



**SFSC
District Board of Trustees
Regular Meeting
September 25, 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: SEPTEMBER 25, 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: ADOPTION OF AGENDA

It is recommended that the agenda of the regular meeting of September 25, 2019 be adopted.

SUGGESTED MOTION:

Move to adopt the agenda of the regular meeting of September 25, 2019 as presented.

**REGULAR MEETING AGENDA
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
HIGHLANDS CAMPUS
SEPTEMBER 25, 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 – July 17, 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 Affiliation Agreement – Avon Park Community Child Development Center
 - 5.3 Grant Awards
 - 5.3.1 Duke Energy – Electrical Lineman Program - \$15,000
 - 5.3.2 Adult General Education (AGE) - \$38,560 – Hardee
\$206,223 - Highlands
 - 5.3.3 Integrated English Literacy and Civics Education (IELCE) - \$30,900 – Hardee
\$43,156 - Highlands
 - 5.3.4 Carl D. Perkins V - \$206,146 – Post Secondary
\$103,425 – Rural and Sparsely Populated
 - 5.4 Operating Actions
 - 5.4.1 Monthly Accounts Payable & Payroll Check Register
- 6.0 Planning and Policy Issues
- 7.0 Academic and Student Matters
- 8.0 Other Action Items
 - 8.1 Textbook and Instructional Materials Affordability
- 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: SEPTEMBER 25, 2019
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
FROM: THOMAS C. LEITZEL
SUBJECT: MINUTES – REGULAR MEETING – JULY 17, 2019

It is recommended that the minutes of the regular meeting held July 17, 2019 be approved as presented and recorded in the Supplemental Minute Book.

SUGGESTED MOTION:
Move to approve the minutes of the July 17, 2019 regular meeting as presented.

**MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
JULY 17, 2019**

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

Excused: Mr. Derren Bryan

Staff Present: Mrs. Jamie Bateman Mrs. Ashley Bennett Ms. Cindy Garren
Dr. Peter Hamlet Dr. James Hawker Mr. Don Kesterson
Mrs. Deb Latter Ms. Melissa Lee Mr. Glenn Little
Mr. Enrique Ramos Mr. Jonathan Stern Dr. Sidney Valentine
Mrs. June Weyrauch Dr. Tim Wise

Excused: Dr. Michele Heston Mr. Erik Christensen Dr. Chris van der Kaay

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

Mrs. Rider made a motion, seconded by Mr. Wright, to adopt the agenda of the regular meeting held July 17, 2019 as presented. Those voting in favor of the motion were Mr. Backer, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

1.2 Approval of Minutes

1.2.1 Regular Meeting Minutes

Mr. Lambert made a motion, seconded by Mr. Backer, to approve the minutes of the regular meeting held June 26, 2019 as presented. Those voting in favor of the motion were Mr. Backer, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITIONS

2.1 New Employee Introduction

The following new employee was introduced:

Employee	Position	Supervisor	Hired
Linda Roman	Take Stock in Children College Success Coach	Jamie Bateman	04/01/19

2.2 Employee Retirement Recognitions

Mrs. Cullens recognized Dr. Peter Hamlet with a resolution for his many years of service to South Florida State College and with Professor, Emeritus. Dr. Hamlet stated that SFSC has by far been the best place that he has worked. He thanked everyone for his time here at SFSC.

Mrs. Cullens also recognized the retirement of Mr. Enrique Ramos with a resolution for his many years of service to South Florida State College and with Professor, Emeritus. Mr. Ramos thanked everyone at SFSC for his time here at the college. He stated that SFSC is a great institution to work at and he believes he did his best for the students.

Mr. Lambert made a motion, seconded by Mr. Backer, to recognize the retirements of Peter Hamlet and Enrique Ramos for their many years of service to South Florida State College. Those voting in favor of the motion were Mr. Backer, 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

None

5.0 CONSENT AGENDA ACTION ITEMS

5.1 Personnel Actions

Approved a list of appointments: full-time faculty; full-time professional; full-time career services staff; retirements; and adjunct faculty 2019-20, academic year as needed.

(EXHIBIT "A")

Dr. Leitzel informed the Board on some new hires that were recently approved. He thanked Dr. Hawker and Mr. Kesterson for their work in the hiring process.

5.2 Grant Awards

5.2.1 Duke Energy – Young People’s Theatre	
Duke Energy	\$5,575
5.2.2 Student Support Services	
U.S. Department of Education, Office of TRiO Programs	\$253,032
5.2.3 Suncoast Credit Union Foundation	
Suncoast Credit Union	\$2,280
5.2.4 Great Performances in Florida’s Heartland	
Florida Department of Cultural Affairs	\$26,381

5.3 Agreements and Contracts

5.3.1 Approved the renewal of the agreement between Ave Maria University Preparatory School and South Florida State College as presented.

(EXHIBIT "B")

5.3.2 Approved the renewal of the agreement between DeSoto County School Board and South Florida State College as presented. *(EXHIBIT "C")*

5.4 Operational Actions

5.4.1 Monthly Accounts Payable/Payroll Check Register

Summary information for disbursements of all funds through June 2019 will be provided at the August 2019 District Board of Trustees meeting due to the year-end closing process currently underway.

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

6.0 PLANNING AND POLICY ISSUES

6.1 Reorganization of the Board

Following the District Board of Trustees Policy 2.02, Mrs. Karlson, Board Attorney discussed with the Board the succession of the Board Chair and their options. Mr. Wright stated that he is supportive of Mrs. Cullens continuing as Board Chair for the up-coming year. Mr. Wright informed the Board he does not feel with his personal work schedule that he could proceed as the incoming Board Chair. He informed the Board he could continue as the Vice Chair. Dr. Kirschner stated that he concurs with his support for Mrs. Cullens to continue as Board Chair for a second term. He shared that the current chair continuing a second term has happened twice in his twenty-eight years serving on the DBOT. Mr. Lambert stated that Mrs. Cullens at this time is the best option to continue as Board Chair. Mrs. Karlson, Board Attorney informed the Board that she has discussed the issue with Mr. Derry Bryan and he was in full support of Mrs. Cullens continuing as Chair a second term.

Mr. Backer moved, seconded by Mr. Lambert to retain the same Chair, Mrs. Tami Cullens; Vice Chair, Mr. Joe Wright; and SFSC Foundation Liaison, Mrs. Lana Puckorius for the 2019-2020 year as served last year. Those voting in favor of the motion were Mr. Backer, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

Mrs. Cullens thanked the Board for their support during her chairmanship this past year and their continued support for the coming year. She recognized and thanked both Mrs. Puckorius for her work as SFSC Foundation Liaison and Mr. Wright as serving as Vice Chair.

6.2 Adoption of the 2019-2020 Meeting Schedule and Review of Agenda Master Calendar

Mrs. Cullens discussed the proposed 2019-2020 South Florida State College District Board of Trustees Meeting Schedule with the Board. The Board reviewed the dates with their schedules for any conflicts. Mrs. Rider asked that the proposed August 28 meeting date be moved to August 21. The Agenda Master Calendar was reviewed by the Board. There were no changes recommended.

Mr. Backer made a motion, seconded by Mrs. Rider, to approve the South Florida State College District Board of Trustees Meeting Schedule with the August date change for the 2019-2020 academic year as presented. Those voting in favor of the motion were Mr. Backer, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

(EXHIBIT "D")

Dr. Leitzel thanked Mrs. Cullens for her work with the Board over the past year and presented her with a personalized vase. The vase is engraved with the inscription: "In recognition of distinguished service, Tami Cullens, South Florida State College, District Board of Trustees, Chairwoman, 2018-2019"

7.0 ACADEMIC AND STUDENT MATTERS

7.1 Curriculum Proposals

Dr. Valentine presented the curriculum proposals and gave a brief overview to the Board. Dr. Valentine explained to the Board that the Emergency Medical Technician (Applied Technical Diploma), will be deleted and, if approved, would be replaced with the Emergency Medical Technician (College Credit Certificate). It was noted that this change will also provide better alignment with the Paramedic (College Credit Certificate). This change, if approved, will take effect in the Fall of 2019. Dr. Valentine also discussed a program revision request in the Medical Assisting (Alternative and HCI tracks) Career Certificate program. This change is necessary due to the Florida Department of Education increasing the required internship requirement as outlined in the curriculum framework for this program. The modifications allow for the additional internship hours to be added without a change in program length. This change, if approved, will take effect in the Fall of 2019. Finally, Dr. Valentine requested that a new Special Topics in Public Safety course be added to the Public Safety Telecommunication (College Credit Certificate) program. This course will be used as a special topics supplemental course, as needed.

(EXHIBIT "E")

Mr. Lambert made a motion, seconded by Mr. Backer, to approve the curriculum proposals as presented. Those voting in favor of the motion were Mr. Backer, 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

The graphs and summary of revenues and expenditures compared to budgeted funds will be provided at the August 2019 District Board of Trustees meeting due to year-end closing procedures currently underway. Ms. Lee stated that she is expecting to carry forward a 9.5% fund balance. She informed the Board that everything is going well with the year-end closing.

9.2 Foundation Report

Mrs. Bateman reported that the South Florida State College Foundation, Inc. received donations and pledges in the amount of **\$42,350.00** from June 11 through June 27, 2019. Mrs. Bateman gave an update on the Jacaranda preservation. She informed the Board that the Jacaranda was treated for termites from July 1 through July 2 and they were able enter the building on the evening of July 2. Mrs. Bateman stated each year they have the opportunity to apply for a grant that will assist students during the summer and fall terms of each year. She informed the Board to qualify students have to be part-time, may not qualify for other scholarships and show a financial need. Mrs. Bateman shared with the Board that the grant comes from the Edward K. Roberts Community College Fund.

Mrs. Bateman announced that she is planning to make a visit to thank them in person and cultivate this relationship in the chance for other opportunities. Mrs. Bateman shared with the Board that Dr. Norm and Laurie Stephens recently donated a baby grand piano to the Foundation. She informed the Board that she had the opportunity to give a tour to Mrs. Cheryl Brown with Edward Jones. Mrs. Brown is an alum of SFSC and has expressed an interest in the Foundation. Dr. Leitzel added that in the photo that Mrs. Bateman shared in her PowerPoint that Mr. Garrett Lee was demonstrating what the new industrial 3D printer could produce. Dr. Valentine shared with the Board the 3D printer's capabilities and the potential new opportunities that are available to offer to the community. Mrs. Bateman informed the Board that Mrs. Deanne Shanklin has decided to resign from her position as Alumni Coordinator within the Foundation. She will be working with United Way as their Resource Development Coordinator.

9.3 Resource Development

I. Grants Development Report

Mr. Little reported on behalf of Dr. van der Kaay the grants report. He distributed and reviewed the Grants Development Report dated 7/17/19. Mr. Little informed the Board that the two grants in process were submitted today, July 17. He gave a brief description of the grants. He also noted that there was a name change on

the Engaging Families and Youth in the Performing Arts to Family-Friendly Performances in Rural Florida. Mr. Little announced that he received notice the Duke Energy – Electrical Lineman Program grant was approved but we are currently awaiting a formal notice.

II. Proposals in Development

A. RSVP Baseline Funding Increase Opportunity

Corporation for Nations and Community Service (CNCS)	\$7,500
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B. Engaging Families and Youth in the Performing Arts

National Endowment of the Arts (NEA)	\$30,000
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III. Submitted Proposals

A. Carl D. Perkins

Florida Department of Education (FLDOE)	\$203,146 – Postsecondary Programs
	\$118,735 – Rural and Sparsely Populated Programs

B. Adult General Education

Florida Department of Education	\$ 38,560 – Hardee
	\$206,223 – Highlands

C. Integrated English Literacy and Civics Education (IELCE)

Florida Department of Education	\$30,900 – Hardee
	\$43,156 – Highlands

D. Young People's Theatre – Charlotte and DeSoto County Students

The Mosaic Company	\$2,000
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President's Report

Dr. Leitzel reported on the following items:

1. He asked Ms. Cindy Garren to give an overview of the Artist Series shows to the Board. Ms. Garren distributed a form for the Board to choose the shows they would like to attend for the season.
2. Announced that he attended Commissioner Corcoran's meeting in Orlando on July 15. He informed the Board it is a pleasure working with Chancellor Hebda and Commissioner Corcoran. Dr. Leitzel gave a brief overview of the meeting to the Board. He stated that the two major discussion points were dual enrollment emphasis and a new funding formula. Dr. Leitzel reported that Mr. Glenn Little will participate on a committee of COBA executives with a focus on dual enrollment. Dr. Leitzel gave a brief overview of the new funding formula that was presented at the meeting.
3. Encouraging News: Trustee reappointments are being made. Dr. Leitzel asked the Board to please let him know if they are contacted by the Governor's office.
4. Distributed a tentative agenda for the Trustee Annual Meeting that will be held January 15-16, 2020.
5. Convocation Update: Convocation will be held Monday, August 12 in the UC Auditorium at 9am. Dr. Leitzel distributed a tentative "Welcome Back" schedule to the Board. He announced this year's two special guest speakers, Mr. Andy Masters and Dr. Cathy Almquist.
6. Announced that in the next eighteen months we are in full reaffirmation mode for SACSCOC.

Mrs. Cullens asked about enrollment in the State. Dr. Leitzel reported the enrollment is slightly down in the Florida College System.

9.4 Board Attorney's Report

Mrs. Karlson stated no report.

9.5 Board Members' Reports

Mrs. Puckorius stated that she would like the artificial greenery on the stage at commencement replaced with real greenery.

Mr. Backer reminded the Board that the Supervisor of Elections disclosures are due. He also announced that on August 1 DeSoto Chamber of Commerce will be hosting a breakfast at the DeSoto Campus. He thanked Mrs. Cullens for her service as Chair and is looking forward to another great year.

Dr. Kirschner congratulated Mrs. Cullens on her second term as Chair.

Mr. Lambert congratulated Mrs. Cullens.

Mrs. Rider thanked Mrs. Cullens and the other trustees for moving the August DBOT meeting date.

Mr. Wright thanked Mrs. Cullens for accepting the Chair position for a second term.

9.6 Board Chair Report

Mrs. Cullens thanked everyone for their support and confidence in her to serve another year as Chair.

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 2:41 p.m.



OFFICE OF THE PRESIDENT

Item 1.3

PRESENT TO BOARD: SEPTEMBER 25, 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

SEPTEMBER 2019	OCTOBER 2019	NOVEMBER 2019
<p>25 Board Meeting, 1 PM Highlands Campus</p>	<p>12 Foundation Fall Showcase Event</p> <p>16-19 Annual ACCT Leadership Congress, San Francisco</p> <p>30 Board Meeting, 1 PM Highlands Campus</p>	<p>20 Board Meeting, 1 PM Highlands Campus</p> <p>Planning Workshop, 10 AM Highlands Campus</p>
DECEMBER 2019	JANUARY 2020	FEBRUARY 2020
<p>2 Jacaranda Jubilee</p> <p>5 Foundation Christmas Luncheon</p> <p>6 SFSC Holiday Luncheon</p> <p>12 Fall Commencement</p> <p>14-1/1 Winter Break</p>	<p>14 2020 Legislative Session Begins</p> <p>15-16 AFC Trustees Commission Legislative Conference, Champion Club, Florida State University</p> <p>29 Board Meeting, 1 PM Highlands Campus</p>	<p>10-13 ACCT National Legislative Summit, Washington, DC</p> <p>26 * Board Meeting, 1 PM Highlands Campus</p>
MARCH 2020	APRIL 2020	MAY 2020
<p>11 Board Meeting, 1 PM Highlands Campus</p> <p>16-20 Spring Break</p>	<p>29 Board Meeting, 1 PM Highlands Campus</p>	<p>5 Spring Commencement</p> <p>27 Board Meeting, 1 PM Highlands Campus</p> <p>Budget Workshop, 10 AM Highlands Campus</p>
JUNE 2020	JULY 2020	AUGUST 2020
<p>24 Board Meeting, 1 PM Highlands Campus</p>	<p>22 * Board Meeting, 1 PM Highlands Campus</p>	<p>26 * 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: SEPTEMBER 25, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: NEW EMPLOYEE INTRODUCTIONS

Employee	Position	Supervisor	Hired
Tia Sorensen	Library Assistant II - Circulation	Lena Phelps	05/01/19
Amanda Dorsey	Cashier II	Melissa Lee	06/03/19

3.0 *Public Comment*

4.0 Presentations

5.0 *Consent Agenda Action Items*




OFFICE OF THE PRESIDENT

Item 5.0

PRESENT TO BOARD: SEPTEMBER 25, 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	22
5.2	Agreements and Contracts	24
	5.2.1 Affiliation Agreement – Avon Park Community Child Development Center	
5.3	Grant Awards	25
	5.3.1 Duke Energy – Electrical Lineman Program - \$15,000	
	5.3.2 Adult General Education (AGE) - \$38,560 – Hardee \$206,223 - Highlands	
	5.3.3 Integrated English Literacy and Civics Education (IELCE) - \$30,900 – Hardee \$43,156 - Highlands	
	5.3.4 Carl D. Perkins V - \$206,146 – Post Secondary \$103,425 – Rural and Sparsely Populated	
5.4	Operating Actions	29
	5.4.1 Monthly Accounts Payable & Payroll Check Register	



OFFICE OF THE PRESIDENT

Item 5.1

PRESENT TO BOARD: SEPTEMBER 25, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL

SUBJECT: PERSONNEL ACTIONS

It is recommended that the personnel items, as specified below, be approved:

I. APPOINTMENTS, FULL-TIME FACULTY:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Byrd, John*	Lead Instructor, Engineering	08/01/19
Jaques, Lorrie**	Professor, Computer Science	08/01/19
Groves, Jennifer***	Instructor, Office Education	08/12/19
Zinck, Shannon	Instructor, English	08/12/19
Serrano, Jennifer	Instructor, EMS	08/19/19

*Transferring from Professor, Electronics position

**Transferring from Professor, Business Education position

***Transferring from Administrative Assistant II, Adult Education position

II. APPOINTMENTS, FULL-TIME PROFESSIONAL STAFF:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Carden, Denise*	Physical Plant Operations Specialist	07/01/19
Bohan, Thomas	College Recruiter	08/01/19
Kramer, Joann**	Educational Technology Specialist	08/01/19
Brown, Ashley	HSI-STEM College Success Coach	08/12/19
Gilfus, Blair	End-User Support Analyst I	08/12/19

*Transferring from Office Manager, Physical Plant Operations and Maintenance position

**Transferring from eLearning and Learning Management Systems Specialist position

III. APPOINTMENTS, FULL-TIME CAREER SERVICES STAFF:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Altamirano, Joselito*	Highlands Campus Custodial Supervisor	07/01/19
Sconyers, Sarah**	Maintenance Activities Specialist	07/01/19
Perez-Martinez, Lettmarie	Community Relations Specialist	08/05/19
Ulloa Salas, Jose***	Tutoring and Learning Center Specialist: Math Lab	08/12/19
Dela Cruz, Rodolpho	Custodian	08/19/19
Nance, Joseph****	Custodian	09/01/19
Murphy, Javares	Specialized Maintenance: HVAC	09/16/19
Cortes, Heylis	Staff Assistant I, Human Resources	10/01/19

*Transferring from Lead Custodian position

**Transferring from Maintenance Office Clerk position

***Transferring from part-time TLC Specialist: Math Lab position

****Transferring from General Maintenance position

V. RESIGNATIONS:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
McKeen, Richard	Maintenance Tech: HVAC	07/10/19
Kilpatrick, Tiffany	Staff Assistant I, Human Resources	07/23/19
Taylor, Dominique	Case Manager, Farmworker Career Development Program	07/30/19
Kindrick, Robbie	Lead Maintenance, Jacaranda	07/31/19
Lackey, Karen	Accounts Payable Specialist	07/31/19
Shanklin, Deanne	Resource Development Specialist	07/31/19
Markey, Heidi	Director, Financial Aid	09/16/19
Ramos, Mandy	Coordinator, Financial Aid	09/16/19
Beers, Rachel	Tech. Program Assistant, Financial Aid	09/16/19

VI. ADJUNCT FACULTY, 2019-20, ACADEMIC YEAR AS NEEDED:

<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Bluhm, William	Welding	III
Brown, Ramunda	Criminal Justice	IV
Cartwright Jr, Gary W	Criminal Justice	IV
Eubanks, Joshua	Economics	II
Greenwald, Christine	Nursing: ADN, PN, Nurse Assistant	II
Khatri, Kshitij	Agriculture	II
Mahabir, Ivanna	Developmental Math	II
Pesko, Phillip	Criminal Justice	IV
Reeser, Allen	Comparative Religion	I
Roberts, Garrett	Criminal Justice	I

SUGGESTED MOTION:

Move to approve the personnel recommendations as presented.




OFFICE OF THE PRESIDENT

Item 5.2.1

PRESENT TO BOARD: SEPTEMBER 25, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: AFFILIATION AGREEMENT – AVON PARK COMMUNITY CHILD DEVELOPMENT
CENTER

Approval is requested to enter into a **new** affiliation agreement between the Avon Park Community Child Development Center and South Florida State College for the purpose of providing dental exams, treatment, and dental screens for the children between four(4) and five(5) years of age. This agreement renews annually.

SUGGESTED MOTION:
Move to approve the agreement between the Avon Park Community Child Development Center and South Florida State College as presented.




OFFICE OF THE PRESIDENT

Item 5.3.1

PRESENT TO BOARD: SEPTEMBER 25, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANT AWARD – DUKE ENERGY – ELECTRICAL LINEMAN PROGRAM

Title: Duke Energy – Electrical Lineman Program

Source: Duke Energy

Amount: \$15,000

Description: Funds have been awarded to update equipment for in-field training at the Hardee Campus.

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




OFFICE OF THE PRESIDENT

Item 5.3.2

PRESENT TO BOARD: SEPTEMBER 25, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANT AWARD – ADULT GENERAL EDUCATION (AGE)

Title: Adult General Education (AGE)

Source: Florida Department of Education

Amount: \$38,560 - Hardee
\$206,223 - Highlands

Description: Funds have been awarded to continue offering Adult Basic Education (ABE) and General Educational Development (GED) courses for students 16 and older in Hardee and Highlands counties.

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




OFFICE OF THE PRESIDENT

Item 5.3.3

PRESENT TO BOARD: SEPTEMBER 25, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANT AWARD – INTEGRATED ENGLISH LITERACY AND CIVICS EDUCATION
(IELCE)

Title: Integrated English Literacy and Civics Education (IELCE)

Source: Florida Department of Education

Amount: \$30,900 - Hardee
\$43,156 - Highlands


Description: Funds have been awarded to continue offering English for Speakers of Other Languages (ESOL) courses to students 16 and older in Hardee and Highlands counties.

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



OFFICE OF THE PRESIDENT

Item 5.3.4

PRESENT TO BOARD: SEPTEMBER 25, 2019
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
FROM: THOMAS C. LEITZEL 
SUBJECT: GRANT AWARD – CARL D. PERKINS V

Title: Carl D. Perkins V
Source: Florida Department of Education (FLDOE)
\$203,146 – Post Secondary
Amount: \$103,425 - Rural and Sparsely Populated Programs
Description: Funding has been awarded to supplement and enhance the growth of technical programs, such as allied health, business, computer science, public safety, trade and industry.

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




OFFICE OF THE PRESIDENT

Item 5.4.1

PRESENT TO BOARD: SEPTEMBER 25, 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 June 2019 (fiscal year end) and for July and August (fiscal year 2020). Detailed information related to expenditures to date is available during normal business hours in the College Business Office.

SUGGESTED MOTION:

Move to approve the monthly accounts payable/monthly payroll check register for June 2019 (fiscal year end) and for the months of July and August (fiscal year 2020) as presented.

Through June 2019, Fiscal Year End

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	270	\$390,514.95	168	655,502.23	519	\$169,283.67	957	\$1,215,300.85
June	945	\$1,014,369.34	180	1,742,843.33	393	\$122,187.28	1518	\$2,879,399.95
Totals	7703	\$10,313,593.63	1719	\$12,063,102.55	6690	\$1,952,338.78	16112	\$24,329,034.96

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	15	\$39,612.31	473	\$941,911.07	488	\$981,523.38
June	21	\$38,905.75	426	\$870,098.26	447	\$909,004.01
Totals	234	\$367,923.39	5540	\$11,039,684.58	5774	\$11,407,607.97

Accounts Payable:

	2017/2018			2018/2019		
	# Payments	Monthly Total	Cumulative Total	# Payments	Monthly Total	Cumulative Total
July	783	\$1,080,313.54	\$1,080,313.54	997	\$1,644,001.68	\$1,644,001.68
August	1,199	1,907,524.93	\$2,987,838.47	946	1,578,749.24	\$3,222,750.92
September	1,987	2,086,752.91	\$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	1,112	2,033,987.31	\$13,428,584.02
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	957	1,215,300.85	\$21,449,635.01
June	1,419	2,198,038.53	\$22,636,500.30	1,518	2,879,399.95	\$24,329,034.96
Totals	15,890	\$22,636,500.30		16,112	\$24,329,034.96	

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	488	981,523.38	\$10,498,603.96
June	441	944,983.19	\$11,162,184.60	447	909,004.01	\$11,407,607.97
Totals	5719	\$11,162,184.60		5774	\$11,407,607.97	

July and August of Fiscal Year 2020

Accounts Payable:								
	2019/2020 Checks		2019/2020 Electronic		2019/2020 P-Card		2019/2020 Totals	
	No.	Amount	No.	Amount	No.	Amount	No.	Amount
July	523	\$781,521.65	97	\$939,710.13	564	\$200,959.65	1184	\$1,922,191.43
Aug	318	\$647,238.66	132	\$503,304.56	450	\$102,018.25	900	\$1,252,561.47
Sept		\$0.00		\$0.00		\$0.00	0	\$0.00
Oct		\$0.00		\$0.00		\$0.00	0	\$0.00
Nov		\$0.00		\$0.00		\$0.00	0	\$0.00
Dec		\$0.00		\$0.00		\$0.00	0	\$0.00
Jan		\$0.00		\$0.00		\$0.00	0	\$0.00
Feb		\$0.00		\$0.00		\$0.00	0	\$0.00
March		\$0.00		\$0.00		\$0.00	0	\$0.00
April		\$0.00		\$0.00		\$0.00	0	\$0.00
May		\$0.00		\$0.00		\$0.00	0	\$0.00
June		\$0.00		\$0.00		\$0.00	0	\$0.00
Totals	841	\$1,428,760.31	229	\$1,443,014.69	1014	\$302,977.90	2084	\$3,174,752.90

Payroll:						
	2019/2020 Checks		2019/2020 Electronic		2019/2020 Totals	
	No.	Amount	No.	Amount	No.	Amount
July	28	\$48,116.05	500	\$880,192.91	528	\$928,308.96
Aug	19	\$33,886.94	399	\$850,584.71	418	\$884,471.65
Sept		\$0.00		\$0.00	0	\$0.00
Oct		\$0.00		\$0.00	0	\$0.00
Nov		\$0.00		\$0.00	0	\$0.00
Dec		\$0.00		\$0.00	0	\$0.00
Jan		\$0.00		\$0.00	0	\$0.00
Feb		\$0.00		\$0.00	0	\$0.00
March		\$0.00		\$0.00	0	\$0.00
April		\$0.00		\$0.00	0	\$0.00
May		\$0.00		\$0.00	0	\$0.00
June		\$0.00		\$0.00	0	\$0.00
Totals	47	\$82,002.99	899	\$1,730,777.62	946	\$1,812,780.61

Accounts Payable:

	2018/2019			2019/2020		
	# Payments	Monthly Total	Cumulative Total	# Payments	Monthly Total	Cumulative Total
July	997	\$1,644,001.68	\$1,644,001.68	1,184	\$1,922,191.43	\$1,922,191.43
August	946	1,578,749.24	\$3,222,750.92	900	\$1,252,561.47	\$3,174,752.90
September	2,322	3,259,698.54	\$6,482,449.46		\$0.00	\$3,174,752.90
October	1,282	1,686,591.13	\$8,169,040.59		\$0.00	\$3,174,752.90
November	1,298	1,769,733.10	\$9,938,773.69		\$0.00	\$3,174,752.90
December	754	1,453,823.02	\$11,392,596.71		\$0.00	\$3,174,752.90
January	1,105	2,033,987.31	\$13,426,584.02		\$0.00	\$3,174,752.90
February	2,596	3,342,859.15	\$16,769,443.17		\$0.00	\$3,174,752.90
March	1,028	1,697,150.75	\$18,466,593.92		\$0.00	\$3,174,752.90
April	1,322	1,767,740.24	\$20,234,334.16		\$0.00	\$3,174,752.90
May	957	1,215,300.85	\$21,449,635.01		\$0.00	\$3,174,752.90
June	1,518	2,879,399.95	\$24,329,034.96		\$0.00	\$3,174,752.90
Totals	16,105	\$24,329,034.96		2,084	\$3,174,752.90	

Payroll:

	2018/2019			2019/2020		
	# Payments	Monthly Total	Cumulative Total	# Payments	Monthly Total	Cumulative Total
July	520	\$910,768.21	\$910,768.21	528	\$928,308.96	\$928,308.96
August	408	854,237.42	\$1,765,005.63	418	884,471.65	\$1,812,780.61
September	445	913,518.64	\$2,678,524.27		-	\$1,812,780.61
October	488	907,495.18	\$3,586,019.45		-	\$1,812,780.61
November	499	1,214,992.82	\$4,801,012.27		-	\$1,812,780.61
December	511	1,007,766.45	\$5,808,778.72		-	\$1,812,780.61
January	440	859,548.42	\$6,668,327.14		-	\$1,812,780.61
February	500	951,393.42	\$7,619,720.56		-	\$1,812,780.61
March	525	946,475.03	\$8,566,195.59		-	\$1,812,780.61
April	503	950,884.99	\$9,517,080.58		-	\$1,812,780.61
May	488	981,523.38	\$10,498,603.96		0.00	\$1,812,780.61
June	447	909,004.01	\$11,407,607.97		0.00	\$1,812,780.61
Totals	5774	\$11,407,607.97		946	\$1,812,780.61	

6.0 Planning and Policy Issues

7.0 Academic and Student Matters



OFFICE OF THE PRESIDENT

Item 7.1

PRESENT TO BOARD: SEPTEMBER 25, 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. COURSE REVISION

Request approval to remove following course's combined lab component. As an online course, it is difficult to provide clinical instruction since lab component was mainly for observation at a clinical site. Instead, instruction will be delivered through online discussion, video, and online demonstration; effective Spring 2020 (202020).

- **NUR 4257C Advanced Nursing Care Concepts** – Remove combined lab component (NUR 4257L).

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: SEPTEMBER 25, 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: TEXTBOOK AND INSTRUCTIONAL MATERIALS AFFORDABILITY

1004.85, F.S. (Textbook and Instructional Materials Affordability) was amended during the 2016 Legislative Session to require posting of the local cost and identifying information of at least 95% of all textbooks and instructional materials required and recommended for each scheduled class at least 45 days prior to the start of each upcoming term. Follett, our bookstore partner, is working closely with our faculty and staff to ensure compliance with this requirement.

Additionally, the amendment requires each college to review variances in the cost of textbooks and instructional materials required for each course by course section and the percentage of textbooks and instructional materials that remain in use for more than one term (can be used or resold by the student) and to share the results with academic department chairs and program staff for review. The goal is to reduce the cost of required textbooks and instructional materials per course section.

The following was determined during the examination of textbooks and instructional materials for all general education courses offered during FY 2019:

- Each department chair is integrally involved in the textbook and instructional materials adoption process for each course
- 188 of 2,456 course sections were not adopted before the deadline, equating to a 92% compliance percentage. Summer 2018 had a compliance percentage of 79%, Fall 2018 had a compliance percentage of 95%, and Spring 2019 had a compliance percentage of 93%.
- South Florida State College (SFSC) adheres to internal Procedure No. 4041, which dictates use of adopted textbooks and instructional materials for a period of at least three years or until the edition changes, whichever occurs first.

- SFSC utilizes 4 cost recognized cost reducing efforts, as follows:
 - o Open Educational Resources (OER)
 - o Textbook Affordability Committees
 - o Textbook Rentals
 - o Offer programs/courses with no textbook costs

- SFSC considers the following factors when selecting materials:
 - o Purchasing digital textbooks in bulk
 - o Expanding the use of open-access material
 - o Providing rental options for textbooks and related materials
 - o Increasing the availability and use of affordable digital textbooks and learning objects
 - o Developing mechanisms to assist in buying, renting, selling, and sharing textbooks the length of time that textbooks and instructional materials remain in use.

- The SFSC Foundation has provided Innovation Grant funding to faculty members for review of OER materials that may be utilized in the classroom for a greater cost-savings to students.

SUGGESTED MOTION:

Move to approve the report of Textbook and Instructional Materials Affordability as required by 1004.85, F.S., as presented.

9.0 Reports



OFFICE OF THE PRESIDENT

Item 9.1

PRESENT TO BOARD: SEPTEMBER 25, 2019

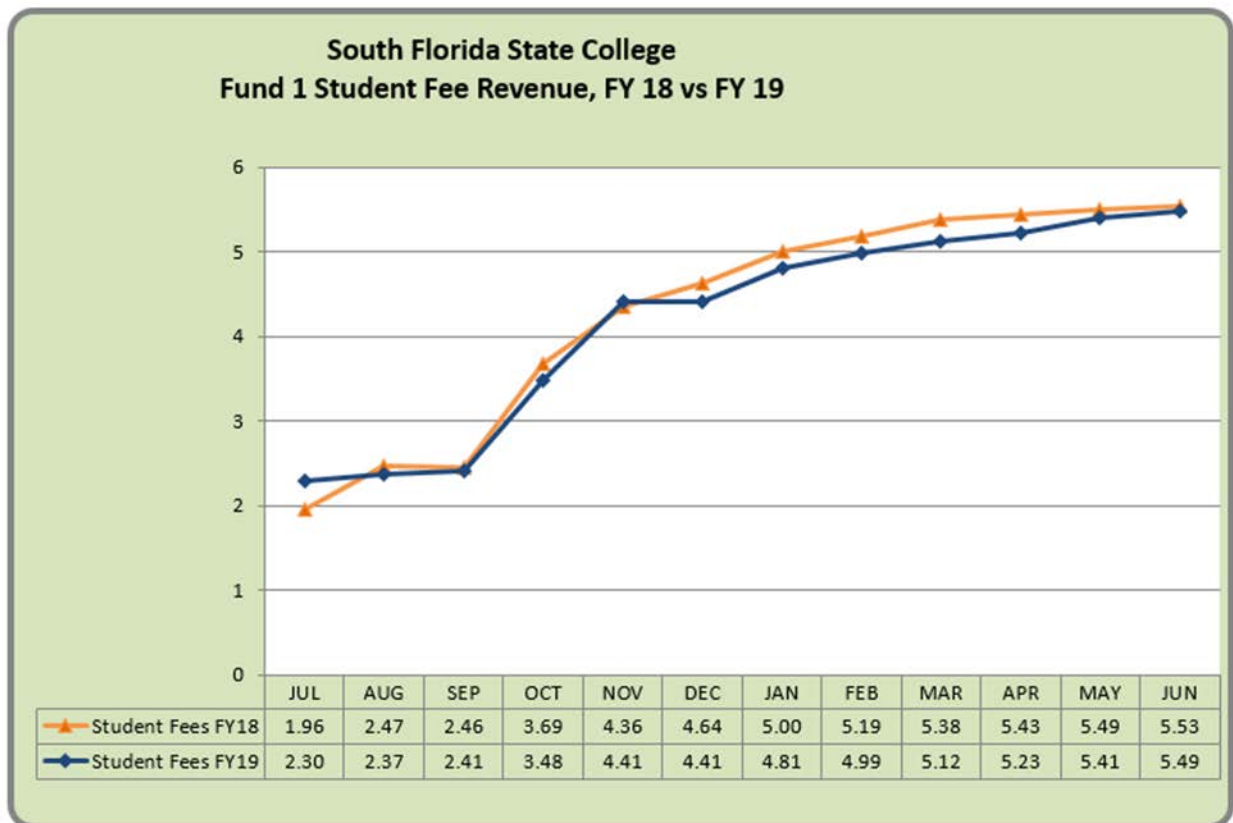
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

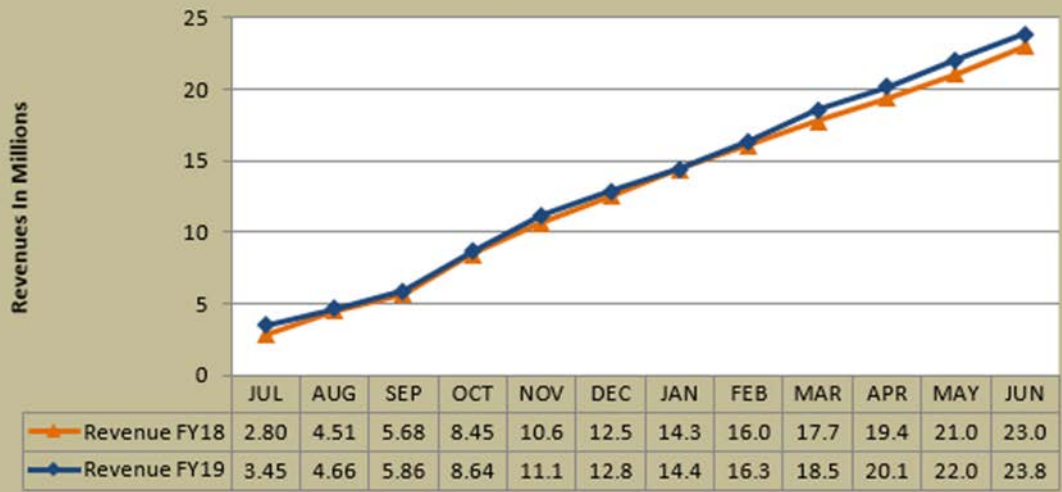
SUBJECT: FINANCIAL REPORT SUMMARY & GRAPHS – **INFORMATION ITEM**

Enclosed for your review are two sets of graphs and revenue and expenditure summaries compared to budgeted funds within the Operating Budget. One set shows the fiscal year end for 2018-2019. The other set shows both July and August of fiscal year 2020.

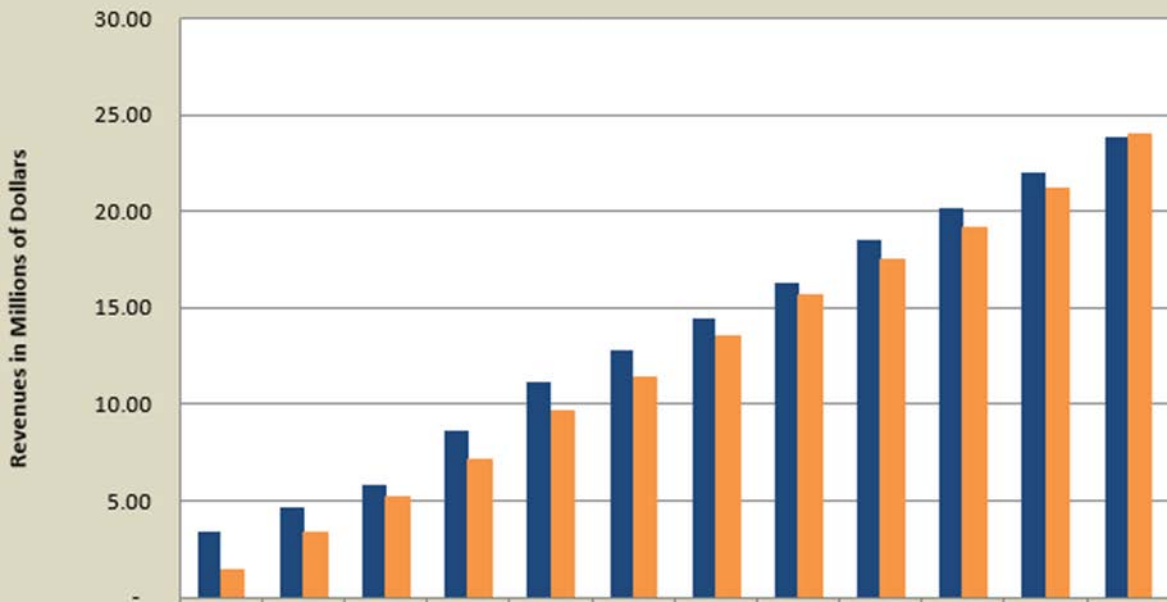
End of June 2019- End of FY 2018-19



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



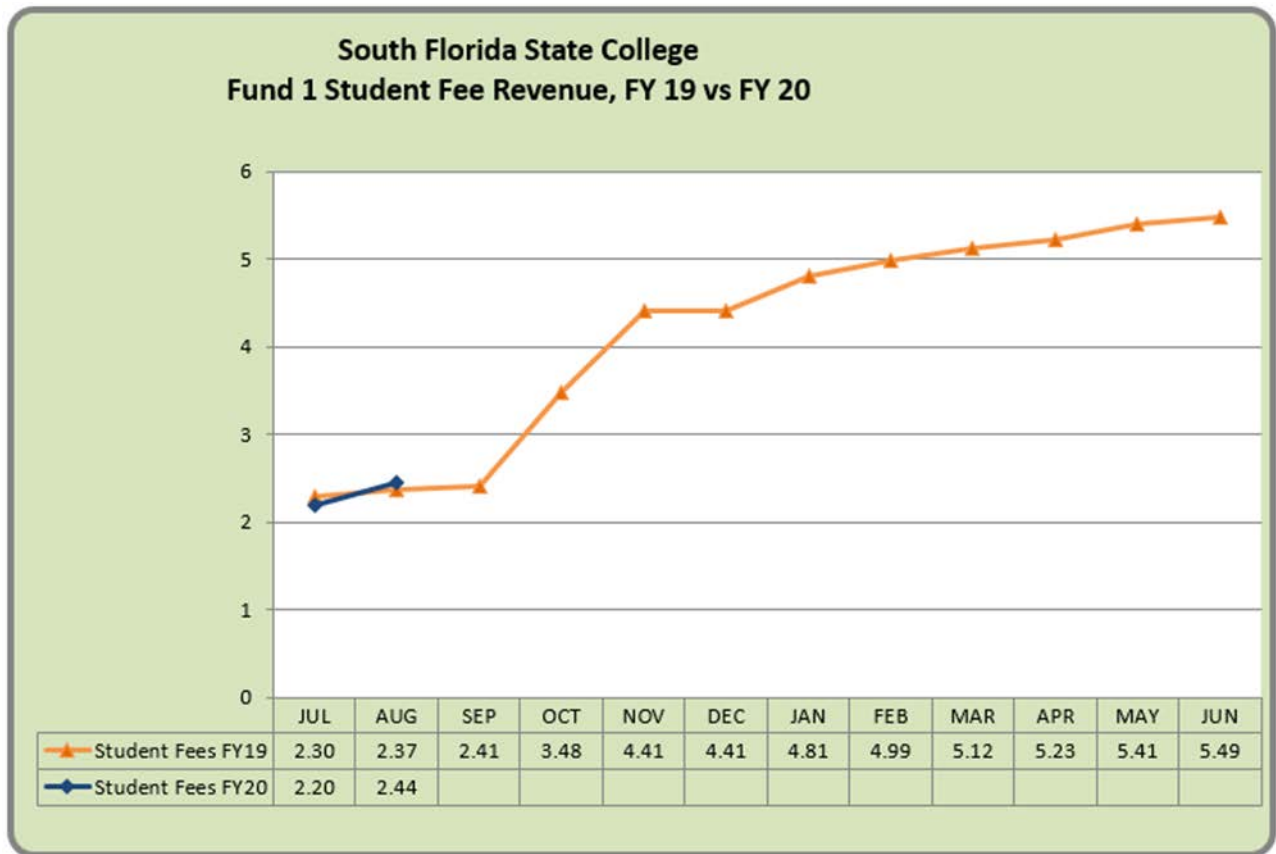
South Florida State College Fund 1 Total Revenues & Expenditures FY 19



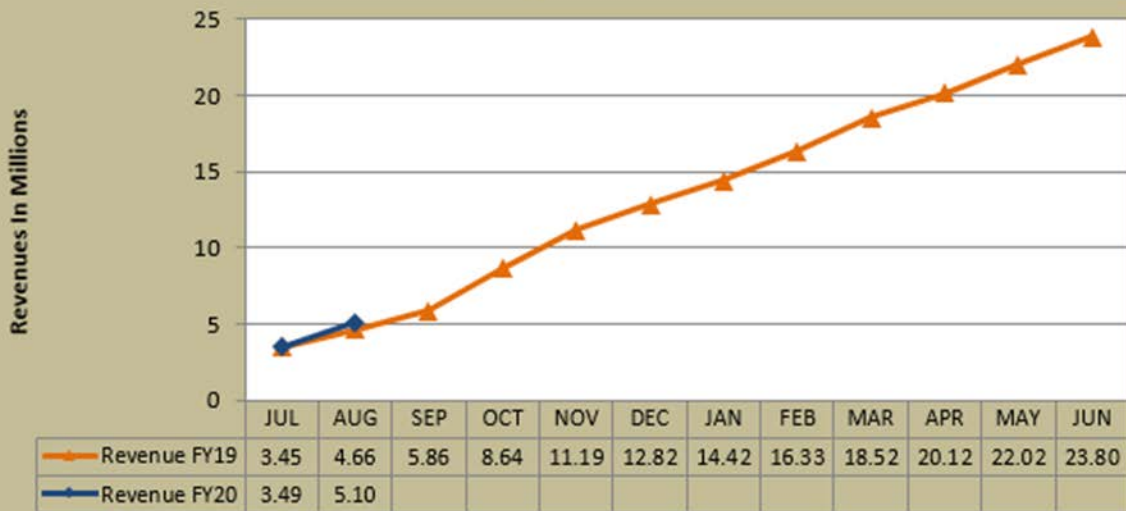
■ Revenues	3.45	4.66	5.86	8.64	11.19	12.82	14.42	16.33	18.52	20.12	22.02	23.80
■ Expenditures	1.41	3.32	5.25	7.18	9.62	11.40	13.58	15.63	17.52	19.13	21.22	23.98

South Florida State College					
Revenue and Expenditures for Fund 1					
For Month Ended June 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	4,239,558.59	(29,188.59)	100.69%
404XX	Lab Fees	489,113.00	491,081.92	(1,968.92)	100.40%
408XX	Technology Fees	185,938.00	180,008.10	5,929.90	96.81%
405-407XX, 409XX	Other Student Fees	128,591.00	130,216.24	(1,625.24)	101.26%
416XX	Grants and Contracts from Counties	582,800.00	545,747.73	37,052.27	93.64%
42110	FCSPF-General Revenue	12,162,902.00	12,162,902.00	-	100.00%
4215X	Performance Based Incentive	1,558,109.00	1,553,062.92	5,046.08	99.68%
42210	CO&DS Entitlement	1,100.00	1,032.00	68.00	93.82%
42610	FCSPF-Lottery	3,803,945.00	3,803,945.00	-	100.00%
429XX, 439XX	Indirect Costs Recovered	92,750.00	133,271.61	(40,521.61)	143.69%
441-44400	Cash/Non-Cash Contributions and Gifts	76,000.00	97,965.00	(21,965.00)	128.90%
46400	Use of College Facilities	100,000.00	124,702.96	(24,702.96)	124.70%
466XX, 467XX	Other Sales and Services	127,825.00	168,856.30	(41,031.30)	132.10%
48100	Interest and Dividends	10,000.00	30,211.42	(20,211.42)	302.11%
487XX, 489XX	Fines and Penalties/Miscellaneous	42,255.00	40,733.39	1,521.61	96.40%
49XXX	Transfers and Other Revenues	200,000.00	100,726.91	99,273.09	50.36%
	Total Revenue	\$ 23,771,698.00	\$ 23,804,022.09	\$ (32,324.09)	100.14%
51XXX	Management	1,774,394.00	1,810,218.07	(35,824.07)	102.02%
52XXX	Instructional	4,661,398.00	4,633,191.20	28,206.80	99.39%
53XXX	Other Professional	2,769,550.00	2,808,372.91	(38,822.91)	101.40%
54XXX	Career Staff	2,380,449.00	2,385,954.33	(5,505.33)	100.23%
56XXX	Other Professional-Instructional	1,379,544.00	1,306,766.11	72,777.89	94.72%
57XXX	Other Professional-Tech/Clerical/Trade	152,554.00	145,804.30	6,749.70	95.58%
58XXX	Student Employment	25,000.00	10,128.20	14,871.80	40.51%
585XX	Employees Awards	328,039.00	325,162.82	2,876.18	99.12%
59XXX	Benefits	4,317,861.00	4,025,812.26	292,048.74	93.24%
	Total Personnel	\$ 17,788,789.00	\$ 17,451,410.20	\$ 337,378.80	98.10%
605XX	Travel	284,270.00	250,597.70	33,672.30	88.15%
61000	Freight and Postage	17,155.00	16,010.55	1,144.45	93.33%
615XX	Telecommunications	61,715.00	62,779.56	(1,064.56)	101.72%
62000	Printing	31,415.00	32,150.37	(735.37)	102.34%
625XX	Repairs and Maintenance	1,048,045.00	1,172,444.09	(124,399.09)	111.87%
63000	Rentals	156,145.00	150,707.25	5,437.75	96.52%
635XX, 637XX	Insurance	388,750.00	470,379.99	(81,629.99)	121.00%
640XX	Utilities	1,455,175.00	1,599,327.98	(144,152.98)	109.91%
645XX	Other Services	808,594.00	758,601.19	49,992.81	93.82%
64700	Grant Aid	2,280.00	7,579.60	(5,299.60)	332.44%
650XX	Professional Fees	128,120.00	126,628.17	1,491.83	98.84%
655XX	Education Office/Dept Material Supp	686,098.00	597,057.87	89,040.13	87.02%
657XX	Data Software	18,150.00	44,456.68	(26,306.68)	244.94%
66000	Maint/Construction Material/Supp	323,645.00	326,212.16	(2,567.16)	100.79%
665XX	Other Materials and Supplies	136,555.00	216,179.59	(79,624.59)	158.31%
670XX	Subscriptions/Library	51,635.00	49,338.47	2,296.53	95.55%
675XX	Purchases for Resale	45,075.00	40,253.61	4,821.39	89.30%
680XX	Scholarships	45,500.00	46,988.50	(1,488.50)	103.27%
69XXX	Transfers and Other Expenses	125,000.00	33,643.60	91,356.40	26.91%
	Total Current Expenses	\$ 5,813,322.00	\$ 6,001,336.93	\$ (188,014.93)	103.23%
706XX	Minor Equipment >1000<5000	75,000.00	43,097.92	31,902.08	57.46%
71000	Furniture and Equipment	419,997.00	487,073.20	(67,076.20)	115.97%
	Total Capital Outlay	\$ 494,997.00	\$ 530,171.12	\$ (35,174.12)	107.11%

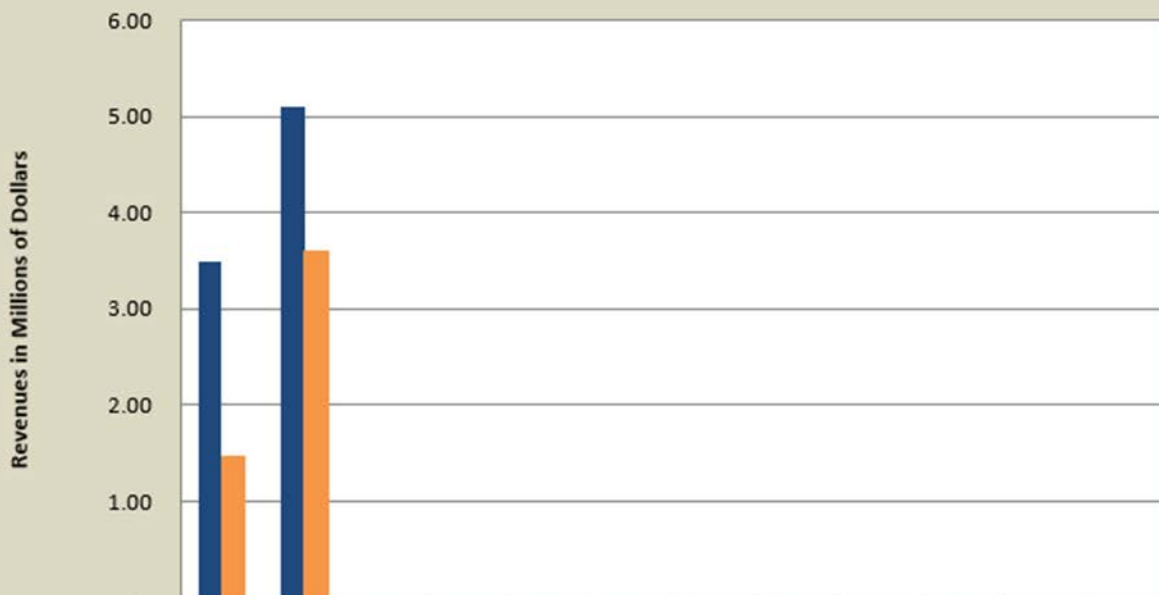
2019-20 Year-to-Date



South Florida State College Fund 1 Total Revenue, FY 19 vs FY 20



South Florida State College Fund 1 Total Revenues & Expenditures FY 20



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
■ Revenues	3.49	5.10	-	-	-	-	-	-	-	-	-	-
■ Expenditures	1.47	3.59	-	-	-	-	-	-	-	-	-	-

South Florida State College					
Revenue and Expenditures for Fund 1					
For Month Ended August 31, 2019					
Code	Account Title	Budget Amount	Amount	Difference	Percentage Collected/ Spent to Date
401-403XX	Tuition and Out of State Fees	4,304,630.00	2,077,395.59	2,227,234.41	48.26%
404XX	Lab Fees	434,750.00	256,701.93	178,048.07	59.05%
408XX	Technology Fees	184,000.00	78,909.83	105,090.17	42.89%
405-407XX, 409X	Other Student Fees	121,260.00	30,515.10	90,744.90	25.17%
416XX	Grants and Contracts from Counties	596,375.00	-	596,375.00	0.00%
42110	FCSPF-General Revenue	14,167,195.00	2,361,200.00	11,805,995.00	16.67%
4215X	Performance Based Incentive	579,519.00	69,086.00	510,433.00	11.92%
42210	CO&DS Entitlement	1,100.00	-	1,100.00	0.00%
42610	FCSPF-Lottery	2,181,088.00	-	2,181,088.00	0.00%
429XX, 439XX	Indirect Costs Recovered	178,024.00	15,638.07	162,385.93	8.78%
441-44400	Cash/Non-Cash Contributions and Gifts	14,000.00	2,024.00	11,976.00	14.46%
46400	Use of College Facilities	100,000.00	12,449.62	87,550.38	12.45%
466XX, 467XX	Other Sales and Services	107,275.00	61,265.58	46,009.42	57.11%
48100	Interest and Dividends	10,000.00	3,103.47	6,896.53	31.03%
487XX, 489XX	Fines and Penalties/Miscellaneous	121,327.00	3,221.27	118,105.73	2.66%
49XXX	Transfers and Other Revenues	500,000.00	887.90	499,112.10	0.18%
	Total Revenue	\$ 23,600,543.00	\$ 4,972,398.36	\$ 18,628,144.64	21.07%
51XXX	Management	1,830,740.00	305,123.35	1,525,616.65	16.67%
52XXX	Instructional	4,710,250.00	576,079.35	4,134,170.65	12.23%
53XXX	Other Professional	2,874,591.00	468,448.03	2,406,142.97	16.30%
54XXX	Career Staff	2,472,633.00	387,077.90	2,085,555.10	15.65%
56XXX	Other Professional-Instructional	1,429,240.00	92,917.80	1,336,322.20	6.50%
57XXX	Other Professional-Tech/Clerical/Trade	157,314.00	13,108.69	144,205.31	8.33%
58XXX	Student Employment	25,000.00	-	25,000.00	0.00%
585XX	Employees Awards	225,245.00	-	225,245.00	0.00%
59XXX	Benefits	4,599,724.00	584,997.87	4,014,726.13	12.72%
	Total Personnel	\$ 18,324,737.00	\$ 2,427,752.99	\$ 15,896,984.01	13.25%
605XX	Travel	278,945.00	17,814.64	261,130.36	6.39%
61000	Freight and Postage	21,478.00	1,625.57	19,852.43	7.57%
615XX	Telecommunications	62,000.00	5,385.54	56,614.46	8.69%
62000	Printing	41,193.00	3,120.28	38,072.72	7.57%
625XX	Repairs and Maintenance	1,059,233.00	283,051.87	776,181.13	26.72%
63000	Rentals	159,994.00	27,258.51	132,735.49	17.04%
635XX, 637XX	Insurance	441,174.00	39,621.75	401,552.25	8.98%
640XX	Utilities	1,648,170.00	273,164.91	1,375,005.09	16.57%
645XX	Other Services	649,301.00	170,890.32	478,410.68	26.32%
64700	Grant Aid	4,280.00	241.00	4,039.00	5.63%
650XX	Professional Fees	128,505.00	20,857.58	107,647.42	16.23%
655XX	Education Office/Dept Material Supp	642,996.00	105,018.54	537,977.46	16.33%
657XX	Data Software	35,070.00	13,311.18	21,758.82	37.96%
66000	Maint/Construction Material/Supp	327,500.00	30,910.29	296,589.71	9.44%
665XX	Other Materials and Supplies	129,046.00	7,393.17	121,652.83	5.73%
670XX	Subscriptions/Library	55,950.00	9,991.51	45,958.49	17.86%
675XX	Purchases for Resale	40,800.00	2,374.54	38,425.46	5.82%
680XX	Scholarships	45,000.00	129,369.32	(84,369.32)	287.49%
69XXX	Transfers and Other Expenses	125,000.00	1,254.58	123,745.42	1.00%
	Total Current Expenses	\$ 5,895,635.00	\$ 1,142,655.10	\$ 4,752,979.90	19.38%
706XX	Minor Equipment >1000<5000	45,000.00	-	45,000.00	0.00%
71000	Furniture and Equipment	30,000.00	20,924.00	9,076.00	
	Total Capital Outlay	\$ 75,000.00	\$ 20,924.00	\$ 54,076.00	27.90%



OFFICE OF THE PRESIDENT

Item 9.2

PRESENT TO BOARD: SEPTEMBER 25, 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 July 2019 meeting of the College District Board of Trustees. The included dates are June 28, 2019 to September 10, 2019. The total amount reported is **\$63,097.49**.

II. Foundation Update

- Showcase Event update
- Partnership Project Marketing Campaign update
- New Foundation Board Member

South Florida State College Foundation
Gift Summary Report 6/28/19 - 9/10/19

Fund ID	Fund Description	# Gifts	Cash	GIK	Total
1000	Unrestricted	49	\$30,703.00	\$4,800.00	\$35,503.00
2000	Jacaranda Restoration Fund	4	\$48.00	\$0.00	\$48.00
5011	SFSC General Scholarship	22	\$6,033.00	\$0.00	\$6,033.00
5025	General Nursing Scholarship	4	\$11,153.50	\$0.00	\$11,153.50
5031	SFSC Community Fund	7	\$77.65	\$0.00	\$77.65
5032	SFSC Library Donations	9	\$105.00	\$0.00	\$105.00
5045	Athletic Booster Club	6	\$90.00	\$0.00	\$90.00
5058	Take Stock In Children - Ops	2	\$20.00	\$0.00	\$20.00
5095	Dental Programs	3	\$75.00	\$0.00	\$75.00
5110	Highlands County Bar Association S'ship	6	\$225.00	\$0.00	\$225.00
5128	Helios Education Fdt 1st Generation S'ship	1	\$3,522.00	\$0.00	\$3,522.00
5158	TSIC Scholarships	25	\$1,273.00	\$0.00	\$1,273.00
5165	External Scholarship	1	\$2,000.00	\$0.00	\$2,000.00
6005	Partnership Project	18	\$2,872.34	\$0.00	\$2,872.34
6010	STEM Endowment	5	\$100.00	\$0.00	\$100.00
	Grand Totals:	162	\$58,297.49	\$4,800.00	\$63,097.49
	162 Gift(s) listed				
	58 Donor(s) listed				



OFFICE OF THE PRESIDENT

Item 9.3

PRESENT TO BOARD: SEPTEMBER 25, 2019

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANTS DEVELOPMENT

Proposals in Development

Title: Pathways to Career Opportunities – Nursing
Source: Florida Department of Education (FLDOE)
Amount: To be determined
Description: Funding will be requested for apprenticeship programs.

Title: Health Sciences Instructional Technology & Community Health Initiatives
Source: Highlands County Health Services
Amount: To be determined
Description: Funding will be requested for educational technology and professional development.

Submitted Proposals

Title: RSVP Baseline Funding Increase Opportunity
Source: Corporation for National and Community Service (CNCS)
Amount: \$7,500
Description: Funds have been requested to increase the baseline federal funding (\$44,534) awarded for fiscal year 2019-2020 for a total of \$52,034. This is a permanent increase of federal funding in future grant years.

Title: Family-Friendly Performances in Rural Florida

Source: National Endowment of the Arts (NEA)

Amount: \$30,000

Description: Funds have been requested to support artist fees for a minimum of three family-friendly, multidisciplinary performances for the 2020-2021 season at the Alan Jay Wildstein Center for the Performing Arts.

Title: Museum of Florida Art and Culture (MOFAC) Exhibits Grant

Source: Publix Charities

Amount: \$1,000

Description: Funds have been requested from Publix Charities to support museum exhibits in 2019-2020.