



**SFSC
District Board of Trustees
Regular Meeting
April 24, 2019**

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

**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**

1.0 *Call to Order and Preliminary Matters*




OFFICE OF THE PRESIDENT

Item 1.1

PRESENT TO BOARD: APRIL 24, 2019

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 April 24, 2019 be adopted.

SUGGESTED MOTION:

Move to adopt the agenda of the regular meeting of April 24, 2019 as presented.

**REGULAR MEETING AGENDA
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
HIGHLANDS CAMPUS
APRIL 24, 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 Regular Meeting – March 27, 2019
 - 1.3 Review of Agenda Master Calendar
- 2.0 Communications, Introductions, and Recognition
 - 2.1 New Employee Introductions
 - 2.2 Employee Retirement Recognition
- 3.0 Public Comment
- 4.0 Presentation
 - 4.1 Student Life, Activities, Services, and Athletics
- 5.0 Consent Agenda Action Items
 - 5.1 Personnel Actions
 - 5.2 Grant Awards
 - 5.2.1 Panther Youth Partners – up to \$746,000
 - 5.2.2 Heartland Games for Active Adults - \$1,500
 - 5.3 Agreements and Contracts
 - 5.3.1 Training Provider Agreement – Lake Wales Medical Center
 - 5.3.2 Collegiate High School Agreement – DeSoto County School Board
 - 5.3.3 Collegiate High School Agreement – Hardee County School Board
 - 5.3.4 Dual Enrollment Agreement – The School Board of Highlands County
 - 5.3.5 Dual Enrollment Agreement – Hardee County School Board
 - 5.4 Operating Actions
 - 5.4.1 Monthly Accounts Payable & Payroll Check Register
 - 5.4.2 Property Disposal
- 6.0 Planning and Policy Issues
- 7.0 Academic and Student Matters
 - 7.1 Fee Proposals
- 8.0 Other Action Items
- 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: APRIL 24, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: MINUTES – REGULAR MEETING – MARCH 27, 2019

It is recommended that the minutes of the regular meeting held March 27, 2019 be approved as presented and recorded in the Supplemental Minute Book.

SUGGESTED MOTION:

Move to approve the minutes of the March 27, 2019 regular meeting as presented.

**MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
MARCH 27, 2019**

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

Excused: Mrs. Lana Puckorius Mrs. Kris Y. Rider

Staff Present:

Mr. Clinton Anderson	Mrs. Jamie Bateman	Ms. Anne Barrett
Ms. Adela Bello	Mrs. Ashley Bennett	Ms. Kelli Carroll
Mr. Erik Christensen	Ms. Amy Clack	Mr. Jerry Donna
Mrs. Charla Ellerker	Ms. Zory Figueroa	Dr. Robert Flores
Ms. Cindy Garren	Mrs. Courtney Green	Dr. Michele Heston
Mr. Don Kesterson	Ms. Tiffany Kilpatrick	Mrs. Renee LaDue
Ms. Melissa Lee	Mr. Glenn Little	Ms. Kamille Manalo
Ms. Dara McCoy	Mr. Joseph Nance	Mr. Craig Oechsel
Ms. Cheryl Pierstorff	Mr. Go Ramnarain	Dr. Sidney Valentine
Ms. Robin Southwell	Mr. Jonathan Stern	Dr. Chris van der Kaay
Dr. Tim Wise		

Excused: Mrs. Melissa Kuehnle Mrs. June Weyrauch

Others Present: Mrs. Barbara Kirschner

The regular meeting of the District Board of Trustees was called to order at 1:10 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

Mr. Backer made a motion, seconded by Mr. Bryan, to adopt the agenda of the regular meeting held March 27, 2019 as presented.

Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Louis Kirschner, Mr. Lambert, and Mr. Wright. **Motion carried by unanimous vote.**

1.2 Approval of Minutes

1.2.1 Regular Meeting Minutes

Mr. Bryan made a motion, seconded by Mr. Backer, to approve the minutes of the regular meeting held January 23, 2019 as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, and Mr. Wright. **Motion carried by unanimous vote.**

1.3 Review of Agenda Master Calendar

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

2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITIONS

2.1 New Employee Introductions

The following new employees were introduced:

Employee	Position	Supervisor	Hired
Clinton Anderson	Testing Specialist	Adela Bello	11/01/18
Anne Barrett	Financial Services Specialist	Melissa Lee	11/01/18
Kelli Carroll	Office Manager, Dual Enrollment and Advising	Charla Ellerker	12/03/18
Amy Clack	Custodian	Renee LaDue	11/12/18
Kamille Manalo	Coordinator, Panther Youth Partners	Courtney Green	11/01/18
Zory Figueroa	Case Data Specialist, Panther Youth Partners	Kamille Manalo	08/01/18
Dara McCoy	Program Specialist, Panther Youth Partners	Kamille Manalo	12/03/18
Tiffany Kilpatrick	Staff Assistant I, Human Resources	Robin Southwell	09/04/18
Joseph Nance	General Maintenance	Go Ramnarain	11/01/18
Craig Oechsle	Specialized Maintenance	Go Ramnarain	11/01/18
Cheryl Pierstorff	Senior Accountant	Melissa Lee	11/01/18

3.0 PUBLIC COMMENT

None

4.0 PRESENTATION

None

5.0 CONSENT AGENDA ACTION ITEMS

5.1 Personnel Actions

Approved a list of appointments: full-time administrators; full-time career services staff; vice presidents 2019-20; full-time administrative staff; full-time faculty 2019-20; and adjunct faculty for the 2018-19 academic year as needed.

(EXHIBIT "A")

5.2 Grant Awards

5.2.1 Soft Skills Accelerator

CareerSource Florida \$ 88,955

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

Corporation for National and Community Service \$ 44,534

5.3 Agreements and Contracts

5.3.1 Approved renewal collegiate high school agreement between School Board of Highlands County and South Florida State College as presented. *(EXHIBIT "B")*

5.3.2 Approved new contract agreement between Florida A&M University 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 for the months January 2019 and February 2019.

(EXHIBIT "D")

5.4.2 Property Disposal

Approved the disposal of College property as presented. *(EXHIBIT "E")*

Mr. Lambert made a motion, seconded by Mr. Wright, 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, 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 presented the curriculum proposals. *(EXHIBIT "F")*

Mrs. Cullens added that Commissioner Corcoran sent an email stating that fees termed "access" fees or other fees that are bundled together under other names or titles should be reviewed to determine whether students are being assessed who are not benefiting from those fees. Mrs. Cullens informed the Board that SFSC is in compliance. She thanked Dr. Valentine and team for their continued good work.

Mr. Wright made a motion, seconded by Mr. Backer, 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, and Mr. Wright. **Motion carried by unanimous vote.**

8.0 PURCHASING AND OTHER ACTION ITEMS

None

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 February 2019.

(EXHIBIT "G")

Mr. Little added that Mrs. Puckorius has reviewed both January and February 2019 financial reports. He stated that he appreciates Mrs. Puckorius' review and inquires of the reports prior to DBOT meetings. Ms. Lee shared that SFSC has received another payment from the Florida Lottery.

9.2 Foundation Report

Mrs. Bateman reported that the South Florida State College Foundation, Inc. received donations and pledges in the amount of **\$103,770.80** from January 9 through March 4, 2019. Mrs. Bateman announced to the Board that Support SFSC Foundation videos have played in the Wildstein Center prior to the shows. These videos are used with marketing material, pulling key phrases out of each video and adding pictures from the videos for ads and billboards. The videos will also be used to provide content for articles in magazines and newspapers. Mrs. Bateman shared the most recent video featuring

Mrs. Pam Karlson, College Attorney. Mrs. Bateman gave updates from the Hardee Chamber Gala and Sebring Chamber of Commerce Annual Banquet. Mrs. Bateman announced there will be an Alumni Founder's Society plaque dedication on Thursday, April 18 to recognize Alumni founders. She informed the Board that the Women's Club of Sebring made a donation to the Foundation for scholarships. Mrs. Bateman gave an update on the Foundation Investment RFP finalists and she gave a timeline on the RFP process. Mrs. Bateman shared the Foundation will be hosting Foundation Gala, Mafia dinner on April 11 at the Hotel Jacaranda. A showcase event is planned for October 12.

Resource Development

I. Grants Development Report

Dr. van der Kaay distributed and reviewed the Grants Development Report dated 3/27/19. He gave a brief description of the grants. Dr. Valentine gave a brief overview on the Panther Youth Partners proposal that was submitted.

II. Submitted Proposals

A. Panther Youth Partners

CareerSource Florida \$ 400,000

B. South Carolina Ballet –Cinderella

South Arts \$ 7,500

9.3 President's Report

Dr. Leitzel reported on the following February and March items:

1. Tallahassee Update: Dr. Leitzel provided legislative priorities handout to the Board. He gave a brief overview and highlighted certain topics. He informed the Board of some major funding priorities such as hurricane relief, tax cuts, and environmental.
2. Gave an overview of the Florida Tax Watch report from March 14.
3. Highlighted SFSC performance via the Economic Security Report (DEO).
4. Trustee Commission Update: Dr. Leitzel thanked Mrs. Rider for attending the Tallahassee meeting. He informed the Board that he was able to meet with Senator Albritton. He announced that through Ms. Keaton Alexander and Mr. Derek Whitis with Silver Palm Consulting the Special Initiative Funding proposal for the Health Sciences Clinical Immersion Center was submitted December 17 and the Deputy William Gentry Law Enforcement Training Center on February 5. Both Representative Pigman and Senator Albritton are the bill sponsors.
5. Announced Mr. Richard Corcoran is the new Commissioner for FDOE. Dr. Leitzel informed the Board that Ms. Kathy Hebda is the new Chancellor.
6. Trustee Appointments Update: Dr. Leitzel stated that there is concern among everyone but we should see some action soon.
7. Distributed a summary of the Governor's Executive Order to the Board. Dr. Leitzel gave a brief overview and highlighted some early legislative concerns.
8. ACCT National Legislative Summit: Dr. Leitzel shared the summit was held in Washington, D.C., February 10-13. He gave a brief overview of the summit. Dr. Leitzel gave a special congratulations to Southern Region Nominee Mrs. Tami Cullens. The election will be in October at Leadership Congress. Dr. Leitzel distributed the ACCT green sheet to the Board which highlights federal legislative priorities.
9. Review of College Events: College For A Day on February 1; SFSC Baseball Opening Day on February 2; Professional Development Day on February 15- which included a test of the emergency communications; Male Minority Initiative will be held on April 12; Dental Hygiene

Students placed 1st in "It's Hygienic" competition; SFSC Mobile Welding Lab – will be deployed for instruction. Mr. Christensen gave a brief update on the lab and on the work Mr. Ralph Bates has completed on the mobile lab; Brain Bowl competed in state tournament; Governor's Job Growth Grant Funds – initial meeting for the Construction Advisory Group was held on February 18. Dr. Leitzel gave a brief update on the recommendations received from the attendees; and Paramedic Graduation on March 6.

10. Enrollment Update: Dr. Leitzel informed the Board that the total enrollment for this year will probably be flat compared to last year. He shared areas of concern are at the Hardee Campus and with Adult Education. He announced that non-credit (CCE) enrollment is up. Dr. Leitzel stated that there is a 3.2% decline in enrollment nationally (National Clearinghouse). It is predicted to see continuing declines nationally and in Florida.
11. Cohort Default Rates Update: Dr. Leitzel announced that the cohort default rates are down to 7.7%. He congratulated Mr. Jerry Donna and his team for their work. Dr. Leitzel asked Mr. Donna to give an explanation about cohort default rates. Mr. Donna gave a brief background to the Board. The Board thanked Mr. Donna for his service.
12. Announced SFSC has been approved through 2025 from the Commission on Dental Accreditation.
13. Conference on Caring Event: Dr. Leitzel distributed a handout to the Board. He asked Dr. Heston to speak to the Board. Dr. Heston shared a brief overview of the event that will be held on April 25.
14. Olive Grove Update: Dr. Leitzel asked Dr. van der Kaay to update the Board. Dr. van der Kaay informed the Board about the olive grove and the research process. He shared that on May 17 a Grower's Forum tour will be held at the Hardee grove and a working lunch on the Hardee Campus. Dr. van der Kaay informed the Board that at a later time another Grower's Forum tour and working lunch will be held on the Highlands Campus.
15. Mr. Little gave an update on the Service Employees International Union and an explanation on where we are in the process. A vote is scheduled by PERC between April 9 and April 30.

9.4 Board Attorney's Report

Mrs. Karlson stated no report.

9.5 Board Members' Reports

Mr. Backer wished everyone a Happy Easter.

Dr. Kirschner stated no report.

Mr. Lambert stated no report.

Mr. Wright stated no report.

Mr. Bryan had to leave during the President's Report due to a prior commitment.

9.6 Board Chair Report

Mrs. Cullens checked on those Board members who need to reapply for Board reappointment. She announced to the Board that Dr. Leitzel has been asked to serve on the AdventHealth Board of Directors. Mrs. Cullens then asked for Board approval. All those in attendance voted in favor of Dr. Leitzel serving on the AdventHealth Board of Directors. Mrs. Cullens wished everyone a Happy Easter.

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 3:02 p.m.




OFFICE OF THE PRESIDENT

Item 1.3

PRESENT TO BOARD: APRIL 24, 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

APRIL 2019	MAY 2019	JUNE 2019
<p>11 SFSC Foundation Gala, 6 PM, Hotel Jacaranda</p> <p>23 SFSC Performing Arts Reveal Dinner, 5:30 PM, Grogan Center</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>16-19 Annual ACCT Leadership Congress, San Francisco</p> <p>12 Foundation Fall Showcase Event</p> <p>23 * Board Meeting, 1 PM Highlands Campus</p>	<p>27 * No Board Meeting</p>	<p>2 Jacaranda Jubilee</p> <p>4 * Board Meeting, 1 PM Highlands Campus</p> <p>5 Foundation Christmas Luncheon</p>
JANUARY 2020	FEBRUARY 2020	MARCH 2020
<p>22 * Board Meeting, 1 PM Highlands Campus</p>	<p>19 * Board Meeting, 1 PM Highlands Campus</p>	<p>25 * 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: APRIL 24, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: NEW EMPLOYEE INTRODUCTIONS

Employee	Position	Supervisor	Hired
Gregory Jones	Cultural Programs Assistant: Publication and Marketing	Cindy Garren	01/02/19
Sharmin Jones	Instructor, Nursing	Mary von Merveldt	01/14/19
Ashley Lucas	Cashier I	Mary Hutzelman	01/02/19
Mlisa Manning	Instructor, Sociology	Michele DeVane	01/03/19




OFFICE OF THE PRESIDENT

Item 2.1

PRESENT TO BOARD: APRIL 24, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: EMPLOYEE RETIREMENT RECOGNITION

Employee	Position	Dates of Service
Christopher A. McConnell, M.D.	Professor, Biology	08/18/08-05/07/19

SUGGESTED MOTION:

Move to recognize the retirement of Christopher A. McConnell, M.D. for his many years of service to South Florida State College.

3.0 *Public Comment*

4.0 Presentations



OFFICE OF THE PRESIDENT

Item 4.1

PRESENT TO BOARD: APRIL 24, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: PRESENTATION – STUDENT LIFE, ACTIVITIES, SERVICES AND ATHLETICS

SGA Clubs and Organizations - This has been a student driven, fun filled year as the students have celebrated old traditions and started new ones as well. The events and activities of the year were set forth by the SGA E-Board (Executive Board) during the fall of 2018.

- **Rotaract (Tina Gottus)** – The Rotoract Club held monthly meetings, attended bi-weekly SGA Meetings, and participated in all SGA Events such as College Week and various functions. They worked closely with the local Rotary Club, volunteering at some local events, in addition to working with the New Testament Mission securing donations and volunteering.
- **Environmental Club (Amy Bohan)** - The Club held monthly meetings to discuss and plan ways to clean up the environment. The Club volunteered their time to clean up trash and weeds at local parks. The Club is also planning to create a “Recycling Challenge” with local schools to help promote recycling in our community.
- **Institute for Healthcare Improvement (IHI - Kathleen Cappel)** – IHI has been busy this year working on getting the Club moving in the right direction. The Club has met regularly, in addition to attending SGA Events such as: Meetings, Club Rush, College Week, Pep Rally, and End of Term Functions.
- **Communications Club (Joan Briand)** – This is the Club’s first year and it has been a good one. They have had regular meetings and been very involved in the events put on by the SGA. They have held several surveys to try to figure out the best way to communicate with today’s student, and have been very active on Social Media, promoting on campus events.
- **Basketball Club (Rob Hampton)** – The Basketball Club has met and played basketball twice a week for the entirety of the school year. They participated in Club Rush & College Week as well as putting on an Intramural Basketball Tournament for the Student Body.
- **Leading Individual Transformation (LIT – Eddie Cuencas and Antonio James)** – LIT is a new Club that has been very active. They held monthly meetings and attended all SGA functions, such as Meetings and College Week. The Club also put on an event that brought our local Tax Collector to the Campus to speak to any and all students about leadership.
- **Veterans Club (Rob Hampton)** – The Veterans Club has held monthly clubs meetings, as well as attending bi-weekly SGA Meetings. They have participated in many SGA Sponsored Events such as Club Rush, Pep Rally, & College Week. They have also organized a camping trip for the group.
- **Honors Ambassadors (Charlotte Pressler)** - The Honors Ambassadors assisted with South Florida State College recruitment at Lake Placid High School and College for a Day. Members showcased their undergraduate research at on-campus poster sessions in August and October, and a public showcase at February’s “First Forays into Florida” event. Honors students and faculty also traveled to Altamonte Springs to present at the Florida Collegiate Honors Conference in February. Members participated at various times in service-learning projects at the Avon Park Depot Museum, the Sebring Historical Society, and the Museum of Florida Art & Culture. A project to document historic buildings associated with Black and Hispanic communities in Highlands County was launched by Honors student Nancy Morrissey, who was also appointed to the Highlands County Historic Preservation Commission. Honors students Kristal Shands and Jami Mercer were named to the PTK All-Florida Academic Team. Finally, Honors Ambassadors treasurer Anthony Zepeda won a

place, with a \$6,000 stipend, on the 10-week PATHS-UP Summer Research Program at Florida International University this summer.

- **African American Association (Felecia Dozier)** – AAA has held monthly clubs meetings, and attended bi-weekly SGA Meetings. They have participated in many SGA Sponsored Events such as Club Rush, Pep Rally, & College Week. They also put together an informational campaign for Black History Month that concluded with a Luncheon and a guest speaker.
- **DeSoto County Panther Ambassadors (Jessica Wolcheck)** - Our Ambassadors were very busy this year. They had many on campus fun events, as well as getting out in the Community and volunteering. They also created and displayed a card in Christmas Card Lane, and passed out SFSC bags and candy at the Christmas Parade.
- **Student Practical Nurses Association (Helen Shoemaker)** – The Practical Nursing Club was very busy this year, meeting bi-weekly throughout the year. In addition to their meetings, they participated in the following events: Family Night, gathered donations for the Hurricane Florence Relief Project, attended Board of Nursing Meeting in Naples, as well as various different events they put on for the nursing students throughout the year.
- **Phi Theta Kappa (Charlotte Pressler, Sureka Personette, and Michelle Macbeth)** – This year our chapter grew so much we received a Reach Award through PTK. We also recently inducted 26 new members on March 29th. Our officers have been active in making the chapter successful: president - Layali Haifa, Vice President-Margo Greer-Smith, treasurer/secretary - Renee La Due and Public Relations- Dafne Dominguez. On April 5-6th, we took members of the officer team to PTK's international conference, Catalyst. There the officers learned about leadership, service, fellowship and scholarship.
- **Chess Club (Lisa Johnson-Decarie)** – The Chess Club was formed in January 2019. The purpose of the club is to introduce and encourage students to play Chess, and to give the members some of the very interesting history the game. During our short time as a club we have managed to have two successful fundraisers and held a Chess Tournament which has just ended. In the future we will continue to grow our club in numbers, and hold additional tournaments open to all students, faculty, and staff of South Florida State College.
- **Dental Student Association (Bob Sconyers)** – The Dental Assisting and Hygiene Clubs have participated in the various Christmas parades and one cancer screening event. We will attend the Special Smiles event in Orlando as well as the Florida Dental Convention.
- **Hardee Campus Ambassadors (Katrina Blandin)** – The Hardee Ambassadors have acted as the governing body on the Hardee Campus by putting on events such as leadership sessions and Club Rush. They have been instrumental in increasing student participation at one of our satellite locations.
- **Phi Beta Lambda (Adam Martin)** – PBL has held monthly clubs meetings and attended bi-weekly SGA Meetings. They have participated in many SGA Sponsored Events such as Club Rush, Pep Rally, & College Week. They were also very involved in the Christmas Parades. They have also had a very successful year competing at the Regional and State Level Competitions.
- **Campus Christian Club (TBD)** - The Campus Christian Club has had a very good year. The group held bi-weekly meetings, as well as participating in all SGA Meetings. The Club was in attendance at every SGA function throughout the year such as Christmas Parades, Volleyball, Basketball, Club Rush, and College Week.
- **College Republicans (Garrett Lee)** – The College Republicans were mainly focused on the midterm elections during the fall semester, with presentations by members of the Highlands County Republican Executive Committee, volunteer opportunities for political campaigns, information sharing, and get-out-the-vote efforts. During the spring semester, the club has focused on political discussions, planning for the 2020 elections, and a voter registration drive on campus in the cafeteria. The club is planning to travel to the Highlands County Courthouse for a behind-the-scenes tour to finish off the school year.
- **Latin American Student Organization (Tasha Morales)** - Latin American Club has assisted SGA with graduation, the Christmas Parade, along with hosting the Latin Celebration Month at SFSC. During the Latin Heritage Celebration, students were able to take a tour of the different countries. Display trifolds highlighting the various Latin countries were displayed in the lobby of Building B in which students could learn about different customs. Also, during Latin Heritage Month we hosted the STEM Escape Room in which students had to work together to unlock clues and find the antidote before they were infected by the virus. We are happy to state that the first time winners were from DeSoto high school.
- **Student Nurses Association (Tracy Lethbridge)** - Student Nurses Association (SNA) had an active year. SNA members attended the Florida Nursing Students Association Convention. Students were able to attend classes and network with student nurses from across Florida and host a fundraising table. Students have been active with several fundraising and community service events.
- **Radiography Club (Junior Gray)** - SFSC's Radiography Club has had a busy year with classes and clinical rotations as well as being actively involved in Student Government Association events, such as, Latin Heritage Month, College Week, Black History Month and monthly meetings. Currently, our second-year members are preparing for both their pinning and graduation ceremonies as well as their National Registry examination.

- **Brain Bowl (Lena Phelps and David Zoerb)** - Since October of 2018, the Brain Bowl Academic Team competed in six tournaments hosted by College of Central Florida (Ocala), Valencia College (Orlando), Santa Fe College (Gainesville), State College of Florida (Bradenton), and our own SFSC. Their record was 15-35. They placed second at the FCSAA West Central Brain Bowl Regional Tournament that we hosted, earning them a bid at the State Brain Bowl Tournament. The Team's MVP would have to be Romualdo Albiter-Aguilar from Arcadia—he ranked in the top 10 (8th and 9th) in two tournaments and the top 5 (3rd, 5th, 4th and 1st) in the other four. He competed as a team of one at the Santa Fe tournament in January, ranking 13th as a team (out of 18 teams) and 5th overall individually out of 63 players. Other players included Rubi Barajas and Sayra Zamora from Arcadia, Roman Almaguer and Tara Hines from Wauchula, and Cynthia Criss from Avon Park.
- **Art Club (Karla Respress)** - Each Tuesday, Art Club members meet to share the art they are currently working on and plan events on and off campus. In September, Art Club members attended a presentation by Max Gooding on the Business of Art as well as a presentation by the Savannah College of Art and Design. In October, Art Club members attend President Leitzel's Sit N' Talk on the Highlands Campus, and painted faces for the First Responders' Open House and on Halloween in the Library. In November, the Art Club spent a day making art in Arcadia for the Portrait of a Community Event and took a field trip to the Ringling College of Art and Design and the Ringling Museum of Art in Sarasota. In December, Art Club members judged the door decorating contest at the County Courthouse. In January, Art Club members attended two Max Gooding Art Workshops, one in drawing and the other in watercolor here on the Highlands Campus. In February, Art Club members donated soup bowls and attended Sebring High Schools' Soup Up the Arts Fundraiser. Also in February, four Art Club members won awards for their artwork at the Portrait of a Community Event at the Desoto Campus. Finally, in March, the Art Club traveled to attend a tour by Christopher Still of his art studio in Tarpon Springs.
- **Jac Pac (Kendra Wellnitz)** - This academic year has been a busy one. The Jac Pac has thrown Birthday functions monthly for the residents including food and party décor. We had representation at college week. We have also had Health and wellness awareness meetings every two months.
- **Volleyball Club (Ricardo Pantoja)** - A successful year for our first year, promoting camaraderie and teamwork by playing volleyball twice a week.

Athletic Teams

Panther Student Athletes from Baseball, Softball, Cross Country, and Volleyball teams will be presented by respective coaches and will introduce themselves. Coach Hitt, Athletic Director, will also share some season highlights.

Student Government


Besides the very active clubs, the Student Government of SFSC planned and carried out wonderful events this year which inspired learning and fun. These included: *Welcome Back, an event designed to Welcome Students to Campus at the beginning of each semester, the Students passed out water, planners, and campus maps, then made sure all new or returning Students knew their way to Class*, End of Semester Party in the Fall and Spring with the Fall consisting of a Casino Night, and the Spring will be a Pool Party with a Bar-B-Q; Panther Pride Pep Rally event in both the Fall and the Spring, *a pep rally designed to boost athletic involvement throughout the year*; student forum with Dr. Leitzel; a Student Leadership Workshop Series *designed to provide quality speakers and workshops to aid students and sharpen their leadership skills*; FCSSGA state leadership conferences including the Rally in Tally; intramural basketball, football, & volleyball; College Week, *a weeklong series of events that was participated in by over 20 teams comprised of students & faculty/staff that leads to an overall champion*; fall and spring Club Rush to encourage student participation in organizations; a Halloween/Karaoke Themed Fall Fest Party with food, games, music, dancing, & a costume party; a Latin American Heritage Month and a Black History Month Program that each concluded with a Luncheon; a performance by John Rush – The Human iPod; raised money for Breast Cancer Awareness by selling T-Shirts and working for donations; helped receive, gather, and deliver food for the Hurricane Florence Relief Project; helped form a Relay for Life Team and volunteered at the Relay for Life Event; worked with Cindy Kinser to start “Pete’s Panther Pantry,” the school’s first food pantry, then managed the food pantry throughout the year; and general SGA meetings every other Wednesday. Student Leaders were also very active in the Campus-Wide orientation, GPS. They assisted in many different areas within GPS, but mainly provided a Student led session that covered everything from college expectations to how to get involved with the Student Government Association. On top of GPS, the Student Leaders were active on several committees on Campus, as well as several College Wide Recruiting Events, such as College for a Day.

5.0 Consent Agenda Action Items



OFFICE OF THE PRESIDENT

Item 5.0

PRESENT TO BOARD: APRIL 24, 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.

CONSENT AGENDA ACTION ITEMS		Page
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5.2	Grant Awards	28
	5.2.1 Panther Youth Partners – up to \$746,000	
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	5.3.5 Dual Enrollment Agreement – Hardee County School Board	
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OFFICE OF THE PRESIDENT

Item 5.1

PRESENT TO BOARD: APRIL 24, 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 CAREER SERVICES STAFF:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Jaurigue-Danta, Wynnie*	Staff Assistant II, Corporate and Community Education	03/25/19
Roman, Linda**	Take Stock in Children College Success Coach (grant funded)	04/01/19

*Transferred from Administrative Assistant II, Applied Sciences position

**Transferred from part-time TSIC College Success Coach position

II. RESIGNATIONS:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Ochoa, Danielle	College Success Coach, Take Stock in Children	03/29/19
Allison, Deborah	Cashier II	04/05/19

III. TERMINATIONS:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Wood, Joshua	Coordinator, Student and Academic Success	03/29/19

IV. REAPPOINTMENTS, FULL-TIME PROFESSIONAL STAFF, 2019-20:

Anderson, Clinton	Blandin, Katrina
Arpasi, Cheryl	Bruns, David
Ashworth, Steven	Carney, Gilbert
Austin Sr., Michael	Carson, Kendall*
Bates Jr., Ralph	Castanon, Irene*
Beers, Rachel	Castillo, Magdalisse
Bello, Adela	Castro, Fabiana*
Bello, Kimberly	Cleghorn, Diana
Benn, Kathleen	Crawford, Kimberly
Bennett, Ashley	Crews, Sari

IV. REAPPOINTMENTS, FULL-TIME PROFESSIONAL STAFF, 2019-20 (cont.):

Cuencas, Edwin*	Moyer, Debra
Davis, Daniel*	Narciza, Brian
Diaz, Axel	Negron, Christian
Earley, Lauren	Nicholas, Colin*
Elders, Theresa	Olano, Ruel
Falla, Carlos	Olson, Deborah
Fortaleza, Gregson	Ortiz, Minerva*
Gottus, Tina	Pantoja, Jessica
Gray, Junior	Pantoja, Ricardo
Green, Courtney	Penley, Vickie*
Gutierrez, Deborah	Personette, Sureka
Hall, Michele	Pierstorff, Cheryl
Hampton Jr., Robert	Pinzon, Sandra
Hemler Jr., Charles	Polk, Andrew
Hitt, Richard	Puckorius, Mary
Huften, Michael	Rafatti, Colleen
Hutzelman, Mary	Ramnarain, Govindah
Ivy Jr., Curtis	Ramos, Mandy
James, Antonio*	Ricker, April
Jefferies, Tara*	Rios, Elisavet
Jensen, Shaila*	Rodriguez Martinez, Frankie
Johnson-Decarie, Lisa	Schuler, Sharon
Jones, Sharon	Shanklin, Deanne
Juve, Kristini*	Simmons, Joyce
LaDue, Pamela	Southwell, Robin
Latter, Deborah	Stepe, Megan
Lee, Garrett*	Stetson, Tina
Lewis, Diane	Taylor, Dominique*
Loweke, Keith	von Merveldt, Mary
Manalo, Kamille Anne*	Wellnitz, Kendra
McCoy, Dara*	Weyrauch, June
McGann, Sara	Wheaton, Janet
Merritt II, Richard	Wilder, Laura
Morales, Tasha*	Worrell Smith, Lorrie

*Grant or Special Funded Position

V. REAPPOINTMENTS, FULL-TIME CAREER STAFF, 2019-20:

Altamirano, Joselito	Caro, Santiago
Barone, Mary	Carroll, Kelli
Barrett, Anne	Clack, Amy
Beiner, Vidya	Clark, Larry
Brown, Adam	Colquitt, Clayton
Bryant, Derek	Dixon, Terrell
Campbell, Barbara	Dobson-Hacker, Linda
Carden, Denise	Dollard, Derrio
Donglasan, Herbert	Muro Del Real, Manuel
Dow, Amy	Nance, Joseph
Eaton, Cindy	Noonon, Angela

V. REAPPOINTMENTS, FULL-TIME CAREER STAFF, 2019-20 (cont.):

Edwards, Greg	Nott, Kelly
Ellis, Sandra	O'Meara, Daniel
Espiritu, Elmer	Oechsle, Craig
Fairfield Dec, Kelly	Osborne, Tracey
Farmer, Mitzi	Ramos III, Gregorio
Ferguson, Ella Jane	Ramos, Nicholas
Fernandez, Tito	Rawlings, Dee Etta
Feyerharm-Sconyers, Jill	Redick, Lauren
Figuroa Alvarado, Zory*	Robey, Christine
Garcia, Michael	Rodriguez, Jose
Goulette, Susan	Rodriguez, Rita
Groves, Jennifer	Rodriguez, Susan
Haralson, Shawn	Rosam, Randy
Heston, Elizabeth	Sarmiento-Noriega, Piedad
Huften, Tara	Schubert, Heather
Jackson, Kari	Shanklin, David
Jessiman, Pamela	Shannon, Princess
Kilpatrick, Tiffany	Shepard, Amy
Kindrick, Robbie	Simpson, Lamar
Kramer, Joann	Snow, Donna
Lackey, Karen	Snow, John
Lawton, Vivian	Snow, Tammy
Lewis, Cathy	Sostre, David
Lopez, Lisa	Teope, Hansel
Loresco Jr., Ernesto	Tollison, Jennifer
Lowery, Rebecca	Vasquez, Emily
McConniel, Rebecca	Vestal, Pamela
Meeks, Tabatha	Welker, James
Meyers, Ralph	Wheaton, Brian
Montemayor, Pepito	Wolcheck, Jessica
Morales, Denise	Woodhouse, Candice

*Grant or Special Funded Position

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

<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Locklar, Steven	ABE/GED/ESOL	II
Newsome, Jarrod	Criminal Justice	IV

SUGGESTED MOTION:

Move to approve the personnel recommendations as presented.



OFFICE OF THE PRESIDENT

Item 5.2.1

PRESENT TO BOARD: APRIL 24, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANT AWARD – PANTHER YOUTH PARTNERS

Title: Panther Youth Partners

Source: CareerSource Florida

Amount: up to \$746,000

Description: SFSC has been granted funding for youth services to operate the Panther Youth Partners program in DeSoto, Hardee, Highlands, and Okeechobee counties.

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: APRIL 24, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANT AWARD – HEARTLAND GAMES FOR ACTIVE ADULTS

Title: Heartland Games for Active Adults

Source: Florida Sports Foundation

Amount: \$1,500


Description: SFSC has been granted funding in support for the 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.

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: APRIL 24, 2019
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
FROM: THOMAS C. LEITZEL 
SUBJECT: TRAINING PROVIDER AGREEMENT

Approval is requested to **amend** training provider affiliation agreement between Lake Wales Medical Center (LWMC) and South Florida State College (SFSC). The purpose of this amendment is to allow EMT/Paramedic students to obtain clinical experience at LWMC facilities. The original training provider affiliation agreement was dated November 14, 2018 and presented at the DBOT meeting on December 5, 2018. The amended agreement renews annually from the original approval date.

SUGGESTED MOTION:
Move to approve the amended agreement between Lake Wales Medical Center and South Florida State College as presented.




OFFICE OF THE PRESIDENT

Item 5.3.2

PRESENT TO BOARD: APRIL 24, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: COLLEGIATE HIGH SCHOOL AGREEMENT – DESOTO COUNTY SCHOOL BOARD

Approval is requested to **renew** the collegiate high school agreement between Desoto County School Board and South Florida State College for the purpose of providing Collegiate High School opportunities to DeSoto County. This agreement renews in 2022.

SUGGESTED MOTION:
Move to approve the agreement between DeSoto County School Board and South Florida State College as presented.




OFFICE OF THE PRESIDENT

Item 5.3.3

PRESENT TO BOARD: APRIL 24, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: COLLEGIATE HIGH SCHOOL AGREEMENT – HARDEE COUNTY SCHOOL BOARD

Approval is requested to **renew** the collegiate high school agreement between Hardee County School Board and South Florida State College for the purpose of providing Collegiate High School opportunities to Hardee County. This agreement renews in 2022.

SUGGESTED MOTION:
Move to approve the agreement between Hardee County School Board and South Florida State College as presented.




OFFICE OF THE PRESIDENT

Item 5.3.4

PRESENT TO BOARD: APRIL 24, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: DUAL ENROLLMENT AGREEMENT – THE SCHOOL BOARD OF HIGHLANDS COUNTY

Approval is requested to renew the dual enrollment agreement between Highlands County School Board and South Florida State College for the purpose of providing dual enrollment opportunities to Highlands County. This agreement renews in 2022.

SUGGESTED MOTION:
Move to approve the agreement between The School Board of Highlands County and South Florida State College as presented.




OFFICE OF THE PRESIDENT

Item 5.3.5

PRESENT TO BOARD: APRIL 24, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: DUAL ENROLLMENT AGREEMENT – HARDEE COUNTY SCHOOL BOARD

Approval is requested to renew the dual enrollment agreement between Hardee County School Board and South Florida State College for the purpose of providing dual enrollment opportunities to Hardee County. This agreement renews in 2022.

SUGGESTED MOTION:
Move to approve the agreement between Hardee County School Board and South Florida State College as presented.



OFFICE OF THE PRESIDENT

Item 5.4.1

PRESENT TO BOARD: APRIL 24, 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 March 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	311	\$779,935.87	139	1,068,650.79	662	\$185,400.65	1112	\$2,033,987.31
Feb	1841	\$2,141,373.51	143	1,050,760.10	612	\$150,725.54	2596	\$3,342,859.15
March	360	\$646,979.28	134	874,311.36	534	\$175,860.11	1028	\$1,697,150.75
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	5972	\$8,251,956.67	1236	\$8,718,434.10	5107	\$1,496,203.15	12315	\$18,466,593.92

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	16	\$26,420.96	424	\$833,127.46	440	\$859,548.42		
Feb	22	\$32,714.00	478	\$918,679.42	500	\$951,393.42		
March	34	\$26,986.99	491	\$919,488.04	525	\$946,475.03		
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	175	\$257,427.59	4161	\$8,308,768.00	4336	\$8,566,195.59		

Accounts Payable:

	2017/2018			2018/2019		
	# Payments	Monthly Total	Cumulative Total	# Payments	Monthly Total	Cumulative Total
July	763	\$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	\$8,169,040.59
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	1,585,405.61	\$12,135,035.95	1,105	2,033,987.31	\$13,426,584.02
February	2,343	3,478,993.30	\$15,614,029.25	2,596	3,342,859.15	\$16,769,443.17
March	1,114	1,743,366.49	\$17,357,395.74	1,028	1,697,150.75	\$18,466,593.92
April	1,216	1,560,912.69	\$18,918,308.43			
May	964	1,520,153.34	\$20,438,461.77			
June	1,419	2,198,038.53	\$22,636,500.30			
Totals	15,890	\$22,636,500.30		12,308	\$18,466,593.92	

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	440	859,548.42	\$6,668,327.14
February	483	918,019.48	\$7,312,167.33	500	951,393.42	\$7,619,720.56
March	510	934,052.71	\$8,246,220.04	525	946,475.03	\$8,566,195.59
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		4336	\$8,566,195.59	




OFFICE OF THE PRESIDENT

Item 5.4.2

PRESENT TO BOARD: APRIL 24, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: PROPERTY DISPOSAL

Authorization is requested to delete the items listed below totaling **\$193,164.44** from SFSC property records. These items are obsolete or beyond repair and will be held in storage until disposal.

SUGGESTED MOTION:
Move to approve disposal of College property as presented.

South Florida State College Disposal Items
April 2019

Tag #	Date Purchased	Description	Cost	Condition Code
17217	1/11/2016	Ice Machine for Desoto Campus	\$ 2,170.60	Poor
11934	2/18/2002	John Deere 2653 Mower 2-26" blades	\$ 17,181.00	Poor
14923	9/14/2007	Self Contained Breathing Apparatus	\$ 3,164.70	Poor
14922	9/14/2007	Self Contained Breathing Apparatus	\$ 3,164.70	Poor
14921	9/14/2007	Self Contained Breathing Apparatus	\$ 3,164.70	Poor
14920	9/14/2007	Self Contained Breathing Apparatus	\$ 3,164.70	Poor
14919	9/14/2007	Self Contained Breathing Apparatus	\$ 3,164.70	Poor
14918	8/2/2007	Self Contained Breathing Apparatus	\$ 3,164.70	Poor
17024	10/10/2012	Vital Sim Controller	\$ 3,022.00	Poor
17023	10/10/2012	Vital Sim Controller	\$ 3,022.00	Poor
16709	10/21/2011	Vital Sim Controller	\$ 2,070.00	Poor
16478	9/27/2010	Vital Sim Controller	\$ 2,047.00	Poor
16477	9/27/2010	Vital Sim Controller	\$ 2,047.00	Poor
16476	9/27/2010	Vital Sim Controller	\$ 2,047.00	Poor
17089	2/19/2015	Sim Pad Controller	\$ 3,230.25	Poor
17088	2/19/2015	Sim Pad Controller	\$ 3,230.25	Poor
14924	9/14/2007	Self Contained Breathing Apparatus	\$ 3,164.70	Poor
13292	3/14/2003	Scaler	\$ 1,286.25	Poor
17004	12/5/2012	Ultrasonic Scaler	\$ 1,830.69	Poor
14117	11/28/2005	Nikon D50 Camera	\$ 2,215.00	Poor
17050	12/18/2013	Claris 1310D Intraoral Camera	\$ 1,700.00	Poor
17003	8/30/2012	Ultrasonic Scaler	\$ 1,830.70	Poor
13287	3/14/2003	Film Processor	\$ 4,746.00	Poor
13286	3/14/2003	Film Processor	\$ 4,746.00	Poor
13585	11/12/2003	Embosser	\$ 1,296.95	Poor
15553	7/16/2008	Sheet Fed Scan	\$ 1,795.18	Poor
12447	12/20/2002	Prolaser 111 Infrared Speed Radar Gun	\$ 3,995.00	Poor
12414	12/20/2002	Panasonic AG-456V Camcorder	\$ 1,435.00	Poor
11205	12/20/2002	Radar Speed Detector	\$ 1,844.00	Poor
8297	12/20/2002	Panasonic Camcorder	\$ 1,098.90	Poor
9060	11/5/2002	Recovery Unit	\$ 3,095.00	Poor
7575	11/5/2002	A/C Recovery Unit	\$ 2,376.50	Poor
9564	12/20/2002	Mobile Multi-Media Instructor Center	\$ 1,100.00	Poor
15694	8/27/2008	LCD Flat Panel TV	\$ 2,800.00	Poor
14686	7/16/2007	Dell Laptop	\$ 1,817.01	Poor
15554	7/16/2008	Ice-O-Matic	\$ 1,215.45	Poor
6010	12/20/2002	Shredder	\$ 1,500.00	Poor
14998	9/13/2007	Microscope	\$ 933.28	Poor

Tag #	Date Purchased	Description	Cost	Condition Code
15007	9/13/2007	Microscope	\$ 933.28	Poor
2439	12/20/2002	Binocular Microscope	\$ 1,943.00	Poor
15002	9/13/2007	Microscope	\$ 933.28	Poor
12749	12/20/2002	HP Printer	\$ 1,355.45	Poor
8247	11/4/2002	Fat Analyzer	\$ 2,665.00	Poor
2564	12/20/2002	Microscope	\$ 1,232.70	Poor
14978	9/13/2007	Microscope	\$ 1,025.65	Poor
14975	9/13/2007	Microscope	\$ 1,025.65	Poor
14952	8/23/2007	Microscope	\$ 1,025.64	Poor
13311	4/22/2003	<u>Tanberg</u> Video Con w/ Camera	\$ 9,499.68	Poor
14242	9/8/2006	Infusion Pump	\$ 1,560.00	Poor
14243	9/8/2006	Infusion Pump	\$ 1,560.00	Poor
16667	6/7/2011	Baxter Single Channel Flo-Gard <u>Pkg</u>	\$ 2,450.00	Poor
14640	5/17/2007	Vital Simulator	\$ 2,066.46	Poor
14641	5/17/2007	Vital Simulator	\$ 2,066.46	Poor
17026	10/10/2012	Canon Scanner	\$ 2,495.00	Poor
13888	12/8/2004	Brake Lathe	\$ 7,660.00	Poor
14752	6/29/2007	Condensing Units	\$ 1,191.00	Poor
14753	6/29/2007	Condensing Units	\$ 1,191.00	Poor
14754	6/29/2007	Condensing Units	\$ 1,191.00	Poor
14755	6/29/2007	Condensing Units	\$ 1,191.00	Poor
14756	6/29/2007	Condensing Units	\$ 1,191.00	Poor
14757	6/29/2007	Condensing Units	\$ 1,191.00	Poor
14758	6/29/2007	Condensing Units	\$ 1,191.00	Poor
14751	6/29/2007	Condensing Units	\$ 1,191.00	Poor
17006	8/30/2012	Xerox Color Printer	\$ 1,899.00	Poor
13021	8/28/2002	Left-Return Desk 66"	\$ 1,190.31	Poor
17039	4/10/2013	Dell Laptop	\$ 3,500.00	Poor
5532	12/20/2002	Vulcan Hart Commercial Mixer	\$ 3,115.00	Poor
5530	12/20/2002	Vulcan Hart Range 6-Burners	\$ 1,898.00	Poor
17040	4/23/2013	Electronic Convection Oven	\$ 4,300.00	Poor
F0005223	12/20/2002	Commercial Range Griddle	\$ 1,770.00	Poor
F0005261	12/20/2002	Piano	\$ 1,488.00	Poor
14583	2/14/2007	<u>Dukane</u> Projector	\$ 1,150.00	Poor
13786	6/23/2004	<u>Dukane</u> System	\$ 5,750.00	Poor
9616	12/20/2002	HP LaserJet	\$ 1,304.90	Poor
13152	9/5/2002	HP Printer	\$ 1,359.19	Poor
13497	7/21/2003	HP Printer	\$ 1,453.88	Poor
13347	11/21/2003	Plasma Monitor	\$ 5,084.00	Poor
		TOTAL	\$ 193,164.44	

6.0 Planning and Policy Issues

7.0 Academic and Student Matters



OFFICE OF THE PRESIDENT

Item 7.1

PRESENT TO BOARD: APRIL 24, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL

SUBJECT: FEE PROPOSALS

Request approval of fee proposals:

South Florida State College intends to keep all student-related costs to a minimum. In certain curriculum majors, students will need to cover the cost of instructional materials that are required in the selected program. When approved these fees can be covered through Financial Aid.

- I. **New Fees** – Costs of online test prep materials, psychometrically sound testing instrument, the Dental Hygiene Florida State Board Exam, and maintenance of ultrasonic scalers and air polishers.

Course Prefix#	Course Title	New Fee \$	Effective Term
EDF 2085	Introduction to Diversity for Educators Learning Liaisons will provide an 8-hour face-to-face seminar, for GKT test prep, at the SFSC Highlands Campus. In addition, Learning Liaisons will provide students sixty days of access to the test prep online learning material (\$100.00)	100.00	Fall 2019
EMS 1119	Emergency Medical Technician I FISDAP software assessment package which will be used in conjunction with current curriculum and examinations to prepare students for the end of course certification exam (\$95.00). This software was recommended during the last CoAEMSP site visit to assist in raising the overall exam passage rate.	95.00	Summer 2019
DEH 2806L	Dental Hygiene Clinic IV This new fee includes the addition of the Florida State Board Exam (\$1230.00) and maintenance of ultrasonic scalers and air polishers (\$25.00). Presently, the student pay out-of-pocket following their coursework at the college. The addition of this fee allows for this fee to be	1,255.00	Spring 2020

	collected through financial aid (where applicable) as part of the overall fee structure. This will minimize the monetary impact to the student upon graduation prior to beginning their career.		
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II. Revise Fees

The principal reason for adjusting fees is to allow the student to pre-pay fees through their financial aid award. Most of the fees listed in this section are pass through fees, meaning the college collects the fees and then pays for the instructional material when they are needed by the student. The other fees are directly related to ongoing equipment maintenance or direct use of consumable supplies. Without collecting the fees, the student would have to pay these expenses individually and out-of-pocket. The pass through fee structure allows the student's financial aid award to pre-pay for their program-related fee charges.

Course Prefix#	Course Title	Current Fee \$	Proposed Fee \$	Effective Term
ARR 0001	<p>Fundamentals of Auto Body Repair</p> <p>The increase reflects the additional fees for ICAR online curriculum (\$172.00).</p> <p>Safety glasses (\$16.00), medical supplies (\$7.00), abrasives (\$9.00), welding supplies (\$6.00), masking supplies (\$7.00), painting supplies (\$18.00), handouts and pads (\$9.00), and cleaning supplies (\$12.00)</p> <p>Spray gun cleaner (\$10.00), ICAR Curriculum Annual Fee (\$22.00), ICAR per student fee (\$150.00)</p>	94.00	266.00	Fall 2019
DEH 1800L	<p>Dental Hygiene Clinic I</p> <p>This increase reflects an overall increase in the expendable materials, lab jacket, Prophy headpiece, and decrease in the sharpening horse.</p> <p>Expendable materials (PPE, gloves, barriers, disinfectant, chemicals) (increased \$5.00), Hand instruments (Prophy Handpiece) (increased \$190.00), Lab jacket (increased \$5.00), and sharpening horse (decreased \$6.00)</p>	957.00	1,151.00	Spring 2020
DEH 2804	<p>Dental Hygiene Theory III</p> <p>The increase reflects an increase in the cost of periodontal medicaments and other materials.</p> <p>Disinfectant solution, PPE, masks, gloves (increased \$5.00), Air polisher powder, topical anesthetic, periodontal medicament (increased \$130.00)</p>	157.00	292.00	Fall 2019
DEH 2804L	<p>Dental Hygiene Clinic III</p> <p>The increase in cost reflects an overall increase in the cost of hand instruments and uniforms and a decrease in magnification loupes, biomask frames, and shields.</p>	1,363.00	1,445.00	Fall 2019

	Hand instruments (increased \$65.00), uniforms and clinical jackets (increased \$30.00), magnification loupes, biomask frames, and shields (decreased \$13.00)			
DEH 2806L	Dental Hygiene Clinic IV The decrease reflects a decrease in the expendable materials, Dental Hygiene National Board Exam, and periodontal medicaments. Expendable materials (polishing powder, emergency cart supplies, PPE chemicals, etc.) (decreased \$5.00), Dental Hygiene National Board (decreased \$25.00), and periodontal medicaments (decrease of \$50.00)	830.00	750.00	Spring 2020
DES 1100L	Dental Materials and Expanded Duties Lab The increase reflects an increase in the cost of periodontal medicaments and other materials. Expendable materials (sealant material, cement, liners, bases, IRM, bleaching tray material, mouth guard, trays, wax, dental stone, periodontal dressing, sutures, rubber dam material, sterilization chemicals, unit barriers, chemicals, PPE, masks, gloves, and impression materials) (increase of \$10.00)	125.00	135.00	Spring 2020
EMS 1641	Paramedic Clinical Experience I The increase reflects an increase in the cost of the FISDAP online software. This expansion of this software was recommended during the last CoAEMSP site visit to assist in raising the overall exam passage rate. Expanded to more comprehensive version (increase of \$146.00)	80.00	226.00	Summer 2019
NUR 3080	Dimensions of Baccalaureate Nursing Practice The increase reflects an increase in ATI's Nurse Touch content package fee for students (increase of \$25.00)	250.00	275.00	Fall 2019
RED 4942	Practicum for Assessment and Instruction of Reading The increase reflects an increase in the Learning Liaison subject area exam (SAE) training (increase of \$5.00)	60.00	65.00	Fall 2019

SUGGESTED MOTION:

Move to approve the fee proposals as presented.

8.0 *Purchasing and Other Action Items*

9.0 Reports




OFFICE OF THE PRESIDENT

Item 9.1

PRESENT TO BOARD: APRIL 24, 2019

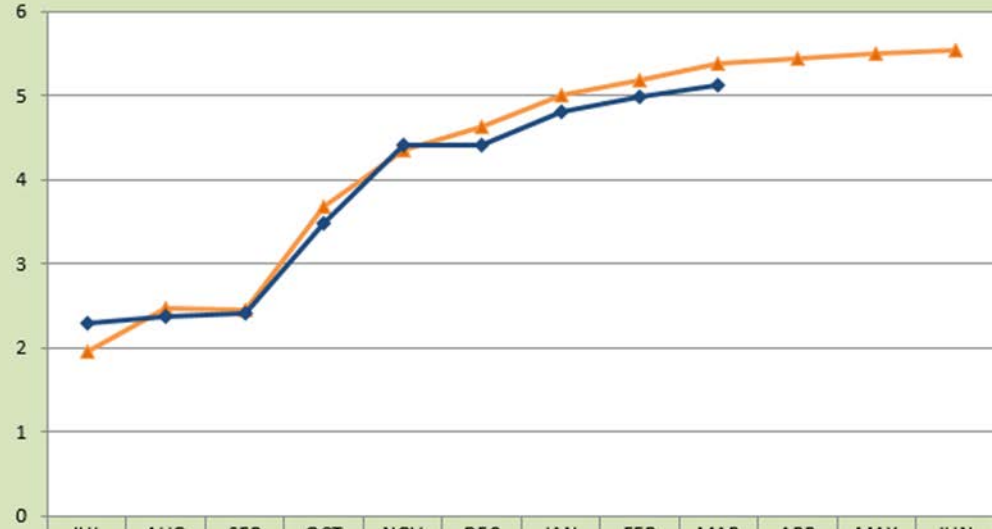
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

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

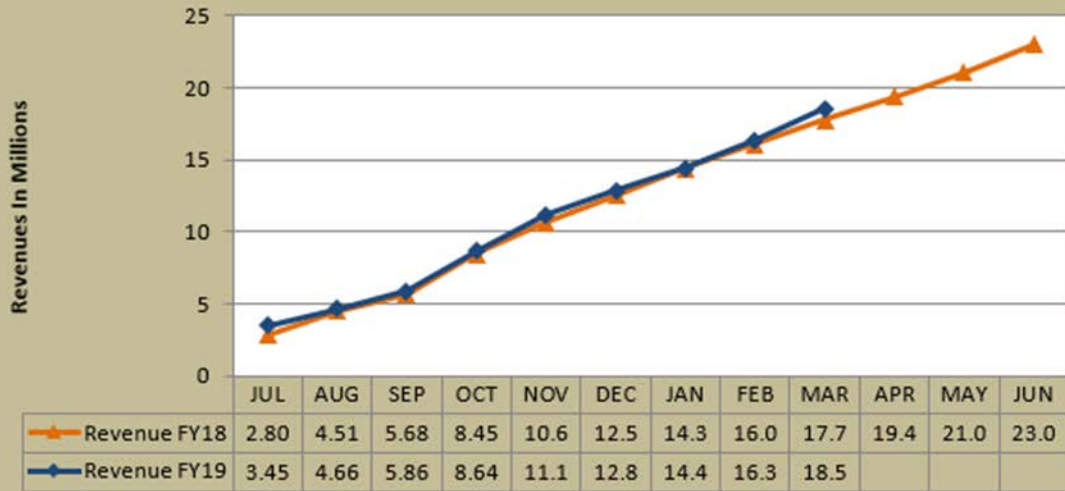
Enclosed for your review are the graphs and a summary of revenues and expenditures compared to budgeted funds within the Operating Budget through March 2019.

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

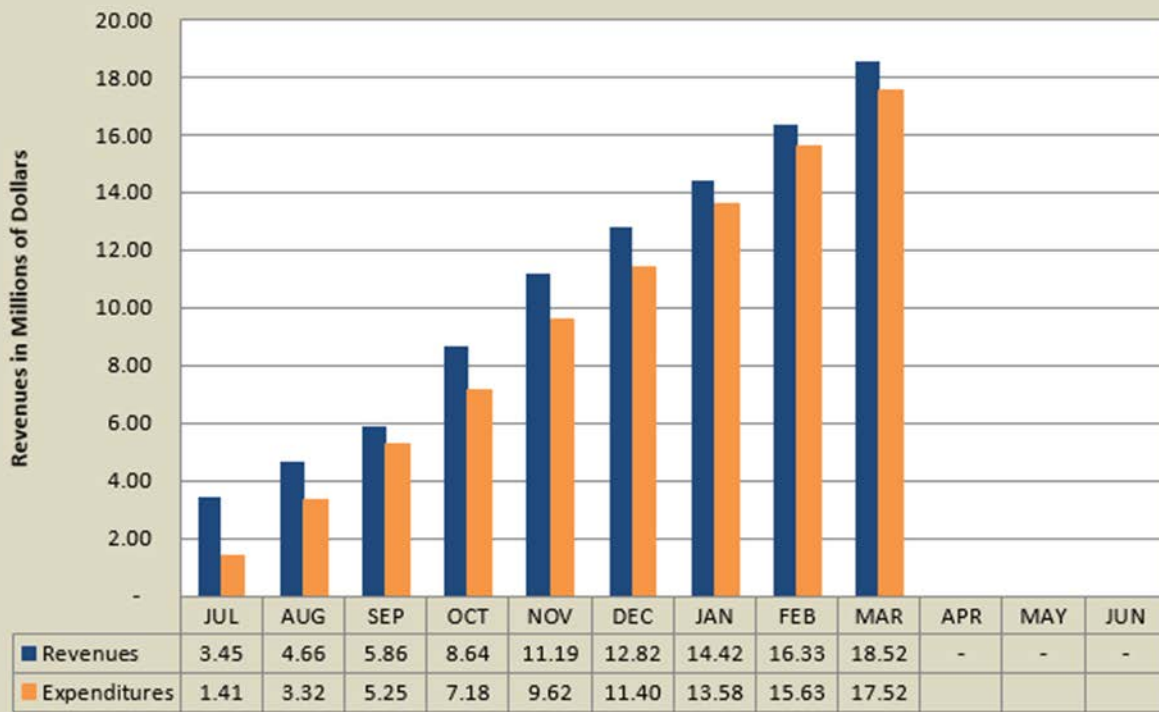


Student Fees FY18	1.96	2.47	2.46	3.69	4.36	4.64	5.00	5.19	5.38	5.43	5.49	5.53
Student Fees FY19	2.30	2.37	2.41	3.48	4.41	4.41	4.81	4.99	5.12			

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



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



South Florida State College					
Revenue and Expenditures for Fund 1					
For Month Ended March 31, 2019					
Code	Account Title	Budget Amount	Amount	Difference	Percentage Collected/Spent to Date
401-403XX	Tuition and Out of State Fees	4,210,370.00	4,419,650.96	(209,280.96)	104.97%
404XX	Lab Fees	489,113.00	427,220.37	61,892.63	87.35%
408XX	Technology Fees	185,938.00	177,754.12	8,183.88	95.60%
405-407XX, 409XX	Other Student Fees	128,591.00	97,201.33	31,389.67	75.59%
416XX	Grants and Contracts from Counties	582,800.00	75,000.00	507,800.00	12.87%
42110	FCSPF-General Revenue	12,162,902.00	9,122,160.51	3,040,741.49	75.00%
4215X	Performance Based Incentive	1,558,109.00	1,059,875.84	498,233.16	68.02%
42210	CO&DS Entitlement	1,100.00		1,100.00	0.00%
42610	FCSPF-Lottery	3,803,945.00	2,535,966.00	1,267,979.00	66.67%
429XX, 439XX	Indirect Costs Recovered	92,750.00	76,684.99	16,065.01	82.68%
441-44400	Cash/Non-Cash Contributions and Gifts	14,000.00	90,937.60	(76,937.60)	649.55%
46400	Use of College Facilities	100,000.00	65,182.39	34,817.61	65.18%
466XX, 467XX	Other Sales and Services	269,131.00	321,807.58	(52,676.58)	119.57%
48100	Interest and Dividends	10,000.00	19,560.27	(9,560.27)	195.60%
487XX, 489XX	Fines and Penalties/Miscellaneous	117,255.00	29,805.04	87,449.96	25.42%
49XXX	Transfers and Other Revenues	200,000.00	320.12	199,679.88	0.16%
	Total Revenue	\$ 23,926,004.00	\$ 18,519,127.12	\$ 5,406,876.88	77.40%
51XXX	Management	1,825,560.00	1,361,967.84	463,592.16	74.61%
52XXX	Instructional	4,810,220.00	3,130,368.34	1,679,851.66	65.08%
53XXX	Other Professional	2,748,874.00	2,116,008.37	632,865.63	76.98%
54XXX	Career Staff	2,457,549.00	1,823,544.93	634,004.07	74.20%
56XXX	Other Professional-Instructional	1,438,924.00	859,301.63	579,622.37	59.72%
57XXX	Other Professional-Tech/Clerical/Trade	156,599.00	103,475.03	53,123.97	66.08%
58XXX	Student Employment	25,000.00	6,737.85	18,262.15	26.95%
585XX	Employees Awards	328,039.00	324,825.42	3,213.58	99.02%
59XXX	Benefits	4,394,526.00	2,938,916.85	1,455,609.15	66.88%
	Total Personnel	\$ 18,185,291.00	\$ 12,665,146.26	\$ 5,520,144.74	69.65%
605XX	Travel	288,020.00	176,408.68	111,611.32	61.25%
61000	Freight and Postage	18,245.00	12,628.65	5,616.35	69.22%
615XX	Telecommunications	61,715.00	41,324.54	20,390.46	66.96%
62000	Printing	34,215.00	36,734.09	(2,519.09)	107.36%
625XX	Repairs and Maintenance	1,048,045.00	846,877.80	201,167.20	80.81%
63000	Rentals	156,570.00	113,921.16	42,648.84	72.76%
635XX, 637XX	Insurance	388,750.00	391,043.44	(2,293.44)	100.59%
640XX	Utilities	1,455,175.00	1,218,370.25	236,804.75	83.73%
645XX	Other Services	816,394.00	560,650.43	255,743.57	68.67%
64700	Grant Aid	2,280.00	5,216.96	(2,936.96)	228.81%
650XX	Professional Fees	196,530.00	146,298.90	50,231.10	74.44%
655XX	Education Office/Dept Material Supp	686,948.00	473,874.31	213,073.69	68.98%
657XX	Data Software	21,750.00	47,093.19	(25,343.19)	216.52%
66000	Maint/Construction Material/Supp	323,645.00	218,125.08	105,519.92	67.40%
665XX	Other Materials and Supplies	137,830.00	81,189.88	56,640.12	58.91%
670XX	Subscriptions/Library	51,635.00	47,484.52	4,150.48	91.96%
675XX	Purchases for Resale	45,075.00	25,069.02	20,005.98	55.62%
680XX	Scholarships	45,500.00	33,935.50	11,564.50	74.58%
69XXX	Transfers and Other Expenses	125,000.00	14,048.86	110,951.14	11.24%
	Total Current Expenses	\$ 5,903,322.00	\$ 4,490,295.26	\$ 1,413,026.74	76.06%
706XX	Minor Equipment >1000<5000	75,000.00	15,163.58	59,836.42	20.22%
71000	Furniture and Equipment	419,997.00	351,024.59	68,972.41	83.58%
	Total Capital Outlay	\$ 494,997.00	\$ 366,188.17	\$ 128,808.83	73.98%



OFFICE OF THE PRESIDENT

Item 9.2

PRESENT TO BOARD: APRIL 24, 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 March 2019 meeting of the College District Board of Trustees. The included dates are March 5, 2019 to April 9, 2019. The total amount reported is **\$35,223.06**.

II. Foundation Update

- Duke Energy visit to Hardee Campus
- Retiree Luncheon on Campus
- RFP Finalist selected
- Young Alumni Contest
- Spring Dinner Event

**South Florida State College Foundation
DBOT Gift Summary Report 3/5/19 - 4/9/19**

Fund ID	Fund Description	# Gifts	Cash	GIK	Total
1000	Unrestricted	37	\$1,482.00	\$898.82	\$2,380.82
2000	Jacaranda Restoration Fund	2	\$12.00	\$0.00	\$12.00
5011	SFSC General Scholarship	14	\$222.00	\$0.00	\$222.00
5025	General Nursing Scholarship	2	\$1.00	\$0.00	\$1.00
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	4	\$60.00	\$0.00	\$60.00
5058	Take Stock In Children - Ops	6	\$370.00	\$0.00	\$370.00
5095	Dental Programs	2	\$50.00	\$0.00	\$50.00
5110	Highlands Co. Bar Assoc <u>S'ship</u>	5	\$10,100.00	\$0.00	\$10,100.00
5158	TSIC Scholarships	17	\$6,337.24	\$0.00	\$6,337.24
6005	Partnership Project	54	\$15,356.00	\$123.00	\$15,479.00
6010	STEM Endowment	4	\$90.00	\$0.00	\$90.00
Grand Totals:		159	\$34,201.24	\$1,021.82	\$35,223.06

159 Gift(s) listed

95 Donor(s) listed



OFFICE OF THE PRESIDENT

Item 9.3

PRESENT TO BOARD: APRIL 24, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANTS DEVELOPMENT

Proposals in Development

Title: National Farmworker Jobs Program
Source: Florida Department of Education
Amount: \$290,049
Description: Funding will be requested to continue offering the Migrant and Seasonal Farmworker Program to residents of DeSoto, Hardee, and Highlands counties. The program focuses on education and training options that strengthen the ability of eligible farmworkers and their families to achieve economic self-sufficiency.

Title: Healthy Smiles for Highlands County
Source: Highlands County Hospital District
Amount: \$17,000
Description: The SFSC Division of Health Sciences will be requesting funds to continue providing preventative dental services to high-need populations throughout Highlands County, including children, indigent adults, and residents with special needs.

Declined Proposals

Title: Cultural Programs ArtWorks Projects
Source: National Endowment for the Arts (NEA)
Amount: \$65,000
Description: Funds have been declined from NEA to support Kaleidoscope, Trending Now, and Young People's Theatre.