufficient" review in the checklist style Board Self-Evaluation. He stated that he would prefer to have an open ended style Board Self-Evaluation. Mr. Backer stated he would prefer an open ended style Board Self-Evaluation. Mrs. Cullens asked Dr. Chris van der Kaay which style would benefit him more and provide better data. Dr. van der Kaay replied that a qualitative evaluation would provide a multitude of rich data. After hearing the Board and Dr. van der Kaay's input, Mrs. Cullens proposed the Board Self-Evaluation be an open ended qualitative evaluation and to leave it very similar to how the Board conducts the president's evaluation. She suggested to do both the Board Self-Evaluation and the president's evaluation in January. The Board agreed to the open ended qualitative self-evaluation that was presented. Mrs. Karlson stated that she would email both the Board Self-Evaluation and president's evaluation giving the Board a month to complete each evaluation with a January 9, 2019 deadline.

Dr. Leitzel gave a brief overview of the agreed SFSC Policy Review for non-substantive modifications to include:

- 1) Correcting grammatical, typographical and spelling errors.
- 2) Correcting inconsistencies in the names of degrees offered, programs, services, facilities, and titles.
- 3) Correcting of inconsistencies in the names of local, state, and federal organizations or entities.

- 4) Correcting and adding legal reference citations that further document the authority for the college policy.
- 5) Updating the dates in history section of each policy to make sure it is accurate and consistent.
- 6) Modifying a policy for clarification purposes.

The proposed Policy Review action for motion is as follows:

The DBOT directs the president to conduct a formal review of college policies every five years to include non-substantive modifications.

The Board reviewed the recommendation. Dr. Leitzel stated that the proposed action would be recommended for approval during the regular Board meeting following the workshop.

#### **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.

#### **NATIONAL & INSTITUTIONAL DATA AND TRENDS**

Dr. van der Kaay presented college data, and trends from the National Community College Benchmark Project.

#### **CORE INDICATORS OF EFFECTIVENESS**

Dr. van der Kaay presented the SFSC Core Indicators of Effectiveness: 2013-2018.

#### **STRATEGIC PLANNING**

Dr. van der Kaay presented the college's Strategic Plan 2019-2023 – Destination 2023 for the Trustee's review.

Dr. Leitzel thanked Dr. van der Kaay for all his hard work and his presentations.

There being no further discussion, the Planning Workshop adjourned at 12:15 p.m.



OFFICE OF THE PRESIDENT

Item 1.2.2

PRESENT TO BOARD: JANUARY 23, 2019

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: MINUTES – REGULAR MEETING – DECEMBER 5, 2018

It is recommended that the minutes of the regular meeting held December 5, 2018 be approved as presented and recorded in the Supplemental Minute Book.

**SUGGESTED MOTION:**

**Move to approve the minutes of the December 5, 2018 regular meeting as presented.**



**MEETING MINUTES  
SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES  
DECEMBER 5, 2018**

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

**Staff Present:**

Dr. Mahmood Azhar	Mrs. Jamie Bateman	Mr. Ralph Bates
Mr. Adam Brown	Mrs. Ashley Bennett	Mr. Erik Christensen
Dr. Robert Flores	Ms. Cindy Garren	Mr. Junior Gray
Dr. Michele Heston	Mr. Don Kesterson	Mrs. Melissa Kuehnle
Ms. Melissa Lee	Mr. Glenn Little	Dr. Deborah Milliken
Mr. Johnathan Stern	Dr. Michaela Tomova	Dr. Sidney Valentine
Dr. Chris van der Kaay	Mrs. Mary vonMerveldt	Mrs. June Weyrauch
Dr. Tim Wise		

**Excused:** Mr. Joe Wright Dr. Louis Kirschner

**Others Present:** Mr. Brian Schaper

The regular meeting of the District Board of Trustees was called to order at 1:02 p.m. on the Highlands Campus of South Florida State College by Board Chair, Mrs. Tami Cullens.

## **1.0 PRELIMINARY MATTERS**

### **1.1 Adoption of Agenda**

**Mrs. Rider made a motion, seconded by Mr. Lambert, to adopt the agenda of the regular meeting held December 5, 2018 as presented.** Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Mr. Lambert, Mrs. Puckorius, and Mrs. Rider. **Motion carried by unanimous vote.**

### **1.2 Approval of Minutes**

#### **1.2.1 Regular Meeting Minutes**

**Mrs. Puckorius made a motion, seconded by Mr. Backer, to approve the minutes of the regular meeting held October 31, 2018 as presented.** Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Mr. Lambert, Mrs. Puckorius, and Mrs. Rider. **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**

The following new employees were introduced:

Employee	Position	Supervisor	Hired
Dr. Mahmood Azhar	Lead Instructor, Engineering	Erik Christensen	08/13/18
Ralph Bates	Coordinator, Welding	Erik Christensen	08/13/18
Adam Brown	Lead Maintenance, Lake Placid Center	Robert Flores	08/01/18

**3.0 PUBLIC COMMENT**

None

**4.0 PRESENTATION**

Dr. Leitzel introduced Mrs. Bateman who stated that the Florida College System Foundation annually provides more than \$1 million in scholarships to benefit first-generation students and students pursuing careers in health care. South Florida State College awarded 25 students from the dental, nursing, and radiography programs with Blue Cross Blue Shield scholarships totaling \$21,742. The students were brought forward and introduced by Dr. Michele Heston and staff to receive their scholarship from Mrs. Tami Cullens, SFSC Board Chair and chair of the Florida College System Foundation Board and Mrs. Jamie Bateman, Executive Director for Institutional Advancement.

**5.0 CONSENT AGENDA ACTION ITEMS**

**5.1 Personnel Actions**

Approved a list of appointments: full-time professional; full-time career services staff; retirements; resignations; terminations.

*(EXHIBIT "A")*

**5.2 Grant Awards**

**5.2.1 Jobs for Regional Advancement: Three Approaches to Prosperity**

Florida's Job Growth Grant Program \$ 2,296,895

**5.3 Agreements and Contracts**

**5.3.1** Approved renewal training agreement between Sebring Senior Living, Inc. (DBA The Palms of Sebring) and South Florida State College as presented. *(EXHIBIT "B")*

**5.3.2** Approved renewal training agreement between Lakes Wales Medical Center and South Florida State College as presented. *(EXHIBIT "C")*

**5.4 Operational Actions**

**5.4.1 Monthly Accounts Payable/Payroll Check Register**

Approved the monthly accounts payable/monthly payroll check registers and summary for all funds through October 2018. *(EXHIBIT "D")*

**Mr. Bryan made a motion, seconded by Mr. Backer, to approve the Consent Agenda, Items 5.1 through 5.4.1 as presented.** Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens Mr. Lambert, Mrs. Puckorius, and Mrs. Rider. **Motion carried by unanimous vote.**

## 6.0 PLANNING AND POLICY ISSUES

### 6.1 Land Exchange

Mr. Little gave a brief overview of the land exchange to the Board. Dr. Leitzel thanked Mr. Little and Mrs. Karlson for their work on this project. Mr. Little introduced Mr. Brian Schaper to the Board. Mr. Schaper shared with the Board his future plans for the parcel. He is excited to be neighbors with SFSC the more he learns about the college. Mrs. Cullens questioned what Mr. Schaper would use as a sound buffer between the park and college. Mr. Schaper addressed Mrs. Cullens possible noise concern. Mrs. Cullens thanked Mr. Schaper for his time. *(EXHIBIT "E")*

### 6.2 Policy Development

#### 6.1.1 **Policy 1.07 Alcohol and Drug-Free Campus and Workplace**

Dr. Leitzel presented for discussion proposed changes to Policy 1.07 Alcohol and Drug-Free Campus and Workplace. *(EXHIBIT "F")*

**Mr. Backer made a motion, seconded by Mrs. Puckorius, to approve the revisions to current DBOT Policy 1.07 as presented.** Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Mr. Lambert, and Mrs. Puckorius; Opposed was Mrs. Kris Rider. **Motion carried by majority vote.**

## 7.0 ACADEMIC AND STUDENT MATTERS

### 7.1 Curriculum Proposals

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

**Mr. Backer made a motion, seconded by Mrs. Puckorius, to approve the curriculum proposals as presented.** Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Mr. Lambert, Mrs. Puckorius, and Mrs. Rider. **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 "H")*

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

### 8.2 SFSC Strategic Plan (2019-2023)

Dr. Leitzel presented the South Florida State College Strategic Plan 2019-2023 for approval. *(EXHIBIT "I")*

**Mrs. Puckorius made a motion, seconded by Mr. Bryan, to approve the South Florida State College Strategic Plan 2019-2023 as presented.** Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Mr. Lambert, Mrs. Puckorius, and Mrs. Rider. **Motion carried by unanimous vote.**

**8.3 Board Policy Review**

Dr. Leitzel presented the Board Policy Review for the District Board of Trustees to direct the president to conduct a formal review of college polices every five years to include non-substantive modifications for approval.

**Mrs. Puckorius made a motion, seconded by Mrs. Rider, to approve the Board Policy Review as presented.** Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Mr. Lambert, Mrs. Puckorius, and Mrs. Rider. **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 compared to budgeted funds within the Operating Budget through October 2018.

*(EXHIBIT "J")*

**9.2 Foundation Report**

Mrs. Bateman reported that the South Florida State College Foundation, Inc. had received donations and pledges in the amount of **\$42,318.20** from October 16 through November 13, 2018. Mrs. Bateman announced on November 5, SFSC Foundation was able to surprise Ms. Amy Albandoz from Sebring High School as a Leaders 4 Life finalist. As a finalist, she won a MacBook Pro and will be competing for one of six \$40,000 non-tuition scholarships through a video essay. Ms. Albandoz assigned volunteer is Dr. Leitzel's wife, Nancy. Mrs. Bateman gave a brief overview of the Foundation program's history on Leaders 4 Life finalists and winners by schools in our tri-county district. She reported that the Foundation recently received a grant from Highlands County Health Facilities Authority of \$15,000 and dental of \$17,000. Mrs. Bateman thanked Mr. Bryan and Mr. Kelly for coming to support the Foundation as they presented at the Hardee Chamber Luncheon on November 15. She announced that the Foundation increased the Giving Tuesday goal total to \$10,000 and surpassed it with a total of \$13,675. Mrs. Bateman stated she is grateful for those donations and support. Mrs. Bateman gave a brief update on the Jacaranda Jubilee and Foundation Christmas Luncheon. Mrs. Bateman announced that the Foundation has a sponsor for the Million Dollar Shoot-Out event. Mr. Ronnie Carter with Century 21 Advanced All Service Realty has agreed to be the title sponsor.

**9.3 Resource Development**

**I. Grants Development Report**

Dr. van der Kaay distributed and reviewed the Grants Development Report dated 12/5/18. He gave a brief description of the grants.

**II. Submitted Proposals**

- A. Retired and Senior Volunteer Program (R.S.V.P.)**  
Corporation for National and Community Service \$ 44,534
- B. Matinee Series Advertising**  
Highlands County Tourist Development Council \$ 1,000
- C. Special Event – County Music Artist, Sara Evans**  
Highlands County Tourist Development Council \$ 1,000
- D. Special Event – The Price is Right Live**  
Highlands County Tourist Development Council \$ 1,000

#### **9.4 President's Report**

Dr. Leitzel reported on the following items:

1. Presented the SFSC 2018 Year In Review.
2. Activities/Event Update: Dr. Angela Long, Director of Learning, Innovation, and Success with the Division of Florida Colleges visit on November 5; Olive Cultivator Research Project sign on Memorial Drive and olive grove pictures; CRC – Amendment 7 passed on November 6; AFC Conference on November 7-9; and Veterans Day Program on November 12. Dr. Leitzel thanked Mr. Christensen and Mrs. Kuehnle for their work. He also thanked Mrs. Cullens for her participation.
3. Mobile Welding Lab Update: Dr. Leitzel asked Mr. Christensen and Mr. Ralph Bates to give a brief report. Mr. Christensen and Mr. Bates gave a brief presentation and addressed Board questions. A fully equipped mobile lab will be acquired from White Mountains Community College in New Hampshire. It will be delivered to SFSC in January. Classes will begin shortly thereafter.
4. Nursing News: Dr. Leitzel shared on November 29, SFSC received a letter from ACEN giving the okay to move forward with the ADN alternate schedule program. Dr. Heston reported starting January 29 ADN students will be offered alternative schedules.
5. Shared the agreement for the Governor's Job Growth Grant has been signed and sent back to Tallahassee.
6. Announced the Cross Country team traveled to Garden City, KS for Nationals and placed 35<sup>th</sup> in the nation.
7. Attended the investiture of Dr. Falconetti on November 15.
8. Informed the Board that Chancellor Pumariaga has resigned from her position.
9. Shared that SFSC Performing Arts is celebrating 35 years and thanked Ms. Garren for her hard work.
10. Upcoming Events: Holiday Luncheon – December 12 and Fall Commencement – December 13. Dr. Leitzel thanked Mr. Backer for purchasing the gift donation for the Holiday Luncheon on behalf of the Trustees.
11. Shared the SFSC Holiday Greeting. Mrs. Cullens thanked Mrs. Kuehnle for her work on the greeting.

#### **9.5 Board Attorney's Report**

Mrs. Karlson stated she will email the president's evaluation and the Board Self-Evaluation to the Trustees. She said she will also send a reminder of the January 9 deadline for both of these evaluations. Mrs. Karlson wished everyone Happy Holidays and Merry Christmas.

#### **9.6 Board Members' Reports**

Mrs. Puckorius wished everyone a blessed Christmas and a safe holiday season

Mr. Backer wished everyone a Merry Christmas.

Mr. Lambert stated that he is grateful for everyone and their support this past year. He wished everyone a Merry Christmas.

Mr. Bryan shared he is grateful for Mr. Lambert's health. He stated this is a great time of the year for the institution and our communities. He wished a Merry Christmas to everyone.

Mrs. Rider shared this has been a blessed year. She stated this is a great institution and thanked everyone for their hard work. She wished everyone a Merry Christmas and Happy New Year.

**9.7 Board Chair Report**

Mrs. Cullens gave an inspirational statement. She thanked everyone for their hard work and dedication. Mrs. Cullens wished everyone a Merry Christmas and a blessed New Year.

**10.0 ADJOURNMENT**

There being no further business to come before the Board, the meeting adjourned at 2:54 p.m.




OFFICE OF THE PRESIDENT

**Item 1.3**

PRESENT TO BOARD: JANUARY 23, 2019

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: REVIEW OF AGENDA MASTER CALENDAR

Information:

The 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.

## District Board of Trustees Agenda Master Calendar

JANUARY 2019	FEBRUARY 2019	MARCH 2019
<p>17-20 Million Dollar Hole in One Shoot-Out</p> <p>23 Board Meeting, 1 PM Highlands Campus</p>	<p>9 24<sup>th</sup> Annual Florida Hospital Heartland Foundation Gala, 5:30 PM, Highlands Campus</p> <p>10-13 ACCT National Legislative Summit, Washington, DC</p> <p>20 Board Meeting, 1 PM Highlands Campus</p>	<p>13-15 Trustees Legislative Conference, Tallahassee</p> <p>27 Board Meeting, 1 PM Highlands Campus</p>
APRIL 2019	MAY 2019	JUNE 2019
<p>11 SFSC Foundation Gala, 6 PM, Hotel Jacaranda</p> <p>24 Board Meeting, 1 PM Highlands Campus</p>	<p>7 Spring Commencement</p> <p>22 Board Meeting, 1 PM Highlands Campus</p> <p>Budget Workshop, 10 AM Highlands Campus</p>	<p>26 Board Meeting, 1 PM Highlands Campus</p>
JULY 2019	AUGUST 2019	SEPTEMBER 2019
<p>17 Board Meeting, 1 PM Highlands Campus</p>	<p>21 * Board Meeting, 1 PM Highlands Campus</p>	<p>18 * Board Meeting, 1 PM Highlands Campus</p>
OCTOBER 2019	NOVEMBER 2019	DECEMBER 2019
<p>23 * Board Meeting, 1 PM Highlands Campus</p>	<p>27 * No Board Meeting</p>	<p>4 * Board Meeting, 1 PM Highlands Campus</p>

**New Addition**

Tentative \*




**2.0 *Communications, Introductions, and Recognitions***



OFFICE OF THE PRESIDENT

**Item 2.1**

PRESENT TO BOARD: JANUARY 23, 2019  
TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES  
FROM: THOMAS C. LEITZEL   
SUBJECT: NEW EMPLOYEE INTRODUCTIONS

Employee	Position	Supervisor	Hired
Larry Taylor	Instructor, EMS	Steve Ashworth	09/04/18
Lisa "Hanna" Lopez	Administrative Assistant II, Student Services	Tim Wise	10/08/18

**3.0 *Public Comment***


## **4.0 Presentations**

**5.0 *Consent Agenda Action Items***



OFFICE OF THE PRESIDENT

Item 5.0

PRESENT TO BOARD: JANUARY 23, 2019  
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.**

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

<b>CONSENT AGENDA ACTION ITEMS</b>		<b>Page</b>
<b>5.1</b>	<b>Personnel Actions</b>	<b>24</b>
<b>5.2</b>	<b>Grant Awards</b>	<b>25</b>
	<b>5.2.1 Matinee Series Advertising - \$1,000</b>	
	<b>5.2.2 Special Event – Country Music Artist, Sara Evans - \$1,000</b>	
	<b>5.2.3 Special Event - The Price is Right Live - \$1,000</b>	
	<b>5.2.4 Shelter Retrofit – Hardee Campus - \$40,000</b>	
<b>5.3</b>	<b>Agreements and Contracts</b>	<b>29</b>
	<b>5.3.1 Training Agreement – Florida Department of Health (DeSoto County)</b>	
	<b>5.3.2 Training Agreement – Florida Department of Health (Hardee County)</b>	
	<b>5.3.3 Training Agreement – Florida Department of Health (Highlands County)</b>	
<b>5.4</b>	<b>Operating Actions</b>	<b>32</b>
	<b>5.4.1 Monthly Accounts Payable &amp; Payroll Check Register</b>	




OFFICE OF THE PRESIDENT

**Item 5.1**

PRESENT TO BOARD: JANUARY 23, 2019

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>
Manning, Mlisa	Instructor, Sociology	01/03/19
Jones, Sharmin	Instructor, Nursing	01/14/19
Etienne, Natalie	Instructor, Nursing	02/01/19
Marley, Evelyn "Renee"	Instructor, Nursing	02/01/19

**II. APPOINTMENTS, FULL-TIME PROFESSIONAL STAFF:**

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
McCoy, Dara	Program Specialist, Panther Youth Partners	12/03/18

**III. APPOINTMENTS, FULL-TIME CAREER SERVICES STAFF:**

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Jones, Gregory	Cultural Programs Assistant: Publicity and Marketing	01/02/19
Lucas, Ashley	Cashier I	01/02/19

**IV. ADJUNCT FACULTY, 2018-19, ACADEMIC YEAR AS NEEDED:**

<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Cruz Chavez, Irving	ABE/GED/ESOL	III
Korn, Jennifer	Biology	I
Podlesak, Roger	Lifetime Learners/Heartland Games	IV


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





OFFICE OF THE PRESIDENT

Item 5.2.1

PRESENT TO BOARD: JANUARY 23, 2019  
TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES  
FROM: THOMAS C. LEITZEL   
SUBJECT: GRANT AWARD – MATINEE SERIES ADVERTISING

**Title:** Matinee Series Advertising  
**Source:** Highlands County Tourist Development Council  
**Amount:** \$1,000  
**Description:** Funds have been awarded for out-of-county advertising expenses for the 2019 matinee series performances.

**SUGGESTED MOTION:**  
**Move to approve the grant awarded and to accept project funding as presented.**




OFFICE OF THE PRESIDENT

Item 5.2.2

PRESENT TO BOARD: JANUARY 23, 2019

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANT AWARD – SPECIAL EVENT – COUNTRY MUSIC ARTIST SARA EVANS

**Title:** Special Event – Country Music Artist Sara Evans  
**Source:** Highlands County Tourist Development Council  
**Amount:** \$1,000  
**Description:** Funds have been awarded to assist with out-of-county advertising expenses.

**SUGGESTED MOTION:**  
**Move to approve the grant awarded and to accept project funding as presented.**



OFFICE OF THE PRESIDENT

Item 5.2.3

PRESENT TO BOARD: JANUARY 23, 2019

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANT AWARD – SPECIAL EVENT- THE PRICE IS RIGHT LIVE

**Title:** Special Event – The Price is Right Live

**Source:** Highlands County Tourist Development Council

**Amount:** \$1,000

**Description:** Funds have been awarded to assist with out-of-county advertising expenses.

**SUGGESTED MOTION:**

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




OFFICE OF THE PRESIDENT

Item 5.2.4

PRESENT TO BOARD: JANUARY 23, 2019

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANT AWARD – SHELTER RETROFIT – HARDEE CAMPUS

**Title:** Shelter Retrofit – Hardee Campus  
**Source:** Florida Division of Emergency Management  
**Amount:** \$40,000  
**Description:** Funds have been awarded to install Building B shutters and new hardware.

**SUGGESTED MOTION:**  
**Move to approve the grant awarded and to accept project funding as presented.**




OFFICE OF THE PRESIDENT

Item 5.3.1

PRESENT TO BOARD: JANUARY 23, 2019

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: TRAINING AGREEMENT – FLORIDA DEPARTMENT OF HEALTH (DESOTO COUNTY)

Approval is requested to renew the training provider agreement between the State of Florida Department of Health (DeSoto County) and South Florida State College for the purpose of allowing health care profession students to obtain clinical experience at their facilities. This agreement renews annually.

**SUGGESTED MOTION:**

**Move to approve the training agreement between Florida Department of Health (DeSoto County) and South Florida State College as presented.**




OFFICE OF THE PRESIDENT

Item 5.3.2

PRESENT TO BOARD: JANUARY 23, 2018

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: TRAINING AGREEMENT – FLORIDA DEPARTMENT OF HEALTH (HARDEE COUNTY)

Approval is requested to renew the training provider agreement between the State of Florida Department of Health (Hardee County) and South Florida State College for the purpose of allowing health care profession students to obtain clinical experience at their facilities. This agreement renews annually.

**SUGGESTED MOTION:**

**Move to approve the training agreement between Florida Department of Health (Hardee County) and South Florida State College as presented.**




OFFICE OF THE PRESIDENT

Item 5.3.3

PRESENT TO BOARD: JANUARY 23, 2019

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: TRAINING AGREEMENT – FLORIDA DEPARTMENT OF HEALTH (HIGHLANDS COUNTY)

Approval is requested to renew the training provider agreement between the State of Florida Department of Health (Highlands County) and South Florida State College for the purpose of allowing health care profession students to obtain clinical experience at their facilities. This agreement renews annually.

**SUGGESTED MOTION:**

**Move to approve the training agreement between Florida Department of Health (Highlands County) and South Florida State College as presented.**




OFFICE OF THE PRESIDENT

Item 5.4.1

PRESENT TO BOARD: JANUARY 23, 2019

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 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.**



Accounts Payable:								
	2018/2019 Checks		2018/2019 Electronic		2018/2019 P-Card		2018/2019 Totals	
	No.	Amount	No.	Amount	No.	Amount	No.	Amount
July	415	\$348,056.93	88	\$1,075,846.13	494	\$220,098.62	997	\$1,644,001.68
Aug	294	\$753,642.03	156	686,703.19	496	\$138,404.02	946	\$1,578,749.24
Sept	1567	\$1,981,142.53	144	1,106,405.27	611	\$172,150.74	2322	\$3,259,698.54
Oct	425	\$739,201.82	173	791,067.38	664	\$156,321.93	1262	\$1,686,591.13
Nov	539	\$638,789.46	162	963,990.86	597	\$166,952.78	1298	\$1,769,733.10
Dec	220	\$222,835.24	97	1,100,699.02	437	\$130,288.76	754	\$1,453,823.02
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	3460	\$4,683,668.01	820	\$5,724,711.85	3299	\$984,216.85	7579	\$11,392,596.71

Payroll:								
	2018/2019 Checks		2018/2019 Electronic		2018/2019 Totals			
	No.	Amount	No.	Amount	No.	Amount	No.	Amount
July	22	\$33,162.95	498	\$877,605.26	520	\$910,768.21		
Aug	18	\$30,707.85	390	\$823,529.57	408	\$854,237.42		
Sept	12	\$23,160.58	433	\$890,358.06	445	\$913,518.64		
Oct	14	\$22,774.67	474	\$884,720.51	488	\$907,495.18		
Nov	17	\$30,065.74	482	\$1,184,927.08	499	\$1,214,992.82		
Dec	20	\$31,433.85	491	\$976,332.60	511	\$1,007,766.45		
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	103	\$171,305.64	2768	\$5,637,473.08	2871	\$5,808,778.72		

### Accounts Payable:

	2017/2018			2018/2019		
	# Payments	Monthly Total	Cumulative Total	# Payments	Monthly Total	Cumulative Total
July	783	\$1,080,313.54	\$1,080,313.54	997	\$1,644,001.68	\$1,644,001.68
August	1,199	1,907,524.93	\$2,987,838.47	946	1,578,749.24	\$3,222,750.92
September	1,987	2,066,752.91	\$5,054,591.38	2,322	3,259,698.54	\$6,482,449.46
October	1,479	2,510,835.52	\$7,565,426.90	1,262	1,686,591.13	\$8,189,040.59
November	1,392	1,766,270.75	\$9,331,697.65	1,298	1,769,733.10	\$9,938,773.69
December	1,002	1,217,932.69	\$10,549,630.34	754	1,453,823.02	\$11,392,596.71
January	1,012	1,585,405.81	\$12,135,035.95			\$0.00
February	2,343	3,478,993.30	\$15,614,029.25			\$0.00
March	1,114	1,743,366.49	\$17,357,395.74			\$0.00
April	1,216	1,560,912.69	\$18,918,308.43			\$0.00
May	964	1,520,153.34	\$20,438,461.77			\$0.00
June	1,419	2,198,038.53	\$22,636,500.30			\$0.00
Totals	15,890	\$22,636,500.30		7,579	\$11,392,596.71	

### Payroll:

	2017/2018			2018/2019		
	# Payments	Monthly Total	Cumulative Total	# Payments	Monthly Total	Cumulative Total
July	487	\$863,222.44	\$863,222.44	520	\$910,768.21	\$910,768.21
August	403	828,255.11	\$1,691,477.55	408	854,237.42	\$1,765,005.63
September	438	848,026.67	\$2,539,504.22	445	913,518.64	\$2,678,524.27
October	462	869,525.05	\$3,409,029.27	488	907,495.18	\$3,586,019.45
November	501	1,130,152.64	\$4,539,181.91	499	1,214,992.82	\$4,801,012.27
December	508	995,230.80	\$5,534,412.71	511	1,007,766.45	\$5,808,778.72
January	465	859,735.14	\$6,394,147.85			\$0.00
February	483	918,019.48	\$7,312,167.33			\$0.00
March	510	934,052.71	\$8,246,220.04			\$0.00
April	514	973,667.62	\$9,219,887.66			\$0.00
May	507	997,313.75	\$10,217,201.41			\$0.00
June	441	944,983.19	\$11,162,184.60			\$0.00
Totals	5719	\$11,162,184.60		2871	\$5,808,778.72	


**6.0 Planning and Policy Issues**

## **7.0 Academic and Student Matters**



OFFICE OF THE PRESIDENT

Item 7.1

PRESENT TO BOARD: JANUARY 23, 2019  
TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES  
FROM: THOMAS C. LEITZEL   
SUBJECT: 2019-2020 COLLEGE CALENDAR

Attached is the proposed 2019-2020 College Calendar. The proposed calendar has been reviewed by departments directly involved in providing student services, the Faculty Council, 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 2019-2020 College Calendar as presented.**

# 2019-2020 COLLEGE 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 website at [www.southflorida.edu](http://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.

<b>South Florida State College</b>	<b>Academic Dates and Deadlines</b>		
	<b>Fall 2019</b>	<b>Spring 2020</b>	<b>Summer 2020</b>
Priority Date to Apply for Financial Aid	Apr 15	Oct 15	Mar 15
Priority Date for SFSC Foundation Scholarships	Jun 15	Oct 15	Mar 15
Priority Date to Apply for Graduation	Oct 15	Mar 1	Jun 1
Commencement / Graduation	Dec 12	May 5	-
Faculty Return	Aug 12	Jan 2	-
<b>Regular Term (16 weeks)</b>	<b>Aug 16 - Dec 11</b>	<b>Jan 6 - May 4</b>	<b>May 6 - July 30</b>
Begin Open Registration	Apr 1	Oct 14	Oct 14
<b>Fee Payment Deadline</b>	Aug 8*	Dec 4*	Apr 15*
Classes Begin	Aug 18	Jan 6	May 6
Registration Ends (Last Day to Add a Class)	Aug 20***	Jan 8***	May 8***
Deadline to Drop Classes with Refund or Change Audit Status	Aug 23	Jan 10	May 13
Deadline to Withdraw with a Grade of W	Oct 22	Mar 23	Jun 29
Exam Week	Dec 5 - 11**	Apr 28 - May 4**	-
Last Day of Classes	Dec 11	May 4	Jul 30
Faculty - Grades Due to Registrar's Office	Dec 12 (by Noon)	May 5 (by Noon)	July 30 (by 5pm)
<b>First Flex Session (8 weeks)</b>	<b>Aug 16 - Oct 11</b>	<b>Jan 6 - Mar 2</b>	<b>May 6 - Jun 17</b>
Begin Open Registration	Apr 1	Oct 14	Oct 14
<b>Fee Payment Deadline</b>	Aug 8*	Dec 4*	Apr 15*
Classes Begin	Aug 18	Jan 6	May 6
Registration Ends (Last Day to Add a Class)	Aug 20***	Jan 8***	May 8***
Deadline to Drop Classes with Refund or Change Audit Status	Aug 23	Jan 10	May 13
Deadline to Withdraw with a Grade of W	Sept 19	Jan 31	Jun 1
Exam Week	Oct 10 - 11**	Feb 28 - Mar 2**	-
Last Day of Classes	Oct 11	Mar 2	Jun 17
Faculty - Grades Due to Registrar's Office	Oct 14 (by Noon)	Mar 3 (by Noon)	Jun 18 (by Noon)
<b>Second Flex Session (8 weeks)</b>	<b>Oct 14 - Dec 11</b>	<b>Mar 2 - May 4</b>	<b>Jun 18 - Jul 30</b>
Begin Open Registration	Apr 1	Oct 14	Oct 14
<b>Fee Payment Deadline</b>	Aug 8*	Dec 4*	Apr 15*
Classes Begin	Oct 14	Mar 2	Jun 18
Registration Ends (Last Day to Add a Class)	Oct 15***	Mar 3***	Jun 22***
Deadline to Drop Classes with Refund or Change Audit Status	Oct 18	Mar 3	Jun 24
Deadline to Withdraw with a Grade of W	Nov 15	Apr 13	Jul 13
Exam Week	Dec 10 - 11**	May 1 - 4**	-
Last Day of Classes	Dec 11	May 4	Jul 30
Faculty - Grades Due to Registrar's Office	Dec 12 (by Noon)	May 5 (by Noon)	July 30 (by 5pm)
<b>Third Flex Session (13 weeks)</b>	<b>Sep 9 - Dec 11</b>	<b>Jan 27 - May 4</b>	-
Begin Open Registration	Aug 21	Jan 6	-
<b>Fee Payment Deadline</b>	Aug 28*	Jan 13*	-
Classes Begin	Sep 9	Jan 27	-
Registration Ends (Last Day to Add a Class)	Sep 10***	Jan 28***	-
Deadline to Drop Classes with Refund or Change Audit Status	Sep 13	Jan 31	-
Deadline to Withdraw with a Grade of W	Nov 1	Mar 30	-
Exam Week	Dec 10 - 11**	May 1 - 4**	-
Last Day of Classes	Dec 11	May 4	-
Faculty - Grades Due to Registrar's Office	Dec 12 (by Noon)	May 5 (by Noon)	-
<b>Limited Services Available</b>			
Convocation	Aug 12	-	-
Staff Development Day	-	Feb 14	-
<b>Holidays - Students and Faculty</b>	<b>No Classes - College Closed</b>		
No Classes on Fridays in Summer B (June 19, 26, and July 10, 17, 24, 31) Exceptions: Community Ed., Workforce Training, and Adult Ed.	Labor Day - Sep 2 Thanksgiving - Nov 27-30 Winter Break - Dec 16-Jan 1	Martin Luther King - Jan 20 Spring Break - Mar 16-21	Memorial Day - May 25 Independence Day - Jul 3
<b>Holidays - Staff</b>	<b>College Closed</b>		
College Closed on Fridays in Summer B (June 19, 26, and July 10, 17, 24, 31) Exceptions: Community Ed., Workforce Training, and Adult Ed.	Labor Day - Sep 2 Thanksgiving - Nov 27-29 Winter Break - Dec 16-Jan 1	Martin Luther King - Jan 20 Spring Break - Mar 16-20	Memorial Day - May 25 Independence Day - Jul 3
* Fees due on day of registration after deadline date			
** Examination schedule for Arts and Science Division courses only. Please check course syllabi for all other divisions.			
***Add ends at midnight			

**8.0 *Purchasing and Other Action Items***




OFFICE OF THE PRESIDENT

**Item 8.1**

PRESENT TO BOARD: JANUARY 23, 2019

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.



OFFICE OF THE PRESIDENT

Item 8.2

PRESENT TO BOARD: JANUARY 23, 2019

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: DISTRICT BOARD OF TRUSTEES ANNUAL SELF-EVALUATION REVIEW

In accordance with SACSCOC: Principals of Accreditation Foundations for Quality Enhancement, Section 4.2g: Governing Board, the governing board defines and regularly evaluates its responsibilities and expectations. During each annual performance review, which will occur in January, the Board should consider their progress in supporting the College, their expectations as board members, and assessing their own performance.



## ***9.0 Reports***




OFFICE OF THE PRESIDENT

Item 9.1

PRESENT TO BOARD: JANUARY 23, 2019

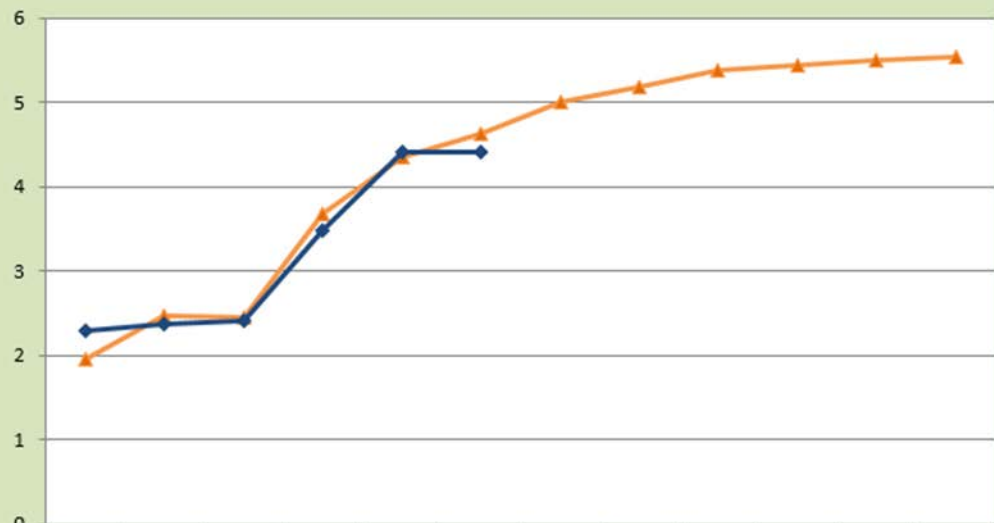
TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

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

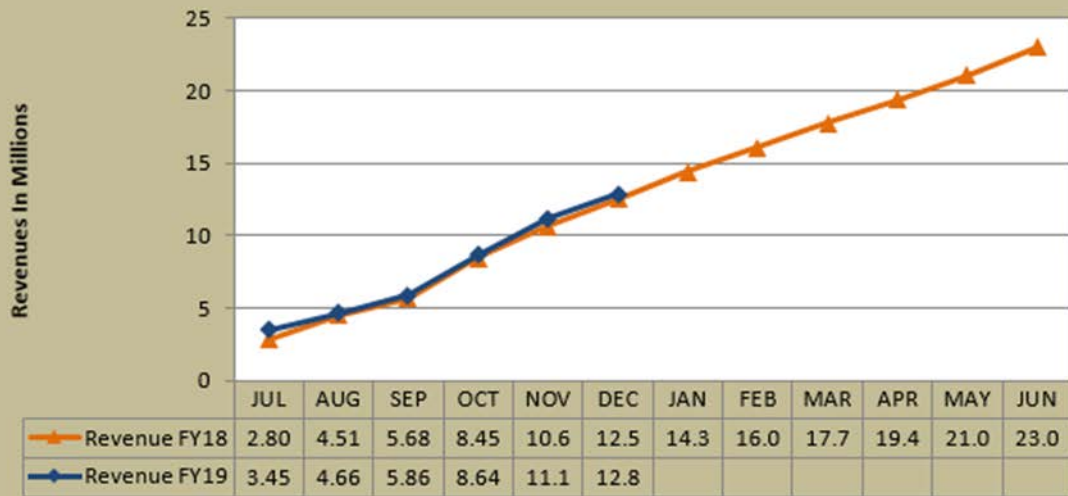
Enclosed for your review are the graphs and a summary of revenues and expenditures compared to budgeted funds within the Operating Budget through December 2018.

**South Florida State College  
Fund 1 Student Fee Revenue, FY 18 vs FY 19**

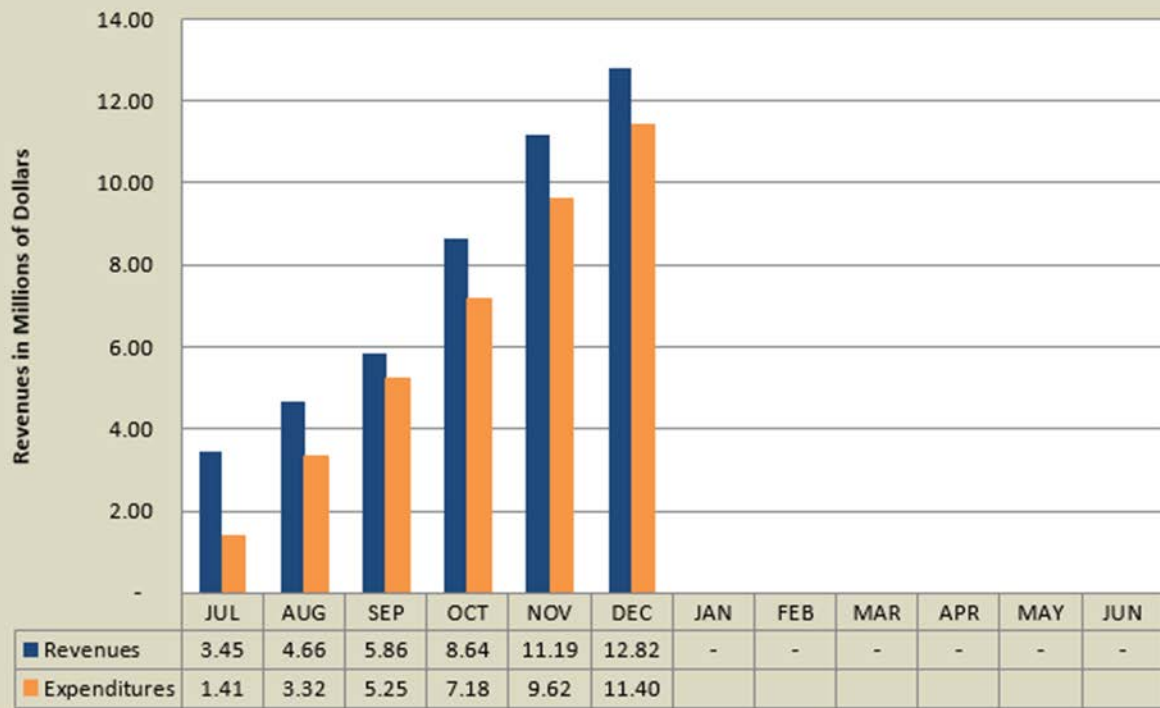


	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Student Fees FY18	1.96	2.47	2.46	3.69	4.36	4.64	5.00	5.19	5.38	5.43	5.49	5.53
Student Fees FY19	2.30	2.37	2.41	3.48	4.41	4.41						

### South Florida State College Fund 1 Total Revenue, FY 18 vs FY 19



### South Florida State College Fund 1 Total Revenues & Expenditures FY 19



<b>South Florida State College</b>					
<b>Revenue and Expenditures for Fund 1</b>					
<b>For Month Ended December 31, 2018</b>					
<b>Code</b>	<b>Account Title</b>	<b>Budget Amount</b>	<b>Amount</b>	<b>Difference</b>	<b>Percentage Collected/Spent to Date</b>
401-403XX	Tuition and Out of State Fees	4,210,370.00	3,849,038.60	361,331.40	91.42%
404XX	Lab Fees	489,113.00	340,576.22	148,536.78	69.63%
408XX	Technology Fees	185,938.00	154,512.72	31,425.28	83.10%
405-407XX, 409XX	Other Student Fees	128,591.00	69,602.75	58,988.25	54.13%
416XX	Grants and Contracts from Counties	582,800.00	50,000.00	532,800.00	8.58%
42110	FCSPF-General Revenue	12,162,902.00	6,081,418.51	6,081,483.49	50.00%
4215X	Performance Based Incentive	1,558,109.00	706,598.84	851,510.16	45.35%
42210	CO&DS Entitlement	1,100.00		1,100.00	0.00%
42610	FCSPF-Lottery	3,803,945.00	1,267,983.00	2,535,962.00	33.33%
429XX, 439XX	Indirect Costs Recovered	92,750.00	43,239.56	49,510.44	46.62%
441-44400	Cash/Non-Cash Contributions and Gifts	14,000.00	2,710.00	11,290.00	19.36%
46400	Use of College Facilities	100,000.00	37,740.59	62,259.41	37.74%
466XX, 467XX	Other Sales and Services	269,131.00	182,994.21	86,136.79	67.99%
48100	Interest and Dividends	10,000.00	9,601.78	398.22	96.02%
487XX, 489XX	Fines and Penalties/Miscellaneous	117,255.00	25,077.37	92,177.63	21.39%
49XXX	Transfers and Other Revenues	200,000.00	229.38	199,770.62	0.11%
	<b>Total Revenue</b>	<b>\$ 23,926,004.00</b>	<b>\$ 12,821,323.53</b>	<b>\$ 11,104,680.47</b>	<b>53.59%</b>
51XXX	Management	1,825,560.00	915,159.50	910,400.50	50.13%
52XXX	Instructional	4,810,220.00	2,014,849.42	2,795,370.58	41.89%
53XXX	Other Professional	2,748,874.00	1,405,687.84	1,343,186.16	51.14%
54XXX	Career Staff	2,457,549.00	1,207,453.53	1,250,095.47	49.13%
56XXX	Other Professional-Instructional	1,438,924.00	583,172.08	855,751.92	40.53%
57XXX	Other Professional-Tech/Clerical/Trade	156,599.00	60,318.33	96,280.67	38.52%
58XXX	Student Employment	25,000.00	4,168.33	20,831.67	16.67%
585XX	Employees Awards	328,039.00	324,825.42	3,213.58	99.02%
59XXX	Benefits	4,394,526.00	1,915,023.86	2,479,502.14	43.58%
	<b>Total Personnel</b>	<b>\$ 18,185,291.00</b>	<b>\$ 8,430,658.31</b>	<b>\$ 9,754,632.69</b>	<b>46.36%</b>
605XX	Travel	288,020.00	112,576.28	175,443.72	39.09%
61000	Freight and Postage	18,245.00	8,987.70	9,257.30	49.26%
615XX	Telecommunications	61,715.00	25,360.67	36,354.33	41.09%
62000	Printing	34,215.00	21,738.02	12,476.98	63.53%
625XX	Repairs and Maintenance	1,048,045.00	584,344.04	463,700.96	55.76%
63000	Rentals	156,570.00	75,228.32	81,341.68	48.05%
635XX, 637XX	Insurance	388,750.00	263,811.30	124,938.70	67.86%
640XX	Utilities	1,455,175.00	739,564.17	715,610.83	50.82%
645XX	Other Services	816,394.00	408,150.63	408,243.37	49.99%
64700	Grant Aid	2,280.00	4,227.46	(1,947.46)	185.41%
650XX	Professional Fees	196,530.00	45,260.54	151,269.46	23.03%
655XX	Education Office/Dept Material Supp	686,948.00	305,267.60	381,680.40	44.44%
657XX	Data Software	21,750.00	36,995.69	(15,245.69)	170.10%
66000	Maint/Construction Material/Supp	323,645.00	122,311.78	201,333.22	37.79%
665XX	Other Materials and Supplies	137,830.00	45,626.81	92,203.19	33.10%
670XX	Subscriptions/Library	51,635.00	19,357.28	32,277.72	37.49%
675XX	Purchases for Resale	45,075.00	14,687.97	30,387.03	32.59%
680XX	Scholarships	45,500.00	18,496.50	27,003.50	40.65%
69XXX	Transfers and Other Expenses	125,000.00	13,841.38	111,158.62	11.07%
	<b>Total Current Expenses</b>	<b>\$ 5,903,322.00</b>	<b>\$ 2,865,834.14</b>	<b>\$ 3,037,487.86</b>	<b>48.55%</b>
706XX	Minor Equipment >1000<5000	75,000.00	9,588.06	65,411.94	12.78%
71000	Furniture and Equipment	419,997.00	95,043.70	324,953.30	22.63%
	<b>Total Capital Outlay</b>	<b>\$ 494,997.00</b>	<b>\$ 104,631.76</b>	<b>\$ 390,365.24</b>	<b>21.14%</b>



OFFICE OF THE PRESIDENT

Item 9.2

PRESENT TO BOARD: JANUARY 23, 2019

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: 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 2018 meeting of the College District Board of Trustees. The included dates are November 14, 2018 to January 8, 2019. The total amount reported is **\$322,001.83**.

**II. Foundation Update**

- TSIC Leaders 4 Life Announcement
- Christmas Luncheon
- Innovation Grant recipients
- Capital Campaign plans
- Support SFSC Foundation videos

South Florida State College Foundation, Inc

Gift Summary Report 11/14/18 - 1/8/19


Fund ID	Fund Description	# Gifts	Cash	GIK	Total
1000	Unrestricted	126	\$10,979.00	\$0.00	\$10,979.00
2000	Jacaranda Restoration Fund	4	\$312.00	\$10,515.00	\$10,827.00
5011	SFSC General Scholarship	14	\$222.00	\$0.00	\$222.00
5025	General Nursing Scholarship	3	\$4,024.76	\$0.00	\$4,024.76
5031	SFSC Community Fund	6	\$51.00	\$0.00	\$51.00
5032	SFSC Library Donations	6	\$70.00	\$0.00	\$70.00
5045	Athletic Booster Club	6	\$6,456.00	\$0.00	\$6,456.00
5058	Take Stock In Children - Ops	2	\$20.00	\$0.00	\$20.00
5095	Dental Programs	2	\$50.00	\$0.00	\$50.00
5110	Highlands County Bar Assoc. Scholarship	13	\$4,850.00	\$0.00	\$4,850.00
5124	<u>Leotis</u> McNeil Scholarship	1	\$200.00	\$0.00	\$200.00
5140	Carol Emery End. Teaching Chair in Math	1	\$2,000.00	\$0.00	\$2,000.00
5158	TSIC Scholarships	18	\$48,056.07	\$0.00	\$48,056.07
6005	Partnership Project	55	\$234,106.00	\$0.00	\$234,106.00
6010	STEM Endowment	4	\$90.00	\$0.00	\$90.00
	<b>Grand Totals:</b>	<b>261</b>	<b>\$311,486.83</b>	<b>\$10,515.00</b>	<b>\$322,001.83</b>
	261 Gift(s) listed				
	165 Donor(s) listed				





OFFICE OF THE PRESIDENT

Item 9.3

PRESENT TO BOARD: JANUARY 23, 2019  
TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES  
FROM: THOMAS C. LEITZEL   
SUBJECT: GRANTS DEVELOPMENT

**Proposals in Development**

**Title:** Panther Youth Panthers  
**Source:** CareerSource Florida  
**Amount:** \$400,000  
**Description:** SFSC will be requesting funding for youth services to operate the Panther Youth Partners program in DeSoto, Hardee, Highlands, and Okeechobee counties.

**Submitted Proposals**

**Title:** Heartland Games for Active Adults  
**Source:** Florida Sports Foundation  
**Amount:** \$1,500  
**Description:** SFSC has requested \$1,500 in support for 2019 Heartland Senior Games equipment and marketing expenses. The college is eligible for this program because the Heartland Games for Active Adults is part of the Florida Senior Games Series.

**Declined Proposals**

**Title:** Project e-DEFENSE  
**Source:** Office of Naval Research (ONR) Navy and Marine Corps Science, Technology Engineering Mathematics (STEM), Education and Workforce Program  
**Amount:** \$250,000 per year for three years  
**Description:** Funding was declined for the e-DEFENSE training program, including faculty salaries, supplies, recruitment, expansion of STEM dual-enrollment participation, piloting and evaluation of an electronic warfare (EW) technician college credit certificate (CCC), and development of an additional EW test and evaluation CCC.