



**SFSC
District Board of Trustees
Regular Meeting
May 22, 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: MAY 22, 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 May 22, 2019 be adopted.

SUGGESTED MOTION:

Move to adopt the agenda of the regular meeting of May 22, 2019 as presented.

**REGULAR MEETING AGENDA
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
HIGHLANDS CAMPUS
MAY 22, 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 – April 24, 2019
 - 1.3 Review of Agenda Master Calendar
- 2.0 Communications, Introductions, and Recognition
 - 2.1 New Employee Introductions
- 3.0 Public Comment
- 4.0 Presentation
- 5.0 Consent Agenda Action Items
 - 5.1 Personnel Actions
 - 5.2 Agreements and Contracts
 - 5.2.1 Lease Agreements – Hotel Jacaranda and SFSC Teacherage
 - 5.2.2 Lease Agreement – Florida Center for Addictions and Dual Disorders
 - 5.2.3 Contracts for Private Attorney Services 2019-2020 and Reappointment of College Attorney
 - 5.2.4 College Resource Deputy Agreement – Highlands County Sheriff's Office
 - 5.3.5 Training Provider Agreement – CareerSource Polk
 - 5.3 Operating Actions
 - 5.3.1 Monthly Accounts Payable & Payroll Check Register
 - 5.3.2 Bad Debt Listing
- 6.0 Planning and Policy Issues
- 7.0 Academic and Student Matters
 - 7.1 Curriculum Proposals
- 8.0 Other Action Items
 - 8.1 SFSC 2019-2020 Budget Proposal
 - 8.2 Annual Facilities Inspection Summary Report
 - 8.3 RFP 18-03 Campus-Wide Access Control
- 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: MAY 22, 2019
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
FROM: THOMAS C. LEITZEL 
SUBJECT: MINUTES – REGULAR MEETING – APRIL 24, 2019

It is recommended that the minutes of the regular meeting held April 24, 2019 be approved as presented and recorded in the Supplemental Minute Book.

SUGGESTED MOTION:

Move to approve the minutes of the April 24, 2019 regular meeting as presented.

**MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
APRIL 24, 2019**

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

Staff Present:

Mrs. Jamie Bateman	Mrs. Ashley Bennett	Mr. Erik Christensen
Ms. Cindy Garren	Dr. Michele Heston	Dr. Theresa James
Mr. Gregory Jones	Mrs. Sharmin Jones	Mr. Don Kesterson
Mrs. Melissa Kuehnle	Ms. Deborah Latter	Ms. Melissa Lee
Dr. Kristina Lewis	Mr. Glenn Little	Mrs. Ashley Lucas
Ms. Mlisa Manning	Dr. Sidney Valentine	Dr. Chris van der Kaay
Mrs. Mary VonMerveldt	Mrs. June Weyrauch	Dr. Tim Wise

Others Present: Mrs. Barbara Kirschner

The regular meeting of the District Board of Trustees was called to order at 1:03 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

Dr. Leitzel requested an amendment to the agenda. He requested to add the retirement recognition of Dr. Kristina Lewis in section 2.2 Employee Retirement Recognition. He apologized to the Board and Dr. Lewis as there was an error on the calculation of her her years of service.

Mr. Wright made a motion, seconded by Mr. Lambert, to adopt the agenda of the regular meeting held April 24, 2019 as amended. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Louis Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright.

Motion carried by unanimous vote.

1.2 Approval of Minutes

1.2.1 Regular Meeting Minutes

Mr. Lambert made a motion, seconded by Mr. Backer, to approve the minutes 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. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

1.3 Review of Agenda Master Calendar

The Agenda Master Calendar was reviewed. 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
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	Melissa Lee	01/02/19
Mlisa Manning	Instructor, Sociology	Sidney Valentine	01/03/19

2.2 Employee Retirement Recognition

Dr. Leitzel recognized Dr. Kristina Lewis for her many years of service to South Florida State College with Professor, Emerita. Dr. Lewis briefly spoke about her time at South Florida State College and her colleagues. She thanked Dr. Leitzel and the Board.

Dr. Leitzel also recognized the retirement of Dr. Christopher McConnell but due to a scheduling conflict he was unable to attend the board meeting.

Mr. Lambert made a motion, seconded by Mrs. Rider, to recognize the retirements of Dr. Kristina Lewis and Dr. Christopher McConnell for their many years of service to South Florida State College. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

3.0 PUBLIC COMMENT

None

4.0 PRESENTATION

4.1 Student Life, Activities, Services, and Athletics

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

(EXHIBIT "A")

5.0 CONSENT AGENDA ACTION ITEMS

5.1 Personnel Actions

Approved a list of appointments: full-time career services staff; resignations; terminations; full-time professional staff, 2019-20; full-time career staff, 2019-20; and adjunct faculty for the 2018-19 academic year as needed.

(EXHIBIT "B")

5.2 Grant Awards

5.2.1 Panther Youth Partners

CareerSource Florida

up to \$ 746,000

5.2.2 Heartland Games for Active Adults

Florida Sports Foundation

\$ 1,500

5.3 Agreements and Contracts

- 5.3.1 Approved the amended agreement between Lake Wales Medical Center and South Florida State College as presented. *(EXHIBIT "C")*
- 5.3.2 Approved the renewal agreement between DeSoto County School Board and South Florida State College as presented. *(EXHIBIT "D")*
- 5.3.3 Approved the renewal agreement between Hardee County School Board and South Florida State College as presented. *(EXHIBIT "E")*
- 5.3.4 Approved the renewal agreement between The School Board of Highlands County and South Florida State College as presented. *(EXHIBIT "F")*
- 5.3.5 Approved the renewal agreement between Hardee County School Board and South Florida State College as presented. *(EXHIBIT "G")*

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 month of March 2019.

(EXHIBIT "H")

5.4.2 Property Disposal

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

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, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

6.0 PLANNING AND POLICY ISSUES

None

7.0 ACADEMIC AND STUDENT MATTERS

7.1 Fee Proposals

Dr. Valentine presented the fee proposals. *(EXHIBIT "J")*

Dr. Valentine gave a brief overview of the fee proposals. He stated 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. Dr. Valentine also informed the Board 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 the revised fee section are pass through fees, this means the college collects the fees and then pays for the instructional material when they are needed by the student. The college does not profit from any of these fee changes. He stated 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. Dr. Valentine stated the pass through fee structure allows the student's financial aid award to pre-pay for their program-related fee charges. Both Mr. Bryan and Mr. Wright asked for clarification on the revised fee proposals. Dr. Valentine addressed their concerns.

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

8.0 PURCHASING AND OTHER ACTION ITEMS

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 March 2019.

(EXHIBIT "K")

Mrs. Cullens thanked Mrs. Puckorius for her review of the financial warrants and reports.

9.2 Foundation Report

Mrs. Bateman reported that the South Florida State College Foundation, Inc. received donations and pledges in the amount of **\$35,223.06** from March 5 through April 9, 2019. Mrs. Bateman shared that Duke Energy visited the Hardee campus to see the Linemen program. She informed the Board that Mr. Jerry Miller and Ms. Isabel Nieto, who is the Workforce Development Consultant shared the benefits for working with Duke with the linemen students. They answered questions on being hired and what Duke looks for in an applicant. Mrs. Bateman stated that Duke may have some other opportunities to support SFSC. Mrs. Bateman thanked Dr. Heston for hosting the Retiree Luncheon last month. She stated that the luncheon had a great turnout and many stayed to see what it was like to work on the SIM Models. She shared with the Board on the passing of one of the Retirees, Mrs. Carol Emery, who served as a math professor for many years. Mrs. Bateman reported that the Executive Committee approved the recommendations from the Finance Committee last week for on the investment managers. She informed the Board they did agree on two businesses, U.S. Trust and South Street Advisors. Mrs. Bateman shared that the alumni association has been attending SGA meetings with the intentions of engaging students while they are still at the college versus trying to capture them after graduation. She stated at a recent meeting, the alumni association held a drawing to entice the students to sign up for the association newsletter. She reported that the alumni association now has sixty-three new students. She shared a picture of the two student winners from the drawing. Mrs. Bateman also shared a picture of the Alumni Founders group. Mrs. Bateman gave a brief overview of the Spring dinner.

9.3 Resource Development

I. Grants Development Report

Dr. van der Kaay distributed and reviewed the Grants Development Report dated 4/24/19. He gave a brief description of the grants.

II. Proposals in Development

A. National Farmworker Jobs Program

Florida Department of Education \$ 290,049

B. Healthy Smiles for Highlands County

Highlands County Hospital District \$ 17,000

III. Declined Proposals

A. Cultural Programs ArtWorks Projects

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

9.4 **President's Report**

Dr. Leitzel thanked Mrs. Bennett and Mrs. Weyrauch for their work and recognized everyone's contribution on Administrative Assistant Day.

Dr. Leitzel reported on the following items:

1. Distributed Governor DeSantis' Proclamation that April is Florida College System Month along with facts about community colleges and their impact that was provided by AACC. Dr. Leitzel thanked Governor DeSantis.
2. Announced that IRSC and Miami Dade College were the Aspen Winners this year. He congratulated both colleges. Dr. Leitzel asked Dr. van der Kaay to present on the Florida College System IPEDS Reporting Year 2018-19 Graduation Rates. Dr. van der Kaay gave a brief presentation to the Board. He informed the Board that SFSC now holds the distinction of having the highest 100%, 150%, and 200% FT FTIC completion rates in the FCS.
3. Announced Up-coming College Events: Spring Commencement on May 7 and Leadercast event on May 10.
4. Review of College Events: Male Minority Initiative on April 12; PTK Academic All Stars on April 4; PBL Student Winners; Annual Student Art Show – Dr. Leitzel announced the student art show President's Award winner whose art work will be featured on the new college birthday cards for 2019-20, Ms. Kelli Sullivan; and 2019 Conference on Caring event on April 25.
5. Informed the Board that the Hotel Jacaranda will need to be tented for termites. He stated that the dates for the tenting have not been set as of right now.
6. Highlighted the Performing Arts Reveal dinner event. Dr. Leitzel thanked Mr. Backer, Mrs. Puckorius, and Mrs. Rider for their support and attendance. Ms. Cindy Garren announced the 2019-20 season line-up to the Board.
7. Service Employee International Union (SEIU) Update: Dr. Leitzel stated the Service Employees International Union vote count is scheduled on April 30 by PERC in Tallahassee.
8. Tallahassee Update: May 3 is 60th day marking the end of the session. Mr. Little gave a brief update on session issues.
9. Announced that the Budget Workshop will be held on May 22 at 10am followed by the regular DBOT meeting at 1pm.

Dr. Leitzel shared that Mrs. Pat Backer retired after forty-three years in banking. He thanked Mr. Backer for the invitation to her retirement farewell. Dr. Leitzel wished Mrs. Backer the best.

9.5 **Board Attorney's Report**

Mrs. Karlson stated no report.

9.6 **Board Members' Reports**

Mrs. Puckorius stated no report.

Mr. Backer stated that he enjoyed Ms. Cindy Garren's Reveal dinner event.

Dr. Kirschner had to leave during the President's Report due to a prior commitment.

Mr. Lambert stated no report.

Mrs. Rider stated she had a wonderful time at Ms. Cindy Garren's Reveal dinner event.

Mr. Wright stated he would like for all those who received SFSC colored socks to wear them at the spring commencement.

Mr. Bryan stated no report.

9.7 Board Chair Report

Mrs. Cullens reported that Mr. Erik Christensen was asked by ACCT to present at this year's ACCT Leadership Congress on OER in San Francisco. She thanked Ms. Garren for her collection of food for the SFSC food pantry. Mrs. Cullens reported that it could be a year to a year and half before reappointments are confirmed by the Governor. She also requested that all those who received SFSC colored socks to wear them at the spring commencement on May 7. Mrs. Cullens thanked Mrs. Bennett and Mrs. Weyrauch for their work and that she appreciates everything they do.

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 3:21 p.m.




OFFICE OF THE PRESIDENT

Item 1.3

PRESENT TO BOARD: MAY 22, 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

MAY 2019	JUNE 2019	JULY 2019
<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>	<p>17 Board Meeting, 1 PM Highlands Campus</p>
AUGUST 2019	SEPTEMBER 2019	OCTOBER 2019
<p>21 * Board Meeting, 1 PM Highlands Campus</p>	<p>18 * Board Meeting, 1 PM Highlands Campus</p>	<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>
NOVEMBER 2019	DECEMBER 2019	JANUARY 2020
<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>	<p>22 * Board Meeting, 1 PM Highlands Campus</p>
FEBRUARY 2020	MARCH 2020	APRIL 2020
<p>19 * Board Meeting, 1 PM Highlands Campus</p>	<p>25 * Board Meeting, 1 PM Highlands Campus</p>	<p>22 * 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: MAY 22, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: NEW EMPLOYEE INTRODUCTIONS

Employee	Position	Supervisor	Hired
Sara Sconyers	Maintenance Office Clerk	Cheryl Arpasi	02/01/19

3.0 *Public Comment*


4.0 Presentations

5.0 Consent Agenda Action Items



OFFICE OF THE PRESIDENT

Item 5.0

PRESENT TO BOARD: MAY 22, 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
5.1	Personnel Actions	21
5.2	Agreements and Contracts	23
	5.2.1 Lease Agreements – Hotel Jacaranda and SFSC Teacherage	
	5.2.2 Lease Agreement – Florida Center for Addictions and Dual Disorders	
	5.2.3 Contracts for Private Attorney Services 2019-2020 and Reappointment of College Attorney	
	5.2.4 College Resource Deputy Agreement – Highlands County Sheriff’s Office	
	5.2.5 Training Provider Agreement – CareerSource Polk	
5.3	Operating Actions	29
	5.3.1 Monthly Accounts Payable & Payroll Check Register	
	5.3.2 Bad Debt Listing	



OFFICE OF THE PRESIDENT

Item 5.1

PRESENT TO BOARD: MAY 22, 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 PROFESSIONAL STAFF:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Markey, Heidi	Director, Financial Aid	06/03/19

II. APPOINTMENTS, FULL-TIME CAREER SERVICES STAFF:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Sorensen, Tia	Library Assistant II; Circulation	05/01/19

III. RETIREMENTS:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Stevens, Cherie	Professor, Computer Science	07/31/19
Ramos, Enrique	Professor, TLC	07/18/19

IV. RESIGNATIONS:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Dollard, Derrio	Specialized Maintenance, HVAC	04/19/19
Marley, Evelyn	Instructor, Nursing	04/22/19
Rodriguez, Susan	Custodian	04/22/19
Fortaleza, Gregson	End User Support Analyst	04/30/19
McConniel, Rebecca	Community Relations Specialist	05/31/19
Bates, Ralph	Coordinator, Welding	06/24/19
Moyer, Debra	College Recruiter	07/18/19

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

<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Anderson, Millie	Creative Writing/ABE/GED/ESOL	II
Brewington, Taylor	ABE/GED/ESOL	II
Chavis, Kerry	ABE/GED/ESOL	II
Damico, Karyn	ABE/GED/ESOL	II
Samperi, Samuel	AC Technology	IV

SUGGESTED MOTION:

Move to approve the personnel recommendations as presented.




OFFICE OF THE PRESIDENT

Item 5.2.1

PRESENT TO BOARD: MAY 22, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: LEASE AGREEMENTS – HOTEL JACARANDA AND SFSC TEACHERAGE

Approval is requested to **renew** the following lease agreements between South Florida State College and the SFSC Foundation, Inc. for the 2019-2020 fiscal year.

Site	2018-19 Monthly Rate	2019-20 Monthly Rate	Purpose of Lease
Hotel Jacaranda	\$6,709	\$6,709	Classroom and Lab Space
SFSC Teacherage	\$865	\$865	Classroom Space

SUGGESTED MOTION:
Move to approve the renewal of lease agreements for the Hotel Jacaranda and the SFSC Teacherage as presented.




OFFICE OF THE PRESIDENT

Item 5.2.2

PRESENT TO BOARD: MAY 22, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: LEASE AGREEMENT – FLORIDA CENTER FOR ADDICTIONS AND DUAL DISORDERS

Approval is requested to renew the lease agreement between Tri-County Human Services, Inc. and South Florida State College for the Florida Center for Addictions and Dual Disorders at an annual rate of \$138,900. This represents no change from the prior year.

SUGGESTED MOTION:
Move to approve the renewal of the lease agreement between Tri-County Human Services, Inc. and South Florida State College for the Florida Center for Addictions and Dual Disorders as presented.




OFFICE OF THE PRESIDENT

Item 5.2.3

PRESENT TO BOARD: MAY 22, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: CONTRACTS FOR PRIVATE ATTORNEY SERVICES 2019-2020 AND
REAPPOINTMENT OF COLLEGE ATTORNY

Approval is requested from the District Board of Trustees to enter into contracts for the July 1, 2019 through June 30, 2020 fiscal year with the firms currently engaged to represent South Florida State College as needed. We have been pleased with the services provided by Allen, Norton & Blue, P.A., for employment law issues and Karlson Law Group, P.A., as the College Attorney.

Allen, Norton & Blue, P.A.

Allen, Norton, & Blue, P.A., has agreed to continue to provide services under the same terms and at the same rates as in 2018-2019 as listed below.

- Annual Retainer: \$500
- Hourly Rates:
 - W. Reynolds Allen & Partners.....\$225
 - Associates.....\$200
 - Paralegals.....\$85

Karlson Law Group, P.A.

Karlson Law Group, P.A., has agreed to continue to provide services under the same terms and at the same rates as in 2018-2019 as listed below, but with one additional consideration.

- Retainer of \$1,000 per month to include up to six hours of consultation each month (including participation at monthly Board meetings).
- Special work beyond the base six hours will be paid on an hourly basis of \$125 per hour.
- In addition, the children of Pamela T. Karlson will be granted a fee waiver or exemption for courses taken at SFSC towards a certificate program or towards an AS or AA degree. This fee waiver or exemption is only in effect while Pamela T. Karlson is contracted with SFSC as the Board Attorney.

SUGGESTED MOTION:

Move to approve contracting for continued legal services with Allen, Norton & Blue, P.A. and Karlson Law Group, P.A. for the 2019-2020 fiscal year under the terms and rates listed above.




OFFICE OF THE PRESIDENT

Item 5.2.4

PRESENT TO BOARD: MAY 22, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: COLLEGE RESOURCE DEPUTY AGREEMENT – HIGHLANDS COUNTY
SHERIFF'S OFFICE

Approval is requested to enter into a **new** agreement between SFSC and Paul Blackman, Sheriff of Highlands County, Florida, for the State College Resource Deputy Program, replacing the request originated with former Sheriff Susan Benton. This agreement provides SFSC Highlands Campus with one College Resource Deputy (CRD) from the Highlands County Sheriff's Office with duties and responsibilities as outlined clearly in the agreement. SFSC and the Sheriff will equally share the costs of the assigned CRD's salary, benefits, and associated costs upon approval.

SUGGESTED MOTION:
Move to approve the agreement between South Florida State College and Paul Blackman, Sheriff of Highlands County, Florida, for the State College Resource Deputy Program as presented.




OFFICE OF THE PRESIDENT

Item 5.2.5

PRESENT TO BOARD: MAY 22, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: TRAINING PROVIDER AGREEMENT – CAREERSOURCE POLK

Approval is requested to renew the training provider agreement between Career Source Polk and South Florida State College for the purpose of providing services to include wage verification, wage tracking, and job placement in Polk County. This agreement renews annually.

SUGGESTED MOTION:
Move to approve the agreement between CareerSource Polk and South Florida State College as presented.




OFFICE OF THE PRESIDENT

Item 5.3.1

PRESENT TO BOARD: MAY 22, 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 April 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	516	\$656,752.67	135	946,322.89	671	\$164,664.68	1322	\$1,767,740.24
May		\$0.00		0.00		\$0.00	0	\$0.00
June		\$0.00		0.00		\$0.00	0	\$0.00
Totals	6488	\$8,908,709.34	1371	\$9,664,756.99	5778	\$1,660,867.83	13637	\$20,234,334.16

Payroll:						
	2018/2019 Checks		2018/2019 Electronic		2018/2019 Totals	
	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	23	\$31,977.74	480	\$918,907.25	503	\$950,884.99
May		\$0.00		\$0.00	0	\$0.00
June		\$0.00		\$0.00	0	\$0.00
Totals	198	\$289,405.33	4641	\$9,227,675.25	4839	\$9,517,080.58

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	1,322	1,767,740.24	\$20,234,334.16
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		13,630	\$20,234,334.16	

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	503	950,884.99	\$9,517,080.58
May	507	997,313.75	\$10,217,201.41			
June	441	944,983.19	\$11,162,184.60			\$0.00
Totals	5719	\$11,162,184.60		4839	\$9,517,080.58	



OFFICE OF THE PRESIDENT

Item 5.3.2

PRESENT TO BOARD: MAY 22, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL

SUBJECT: BAD DEBT LISTING

Bad debts totaling \$19,594.74 are requested to be written off as the debts appear to be uncollectible. The \$19,397.79 represents 0.40% of the associated \$4,842,032 of student revenue collected in 2016-2017. The non-student receivables represent debts owed related to the business operations of the College that are uncollectible. The debts consist of the following:

Debt Type	Total Amount
Title IV Pell - Returns	\$9,302.27
Title IV Pell - Returns - Bookstore Charges	\$3,733.79
Library Fees	\$ 931.89
Unpaid VA Deferment	\$4,122.24
Third Party	\$1,004.40
Miscellaneous	\$ 303.20
Total	\$19,397.79
Non-Student Receivables	\$196.95
	\$19,594.74

Bad debt totals for student receivables for the past three years.

Year Written Off	Bad Debt Totals	Associated Student revenue	%
2017/2018	\$27,444.04	\$4,599,825.90	0.60%
2016/2017	\$20,115.75	\$4,745,784.11	0.42%
2015/2016	\$27,974.52	\$4,687,764.85	0.59%

SUGGESTED MOTION:

Move to approve the write off of uncollectible debt in the amount of \$19,594.74 as listed above.


6.0 Planning and Policy Issues

7.0 Academic and Student Matters



OFFICE OF THE PRESIDENT

Item 7.1

PRESENT TO BOARD: MAY 22, 2019
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
FROM: THOMAS C. LEITZEL 
SUBJECT: CURRICULUM PROPOSALS

Approval is requested for the following curriculum proposals:

I. PROGRAM REVISIONS

Request approval to revise both the air conditioning and the electric line service programs' titles, course structure/curriculum, and CIP#s to align with FLDOE curriculum frameworks; no program length changes, effective Fall 2019 (202010):

- **Air Conditioning, Refrigeration, and Heating Technology OC #3250**
 - Change Title to Heating, Ventilation, Air Conditioning/Refrigeration (HVAC/R)
 - Change CIP# from 0647020106 to 0615050110
 - Add ACR 0930L Selected Topics in Air Conditioning Lab 150 contact hours as an option to ACR 0080L Air Conditioning, Refrigeration, and Heating Mechanics Lab I 150 contact hours in Second Year Fall Term.

- **Electric Line Service Repair OC #3300**
 - Change Title to Electrical Lineworker
 - Change CIP# from 0646030300 to 0646030302

Request approval to revise nursing program's admission requirements. The Florida Department of Education has rescaled the TABE test to include TABE exemptions. No program length change; effective Fall 2019 (202010):

- **Practical Nursing OC #3400**
Change Admission Requirement #2 from Placement test scores of 11.0 in reading, 11.0 in math, and 11.0 in language on the TABE or take college placement test.

to

Demonstrate competency in English, reading and math. Student may satisfy this requirement by completing any one of the following options prior to application to the program:

- Earn an associate degree or higher; or
- Entered 9th grade in Florida public school in the 2003-2004 school year, or any year thereafter, and earned a Florida standard high school diploma; or
- Earned a State of Florida High School Equivalency Diploma (GED) within two years of admission; or
- Attained the following scores on approved testing (if TABE is being used to establish competency, target scores must be achieved prior to program exit):

TABE 11 & 12 (Test for Adult Basic Education) (Taken after 12/30/18)

Exam	Score
Math	657 or higher
Reading	617 or higher
Language	631 or higher

TABE 9 & 10 (Test for Adult Basic Education) (Taken before 12/31/18)

Exam	Score
Math	11
English	11
Language	11

PERT (FL Education Readiness Test)

Exam	Score
Reading	106
Writing	103
Mathematics	114

SAT, The College Board (Since March 1, 2016)

Exam	Score
Reading Test	24
Writing and Language Test	25
Math Test	24

ACT with Writing or ACT

Exam	Score
Reading	19
English	17
Mathematics	19

Request approval to revise Dental Hygiene AS program's course structure to better prepare dental students for the National Board Exams. No change to program length; effective Fall 2019 (202010):

- **Dental Hygiene AS #1640**
 - Move DEH 2702 Community Dental Health from Second Year Spring Term to Second Year Fall Term
 - Move DEH 2710 Nutritional and Dental Health from Second Year Fall Term to Second Year Spring Term.

- Remove DEH 2702L Community Dental Health Lab as a corequisite in DEH 2702 Community Dental Health
- Change DEH 2702 Community Dental Health from corequisite to prerequisite in DEH 2702L Community Dental Health Lab
- Change DEH 2300 Pharmacology and Pain Control from corequisite to prerequisite in DEH 2710 Nutritional and Dental Health

II. COURSE DELETIONS

Courses listed below fall in accordance with Procedure 2092; courses not taught during the past five years and will not be offered in next five years should be removed from the College Catalog and Statewide Course Numbering System. Request approval to delete following courses effective Summer 2019 (201930).

- CET 1610C Cisco Router Technology *
- CET 1615C Cisco Advanced Router Technology *
- CET 1620C Cisco Project Based Learning *
- EEV 0548 MS Windows - Directory Services Lab *
- EEV 0548L MS Windows - Directory Services Lab
- EEV 0684 Wireless Network Services I *
- EEV 0684L Wireless Network Services I Lab
- ETP 0176L Electrical Distribution Lab
- EUH 1001 Western Civilization II
- MEA 0810 Occupational Medical Work Experience *
- MEA 0810L Occupational Medical Work Experience Lab
- THE 2010 Theatre History And Appreciation

* Related lab fee will automatically be deleted.

SUGGESTED MOTION:


Move to approve the curriculum proposals as presented.

8.0 *Purchasing and Other Action Items*



OFFICE OF THE PRESIDENT

Item 8.1

PRESENT TO BOARD: MAY 22, 2019
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
FROM: THOMAS C. LEITZEL 
SUBJECT: SFSC 2019-2020 BUDGET PROPOSAL

The proposed South Florida State College Operating Budget and Capital Outlay Budget for 2019-2020 is presented for your consideration under separate cover and will be discussed at the Budget Workshop prior to the Board meeting. Approval of both budgets is requested, including student fee rates and a revised salary schedule.

This budget was developed through a participative process with our six strategic initiatives and goals in mind:

- Initiative #1 Develop exemplary student services programs that support student success
- Initiative #2 Formulate responsive programs that meet community needs
- Initiative #3 Provide students with an engaging learning experience within and beyond the classroom
- Initiative #4 Create innovative programs and partnerships that drive regional economic growth and respond to sector strategies
- Initiative #5 Develop and implement diverse strategies that will increase funding needed to support institutional initiatives
- Initiative #6 Provide programs and resources that inspire employee growth/development

Approval of the new budgets will allow us to continue our efforts to meet the expectations of our local communities by maintaining quality educational and training opportunities and services throughout our district. Your consideration of the proposed budgets is appreciated.

SUGGESTED MOTION:

Move to approve the SFSC Operating Budget for 2019-2020, including the student fee rates and salary schedule, as well as the 2019-2020 Capital Outlay Budget as presented. The Operating Budget includes a 2.0% across-the-board raise for all eligible full- and part-time employees, as well as a 2.0% non-recurring salary supplement for all eligible full-time employees and a \$300 non-recurring salary supplement for eligible part-time employees filling regularly established positions.




OFFICE OF THE PRESIDENT

Item 8.2

PRESENT TO BOARD: MAY 22, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: ANNUAL FACILITIES INSPECTION SUMMARY REPORT

The District Board of Trustees is required to review and accept the Annual Comprehensive Safety Inspection Reports from Fire Prevention Specialists, a firm retained through the Florida College System Risk Management Consortium. All owned and leased college facilities used for direct instruction and/or support were recently inspected in compliance with various State and Federal regulations pertaining to fire safety, sanitation, and casualty.

All corrections/repairs have been completed with the exception of the following items:

1. **DeSoto**
Trip hazard. The walkway at Building A near the driveway circle must be repaired to eliminate a trip hazard.
2. **Hardee**
Trip Hazards. The walkway of the circular driveway and where the walkway meets the East Patio need to be repaired to eliminate trip hazards.
3. **Highlands Campus**
The Boardwalk. Due to safety/security concerns, the Boardwalk has been closed since FY18. The plan is to make all repairs necessary this summer to reopen the Boardwalk.

Rigging Inspection at the Wildstein Center for Performing Arts. We are currently waiting on a price quote from InterAmerica Stage, Inc., to begin inspection. This is a new state requirement.

Trip Hazards. Several walkways must be repaired to eliminate trip hazards.

4. Florida Center

Building D. Two smoke detectors must be replaced in the men's dorm rooms

Building E. A sprinkler obstruction must be removed. Two emergency lights must be replaced. Items in storage must be removed to provide access to fire suppression riser.

The Florida Center's maintenance supervisor position is currently vacant, so our staff will assist with or complete all necessary repairs as soon as possible.

5. Teacherage

Second Floor Stairway. The guardrail height is not up to current standards. This was on last year's report, but we are exploring options for continued use of the facility.

SUGGESTED MOTION:

Move to accept the fire safety, sanitation, and casualty inspection reports for the 2018-2019 year as presented.




OFFICE OF THE PRESIDENT

Item 8.3

PRESENT TO BOARD: MAY 22, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: RFP 18-03 CAMPUS-WIDE ACCESS CONTROL

Approval is requested to award RFP 18-03 Campus-Wide Control to Cam Connections/ADT for a Campus-Wide Access Control system in the amount of \$198,660.07. The contract will include a complete electronic door access control system on building perimeter doors. The contract encompasses the furnishing and installation of all equipment, materials, labor, and tools required for the system installation and final terminations and system commissioning performed by a certified technician. Additionally, the contract will include training of staff in the operation of IP Access Control door-entry points.

This project is an additional step in the ongoing efforts to improve campus security in light of so many tragedies locally and nationally. Vice President Little will update the Board on efforts to date, details of this project, and future plans for facility enhancements.

SUGGESTED MOTION:
Move to award RFP 18-03 Campus-Wide Access Control to Cam Connections/ADT for \$198,660.07 as presented.

RFP 18-03 Campus-Wide Access Control Tabulation Sheet

Vendor	Price Quote Template?	Total Cost
APG Automation	Yes	\$496,500.00
Redwire	Yes	\$198,693.00
Johnson Controls	Yes	\$382,164.04
Integrated Fire & Security Solutions (IFSS), Inc.	Yes	\$339,185.36
Skynet Integrations	Yes	\$297,907.61
Cam Connections/ADT	Yes	\$198,660.07
Schneider Electric	No Bid	
Convergint	No Bid	
BCI Integrated Solutions	No Bid	
Morse Comm	No Bid	

Opened/Dated: Deb J. Olson; 2/12/19 2:00 pm

Witness/Date: Pam Vestal; 2/12/19 2:00 pm

9.0 Reports




OFFICE OF THE PRESIDENT

Item 9.1

PRESENT TO BOARD: MAY 22, 2019

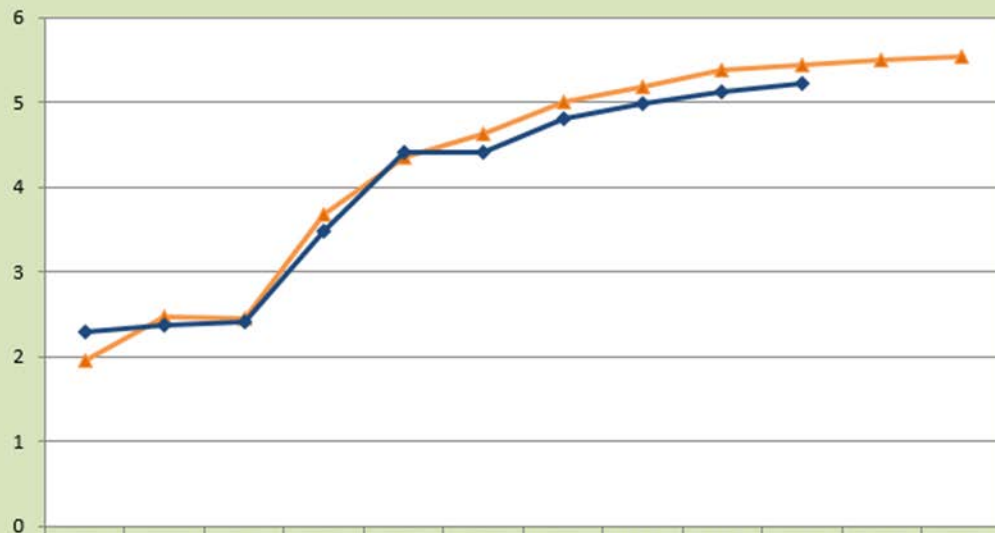
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

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

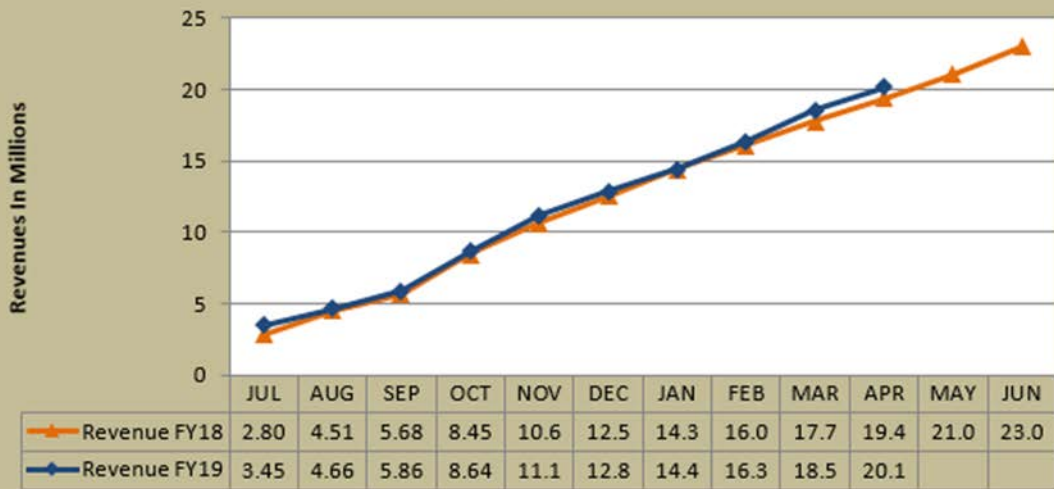
Enclosed for your review are the graphs and a summary of revenues and expenditures compared to budgeted funds within the Operating Budget through April 2019.

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

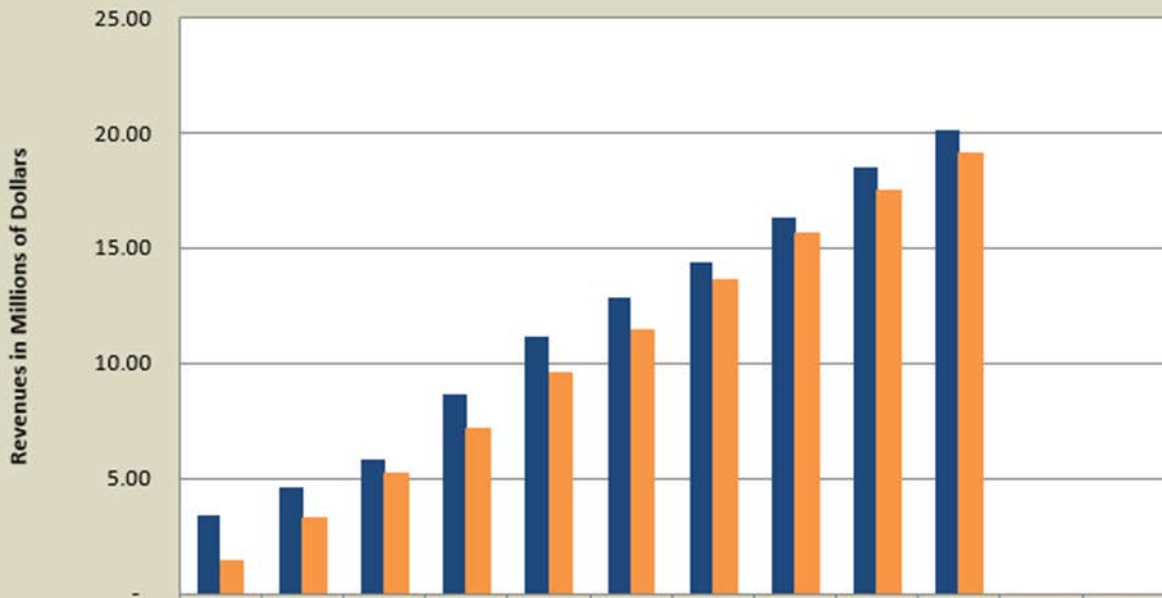


	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Student Fees FY18	1.96	2.47	2.46	3.69	4.36	4.64	5.00	5.19	5.38	5.43	5.49	5.53
Student Fees FY19	2.30	2.37	2.41	3.48	4.41	4.41	4.81	4.99	5.12	5.23		

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



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



■ Revenues	3.45	4.66	5.86	8.64	11.19	12.82	14.42	16.33	18.52	20.12	-	-
■ Expenditures	1.41	3.32	5.25	7.18	9.62	11.40	13.58	15.63	17.52	19.13		

South Florida State College					
Revenue and Expenditures for Fund 1					
For Month Ended April 30, 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	4,577,206.16	(366,836.16)	108.71%
404XX	Lab Fees	489,113.00	429,423.50	59,689.50	87.80%
408XX	Technology Fees	185,938.00	184,517.98	1,420.02	99.24%
405-407XX, 409XX	Other Student Fees	128,591.00	108,268.60	20,322.40	84.20%
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	10,135,741.51	2,027,160.49	83.33%
4215X	Performance Based Incentive	1,558,109.00	1,177,634.84	380,474.16	75.58%
42210	CO&DS Entitlement	1,100.00		1,100.00	0.00%
42610	FCSPF-Lottery	3,803,945.00	2,958,627.00	845,318.00	77.78%
429XX, 439XX	Indirect Costs Recovered	92,750.00	84,895.76	7,854.24	91.53%
441-44400	Cash/Non-Cash Contributions and Gifts	76,000.00	93,735.00	(17,735.00)	123.34%
46400	Use of College Facilities	100,000.00	92,221.50	7,778.50	92.22%
466XX, 467XX	Other Sales and Services	127,825.00	150,373.72	(22,548.72)	117.64%
48100	Interest and Dividends	10,000.00	19,715.50	(9,715.50)	197.16%
487XX, 489XX	Fines and Penalties/Miscellaneous	42,255.00	31,161.16	11,093.84	73.75%
49XXX	Transfers and Other Revenues	200,000.00	253.91	199,746.09	0.13%
	Total Revenue	\$ 23,771,698.00	\$ 20,118,776.14	\$ 3,652,921.86	84.63%
51XXX	Management	1,774,394.00	1,497,321.28	277,072.72	84.38%
52XXX	Instructional	4,661,398.00	3,527,115.69	1,134,282.31	75.67%
53XXX	Other Professional	2,769,550.00	2,341,103.75	428,446.25	84.53%
54XXX	Career Staff	2,380,449.00	1,960,259.62	420,189.38	82.35%
56XXX	Other Professional-Instructional	1,379,544.00	972,648.61	406,895.39	70.51%
57XXX	Other Professional-Tech/Clerical/Trade	152,554.00	115,631.87	36,922.13	75.80%
58XXX	Student Employment	25,000.00	8,408.70	16,591.30	33.63%
585XX	Employees Awards	328,039.00	325,162.82	2,876.18	99.12%
59XXX	Benefits	4,317,861.00	3,272,188.62	1,045,672.38	75.78%
	Total Personnel	\$ 17,788,789.00	\$ 14,019,840.96	\$ 3,768,948.04	78.81%
605XX	Travel	284,270.00	186,486.17	97,783.83	65.60%
61000	Freight and Postage	17,155.00	13,941.88	3,213.12	81.27%
615XX	Telecommunications	61,715.00	46,726.08	14,988.92	75.71%
62000	Printing	31,415.00	25,703.28	5,711.72	81.82%
625XX	Repairs and Maintenance	1,048,045.00	935,062.11	112,982.89	89.22%
63000	Rentals	156,145.00	113,451.00	42,694.00	72.66%
635XX, 637XX	Insurance	388,750.00	391,043.44	(2,293.44)	100.59%
640XX	Utilities	1,455,175.00	1,329,992.60	125,182.40	91.40%
645XX	Other Services	808,594.00	603,534.53	205,059.47	74.64%
64700	Grant Aid	2,280.00	6,606.60	(4,326.60)	289.76%
650XX	Professional Fees	128,120.00	98,603.02	29,516.98	76.96%
655XX	Education Office/Dept Material Supp	686,098.00	494,661.68	191,436.32	72.10%
657XX	Data Software	18,150.00	41,628.15	(23,478.15)	229.36%
66000	Maint/Construction Material/Supp	323,645.00	239,391.21	84,253.79	73.97%
665XX	Other Materials and Supplies	136,555.00	86,801.35	49,753.65	63.57%
670XX	Subscriptions/Library	51,635.00	48,017.53	3,617.47	92.99%
675XX	Purchases for Resale	45,075.00	28,148.80	16,926.20	62.45%
680XX	Scholarships	45,500.00	38,430.64	7,069.36	84.46%
69XXX	Transfers and Other Expenses	125,000.00	14,048.86	110,951.14	11.24%
	Total Current Expenses	\$ 5,813,322.00	\$ 4,742,278.93	\$ 1,071,043.07	81.58%
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: MAY 22, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: FOUNDATION REPORT

I. **Donations and Pledges to the SFSC Foundation, Inc.**

The chart presented is a summary listing of all donations and pledges made to the SFSC Foundation since the April 2019 meeting of the College District Board of Trustees. The included dates are April 10, 2019 to May 7, 2019. The total amount reported is **\$28,071.18**.

II. **Foundation Update**

- TSIC new students
- Foundation Scholarships awarded for local High School students
- DeSoto Rotary Presentation
- Jacaranda Fumigation Treatment

South Florida State College Foundation, Inc

Gift Summary Report 4/10/19 - 5/7/19

Fund #	Fund Description	# Gifts	Cash	GIK	Total
1000	Unrestricted	20	\$916.00	\$580.00	\$1,496.00
2000	Jacaranda Restoration Fund	3	\$321.50	\$0.00	\$321.50
5011	SFSC General Scholarship	10	\$1,205.00	\$0.00	\$1,205.00
5025	General Nursing Scholarship	2	\$1.00	\$0.00	\$1.00
5031	SFSC Community Fund	4	\$49.48	\$0.00	\$49.48
5032	SFSC Library Donations	3	\$35.00	\$0.00	\$35.00
5045	Athletic Booster Club	2	\$30.00	\$0.00	\$30.00
5058	Take Stock In Children - Ops	1	\$10.00	\$0.00	\$10.00
5095	Dental Programs	1	\$25.00	\$0.00	\$25.00
5110	Highlands County Bar Association Scholarship	2	\$75.00	\$0.00	\$75.00
5118	Rotary Club of Highlands Co. S. <u>Fettinger S'ship</u>	1	\$2,500.00	\$0.00	\$2,500.00
5158	TSIC Scholarships	9	\$14,086.20	\$0.00	\$14,086.20
6005	Partnership Project	21	\$8,192.00	\$0.00	\$8,192.00
6010	STEM Endowment	2	\$45.00	\$0.00	\$45.00
	Grand Totals:	81	\$27,491.18	\$580.00	\$28,071.18
	81 Gifts listed				
	71 Donors listed				



OFFICE OF THE PRESIDENT

Item 9.3

PRESENT TO BOARD: MAY 22, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANTS DEVELOPMENT

Proposals in Development

Title: Wells Fargo - Young People's Theatre
Source: Wells Fargo
Amount: \$10,000
Description: Funds will be requested to support the Young People's Theatre.

Submitted Proposals

Title: Duke Energy – Electrical Lineman Program
Source: Duke Energy
Amount: \$15,000
Description: Funds have been requested to update equipment for in-field training at the ardee Campus.

Title: Duke Energy – Young People's Theatre
Source: Duke Energy
Amount: \$5,575
Description: Funds have been requested to support the Young People's Theatre.