



**SFSC
District Board of Trustees
Regular Meeting
January 20, 2021**

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

**Joe Wright, Chair
Tami Cullens, Vice Chair
Tim Backer
Derren Bryan
Louis Kirschner
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: JANUARY 20, 2021

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: ADOPTION OF AGENDA

It is recommended that the agenda of the regular meeting of January 20, 2021 be adopted.

SUGGESTED MOTION:

Move to adopt the agenda of the regular meeting of January 20, 2021 as presented.

**REGULAR MEETING AGENDA
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
HIGHLANDS CAMPUS
JANUARY 20, 2021
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 Virtual Meeting – December 9, 2020
 - 1.3 Review of Master Calendar
- 2.0 Communications, Introductions, and Recognition
 - 2.1 New Employee Introductions
- 3.0 Public Comment
- 4.0 Presentations
 - 4.1 Core Indicators of Effectiveness
- 5.0 Consent Agenda Action Items
 - 5.1 Personnel Actions
 - 5.2 Operating Actions
 - 5.2.1 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 President's Annual Performance Review
 - 8.2 District Board of Trustees Annual Self-Evaluation Review
- 9.0 Reports
 - 9.1 Financial Report
 - 9.2 Foundation Report
 - 9.3 President's Report
 - 9.4 Board Attorney Report
 - 9.5 Board Member Reports
 - 9.6 Board Chair Report
- 10.0 Adjournment



OFFICE OF THE PRESIDENT

Item 1.2.1

PRESENT TO BOARD: JANUARY 20, 2021

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: MINUTES – REGULAR MEETING – DECEMBER 9, 2020

It is recommended that the minutes of the regular meeting held December 9, 2020 be approved as presented and recorded in the Supplemental Minute Book.

SUGGESTED MOTION:

Move to approve the minutes of the December 9, 2020 virtual meeting as presented.

**MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
DECEMBER 9, 2020**

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

Staff Present:

Mrs. Jamie Bateman	Mrs. Ashley Bennett	Mr. Gil Carney
Mr. Erik Christensen	Mr. Jason Fitzgerald	Dr. Robert Flores
Ms. Cindy Garren	Mr. Junior Gray	Mr. Don Kesterson
Mrs. Melissa Kuehnle	Mr. Glenn Little	Mr. Keith Loweke
Mrs. April Ricker	Mrs. Carmen Robinson-Cooper	Ms. Robin Southwell
Mr. John Snow	Mr. Jonathan Stern	Dr. Sidney Valentine
Dr. Chris van der Kaay	Mrs. Mary von Merveldt	Mrs. June Weyrauch
Dr. Tim Wise		

Excused: Ms. Melissa Lee Dr. Michele Heston

Others Present: Mrs. Barbara Kirschner

College Attorney, Mrs. Pam Karlson was virtually present at the December 9 District Board of Trustees Meeting. Mr. Wright reminded the Board to speak directly into their microphones. The Board did a round table sound check.

The regular meeting of the District Board of Trustees was called to order at 1:07 p.m. on the Highlands Campus of South Florida State College by Board Chair, Mr. Joe Wright.

1.0 PRELIMINARY MATTERS

1.1 Adoption of Agenda

Mrs. Rider made a motion, seconded by Mrs. Puckorius, to adopt the agenda of the regular meeting held December 9, 2020 as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

1.2 Approval of Minutes

1.2.1 Regular Meeting Minutes

Mr. Backer made a motion, seconded by Mrs. Cullens, to approve the minutes of the virtual meeting held October 28, 2020 as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

1.3 Review of Master Calendar

The Master Calendar was reviewed. No changes were recommended by the Board.

2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITIONS

2.1 New Employee Introduction

The following new employees were introduced:

Employee	Position	Supervisor	Hired
Jason Fitzgerald	Instructor, English	James Hawker	08/17/20
Carmen Robinson-Cooper	Senior Accountant	April Ricker	09/01/20

2.2 Employee Retirement Recognition

Employee	Position	Dates of Service
Glenn W. Little	Vice President for Administrative Services	01/02/1986 – 12/18/20

Mr. Backer made a motion, seconded by Mrs. Puckorius, to recognize the retirement of Mr. Glenn W. Little for his 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, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

Mr. Little thanked the Board. He stated that we have an amazing college and after 35 years SFSC has not only blessed him but his family too. Mr. Little reflected fondly on his time at SFSC.

3.0 PUBLIC COMMENT

None

4.0 PRESENTATION

4.1 Florida Blue Nursing and Allied Health Scholarship

Dr. Leitzel introduced Mrs. Bateman who reported that the Florida College System Foundation Board of Directors awarded \$12,162 to South Florida State College Foundation for the 2020-2021 Florida Blue Nursing and Allied Health Scholarship. With matching funds, SFSC awarded 24 students from the dental, nursing, and radiography programs. The students were brought forward and introduced by Mrs. Bateman and received their scholarship from Mrs. Tami Cullens, SFSC Vice Board Chair and member of the Florida College System Foundation Board.

4.2 SFSC Strategic Plan (Destination 2025)

Dr. Leitzel asked Dr. van der Kaay to present the SFSC Strategic Plan (Destination 2025) for approval.

Dr. van der Kaay distributed Destination 2025, Destination 2023 Accountability Matrix, and the SFSC Strategic Planning and Institutional Effectiveness Model to the Board. Dr. van der Kaay presented a brief overview of the SFSC Strategic Plan (Destination 2025).

(EXHIBIT "A")

Mrs. Cullens made a motion, seconded by Mr. Bryan, to approve the SFSC Strategic Plan (Destination 2025) as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

5.0 CONSENT AGENDA ACTION ITEMS

5.1 Personnel Actions

Approved a list of full-time career services as presented.

(EXHIBIT "B")

5.2 Grant Awards

5.2.1 AmeriCorps Seniors Pandemic Augmentation

AmeriCorps Seniors

\$ 5,000

5.3 Operational Actions

5.3.1 Monthly Accounts Payable/Payroll Check Register

Approved the monthly accounts payable/monthly payroll check registers and summary for all funds through October 2020.

(EXHIBIT "C")

5.3.2 Property Deletion

Approved the deletion of College property from inventory records as presented.

(EXHIBIT "D")

5.3.3 Donation – Baldwin Acrosonic Piano

Approved the donation of the Baldwin Acrosonic piano for use by the DeSoto Campus as presented.

(EXHIBIT "E")

Mrs. Puckorius had a concern pertaining to the varied amounts in the monthly expenses report. Mr. Little addressed her concerns and explained the variations were due to CARESAct funding and the prepayment of insurance.

Mr. Bryan made a motion, seconded by Mrs. Rider, to approve the Consent Agenda, Items 5.1 through 5.3.3 as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

6.0 PLANNING AND POLICY ISSUES

None

7.0 ACADEMIC AND STUDENT MATTERS

7.1 Curriculum Proposals

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

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

8.0 PURCHASING AND OTHER ACTION ITEMS

8.1 SFSC Mission Statement Affirmation

The Board reviewed the current SFSC Mission Statement. No changes were recommended.

(EXHIBIT "G")

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

9.0 REPORTS

9.1 Financial Report

Mr. Little reported on the graphs and revenue and expenditure summary compared to budgeted funds within the Operating Budget for FY2020-21 year-to-date.

(EXHIBIT "H")

9.2 Foundation Report

Mrs. Bateman reported that the South Florida State College Foundation, Inc. received donations and pledges in the amount of **\$422,629.13** from October 14 through November 17, 2020. Mrs. Bateman recapped a review by the Hotel Jacaranda Planning Committee on the areas in need of current and ongoing maintenance for the Hotel Jacaranda. She reported the Foundation Board has suggested to move forward with a true evaluation of the hotel be conducted by an engineering firm familiar with such evaluations. Mrs. Bateman gave a brief update from the Jacaranda Jubilee and Giving Tuesday events. She announced that the Foundation Christmas Luncheon has sold out with 96 attendees.

9.3 Resource Development

I. Grants Development Report

Dr. van der Kaay reported on the Grants Development Report dated 12/09/20.

II. In Development

A. Pathway to a Pipeline: Advanced Patient Care Technician Apprenticeship 2.0

Florida Department of Education (FLDOE) \$ 120,000

III. Submitted

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

Corporation for National and Community Service \$ 52,034

9.4 President's Report

Dr. Leitzel thanked Mr. Gil Carnery in the sound booth and Mr. John Snow for his help with the technology and sanitation for today's DBOT meeting and Mrs. Weyrauch's assistance with technology.

Dr. Leitzel reported on the following items:

1. Shared the 2020 Year In Review video.
2. Announced that the President's 2020 Meritorious Service Awards were awarded to recipients today. Due to COVID-19 the awards were recorded and will be posted on Daily Connection in the coming week.

3. Commencement Update: Dr. Leitzel reviewed the commencement plan that was presented to the Board at the September 23 DBOT meeting with the following recommendation:
 - Three Ceremonies: Starting at 12 noon on Thursday, December 17
 - Bachelor's 12 noon
 - AS – Certificates 3 p.m.
 - AA 6 p.m.

He discussed the safety precautions that have been made for this year's commencement. Dr. Leitzel asked for the Board members to let Mrs. Ashley Bennett know which commencement ceremony they will be attending. He shared the Rehearsal video that Mrs. Melissa Kuehnle made that has been shared with all the graduates.

4. Highlighted Corrections Graduation on November 13. Announced the Law Enforcement graduation is tonight at 6 p.m.
5. Panther Athletics: Dr. Leitzel reported the SFSC Cross-Country team traveled to Fort Dodge, Iowa for Nationals on November 5-7. He announced our of 70 participating colleges, SFSC finished #16.
6. Enrollment Update: Dr. Leitzel reported that enrollment is decreasing nation-wide. He shared some charts from the National Student Clearinghouse Research Center comparing enrollment from Fall 2019 to Fall 2020 on freshman enrollment by race/ethnicity. He gave a brief overview of what SFSC students are currently facing during the pandemic.
7. Panther Emergency Student Aid Fund: Dr. Leitzel announced that 899 students have been awarded \$922,383 from CARESAct funding to date.
8. Tallahassee Update: Dr. Leitzel reported that the Senate President is Wilton Simpson (Spring Hill) and the Speaker of the House is Chris Sprowls (Clearwater). He gave brief overview of what is being reported on the general revenue for this coming year.
9. National Legislative Summit Update: ACCT will be hosting the National Legislative Summit February 8-10 virtually this year. Mr. Wright asked Mrs. Bennett to send an agenda to the Trustees.
10. Highlighted Mr. Little's retirement celebration. Dr. Leitzel thanked Mr. Little for his many years of service to SFSC.
11. January 20 DBOT Meeting: Dr. Leitzel reminded the Board that the president's evaluation and the Board self-evaluation is due in January to Mrs. Pam Karlson and will be reported at the January 20 DBOT meeting.
12. Concluded with the SFSC Holiday video.

9.4 Board Attorney's Report

Mrs. Karlson stated no report. She informed the Board that she will send the president's evaluation and Board self-evaluation form some time next week and asked that they be returned to her by January 11. Mrs. Karlson stated she was happy to be back to work after being out with COVID-19 since November 23. She wished everyone a Merry Christmas and Happy New Year.

9.5 Board Members' Reports

Mrs. Puckorius stated no report.

Mr. Backer thanked Mr. Little for his service and friendship over the years. He wished everyone a Merry Christmas.

Mr. Bryan stated no report. He congratulated Mr. Little on his retirement and stated that he will be missed. Mr. Bryan wished everyone a Merry Christmas and Happy New Year.

Mrs. Rider stated no report. She stated blessings to all and a Merry Christmas.

Dr. Kirschner wished everyone a Merry Christmas and Happy New Year. He congratulated Mr. Little for an outstanding career at SFSC.

Mrs. Cullens thanked everyone for attending the DBOT meeting. She wished everyone a Merry Christmas and Happy New Year.

9.6 Board Chair Report

Mr. Wright reported that he participated in the Financial exit conference this morning with the auditors. He was happy to announce the college is in good standing with no findings. Mr. Wright stated that the Federal audit will be concluded possibly in February 2021.


10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 2:52 p.m.



OFFICE OF THE PRESIDENT

Item 1.3

PRESENT TO BOARD: JANUARY 20, 2021
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
FROM: THOMAS C. LEITZEL 
SUBJECT: REVIEW OF 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 Master Calendar

JANUARY 2021	FEBRUARY 2021	MARCH 2021
<p>14-17 Foundation Million Dollar Hole-in-One Shoot-Out, Sun'N Lake Golf Course</p> <p>20 Board Meeting, 1 PM Highlands Campus</p>	<p>7-10 ACCT National Legislative Summit, Washington, DC (Virtual)</p>	<p>15-19 Spring Break</p> <p>24 Board Meeting, 1 PM Highlands Campus</p>
APRIL 2021	MAY 2021	JUNE 2021
<p>21 Board Meeting, 1 PM Highlands Campus</p>	<p>11 Spring Commencement</p> <p>26 Budget Workshop, 10AM DeSoto Campus Board Meeting, 1 PM DeSoto Campus</p>	<p>23 Board Meeting, 1 PM Hardee Campus</p>
JULY 2021	AUGUST 2021	SEPTEMBER 2021
<p>14 Board Meeting, 1 PM Lake Placid Campus</p>	<p>TBD Board Meeting, 1 PM Highlands Campus</p>	<p>TBD Board Meeting, 1 PM Highlands Campus</p>
OCTOBER 2021	NOVEMBER 2021	DECEMBER 2021
<p>TBD Board Meeting, 1 PM Highlands Campus</p>	<p>TBD Board Meeting, 1 PM Highlands Campus</p>	<p>TBD Board Meeting, 1 PM Highlands Campus</p>

New Addition

Tentative *

2.0 Communications, Introductions, and Recognitions




OFFICE OF THE PRESIDENT

Item 2.1

PRESENT TO BOARD: JANUARY 20, 2021

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: NEW EMPLOYEE INTRODUCTIONS

Employee	Position	Supervisor	Hired
Ross Crawford	Lead Maintenance Lake Placid Center	Robert Flores	10/05/20
Peter Elliott	Vice President for Administrative Services	Thomas Leitzel	01/04/21
William Senton	Specialized Maintenance: HVAC	Robert Flores	10/12/20
Erin Warner	Purchasing Specialist	Deborah Olson	09/01/20

3.0 *Public Comment*

4.0 Presentations




OFFICE OF THE PRESIDENT

Item 4.1

PRESENT TO BOARD: JANUARY 20, 2021

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: CORE INDICATORS OF EFFECTIVENESS

The SFSC Core Indicators of Effectiveness serve as the institution's primary mechanism for monitoring measurable goals and outcomes for student achievement. These indicators are based on the Core Indicators for Effectiveness for Community Colleges, 3rd edition by Alfred, Shults, and Seybert (2007) and the American Association of Community College's (AACCC) Voluntary Framework of Accountability (VFA).


There are a total of 17 core indicators that undergo a comprehensive, regular, and sustainable review process. These indicators are analyzed annually by the Data Analysis Group (DAG), a standing College committee of faculty and staff, as well as the president's Leader Team to evaluate the College's effectiveness and need for potential student success interventions.

5.0 Consent Agenda Action Items



OFFICE OF THE PRESIDENT

Item 5.0

PRESENT TO BOARD: JANUARY 20, 2021
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	Operating Actions	23
	5.2.1 Monthly Accounts Payable & Payroll Check Register	



OFFICE OF THE PRESIDENT

Item 5.1

PRESENT TO BOARD: JANUARY 20, 2021

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>
Crews, Sari*	Coordinator, Retention and Recruitment	09/01/20
Black, Joseph	End User Support Analyst II	01/04/21
Luevano, Cristian	HSI-STEM Coach (Highlands/Virtual)	01/04/21
McLaughlin, John	Director, Criminal Justice	01/11/21

*Transferred from Business Development Specialist, CCE position

II. RESIGNATIONS:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Stafford, Kathryn	Instructor, Nursing	12/17/20
Canals Ortiz-Vasquez, Emily	Staff Assistant I, Lake Placid Center	01/15/21
Jackson, Catherine	HSI-STEM College Success Coach	01/15/21
Bello, Kim	Application Software Developer	01/29/21

III. RETIREMENTS:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Clark, Larry	Specialized Maintenance	02/05/21

IV. ADJUNCT FACULTY, 2020-21, ACADEMIC YEAR AS NEEDED:

<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Carter Jr, Benjamin	ABE/GED/ESOL	II
Ahadpour, Mehdi	ESOL	II

SUGGESTED MOTION:

Move to approve the personnel recommendations as presented.




OFFICE OF THE PRESIDENT

Item 5.2.1

PRESENT TO BOARD: JANUARY 20, 2021

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 for the months of November and December are enclosed. Detailed information related to expenditures to date is available during normal business hours in the College Business Office.

SUGGESTED MOTION:
Move to approve the monthly accounts payable/monthly payroll check register as presented.

Accounts Payable:								
	2020/2021 Checks		2020/2021 Electronic		2020/2021 P-Card		2020/2021 Totals	
	No.	Amount	No.	Amount	No.	Amount	No.	Amount
July	589	\$821,612.60	85	\$1,088,340.58	279	\$116,793.62	953	\$2,026,746.80
August	256	\$479,865.33	57	\$788,468.58	432	\$196,630.20	745	\$1,464,964.11
September	1391	\$2,851,576.95	104	\$935,450.31	563	\$197,093.18	2058	\$3,984,120.44
October	748	\$844,171.55	96	\$888,767.86	502	\$137,409.86	1346	\$1,870,349.27
November	721	\$1,097,947.27	100	\$903,812.57	477	\$136,364.71	1298	\$2,138,124.55
December	276	\$510,053.90	92	\$982,824.18	579	\$152,566.19	947	\$1,645,444.27
January								
February								
March								
April								
May								
June								
Totals	3981	\$6,605,227.60	534	\$5,587,664.08	2832	\$936,857.76	7347	\$13,129,749.44

Payroll:						
	2020/2021 Checks		2020/2021 Electronic		2020/2021 Totals	
	No.	Amount	No.	Amount	No.	Amount
July	7	\$13,769.29	453	\$926,818.00	460	\$940,587.29
August	11	\$29,104.84	363	\$1,017,720.27	374	\$1,046,825.11
September	8	\$9,510.60	392	\$889,119.63	400	\$898,630.23
October	7	\$8,112.85	433	\$950,591.31	440	\$958,704.16
November	8	\$6,204.53	441	\$942,720.30	449	\$948,924.83
December	10	\$10,192.77	444	\$981,208.03	454	\$991,400.80
January						
February						
March						
April						
May						
June						
Totals	51	\$76,894.88	2526	\$5,708,177.54	2577	\$5,785,072.42

Accounts Payable:

	2019/20			2020/21		
	# Payments	Monthly Total	Cumulative Total	# Payments	Monthly Total	Cumulative Total
July	1,184	\$1,922,191.43	\$1,922,191.43	953	\$2,026,746.80	\$2,026,746.80
August	907	\$1,626,557.03	\$3,548,748.46	745	\$1,464,964.11	\$3,491,710.91
September	2,050	\$2,677,106.78	\$6,225,855.24	2,058	\$3,984,120.44	\$7,475,831.35
October	1,239	\$1,483,299.65	\$7,709,154.89	1,346	\$1,870,349.27	\$9,346,180.62
November	1,421	\$2,094,514.05	\$9,803,668.94	1,298	\$2,138,124.55	\$11,484,305.17
December	1,111	\$1,582,077.65	\$11,385,746.59	947	\$1,645,444.27	\$13,129,749.44
January	842	\$1,974,312.89	\$13,360,059.48			
February	2,398	\$3,242,411.14	\$16,602,470.62			
March	1,194	\$1,986,544.06	\$18,589,014.68			
April	510	\$1,294,286.38	\$19,883,301.06			
May	1,015	\$1,566,229.91	\$21,449,530.97			
June	1,120	\$2,038,322.31	\$23,487,853.28			
Totals	14,991	\$23,487,853.28		7,347	\$13,129,749.44	

Payroll:

	2019/20			2020/21		
	# Payments	Monthly Total	Cumulative Total	# Payments	Monthly Total	Cumulative Total
July	528	\$928,308.96	\$928,308.96	460	\$940,587.29	\$940,587.29
August	418	884,471.65	\$1,812,780.61	374	\$1,046,825.11	\$1,987,412.40
September	440	921,904.97	\$2,734,685.58	400	\$898,630.23	\$2,886,042.63
October	480	943,995.77	\$3,678,681.35	440	\$958,704.16	\$3,844,746.79
November	496	1,153,527.16	\$4,832,208.51	449	\$948,924.83	\$4,793,671.62
December	489	967,870.33	\$5,800,078.84	454	\$991,400.80	\$5,785,072.42
January	439	895,913.55	\$6,695,992.39			
February	485	962,842.07	\$7,658,834.46			
March	508	975,231.38	\$8,634,065.84			
April	466	942,937.92	\$9,577,003.76			
May	429	932,757.93	\$10,509,761.69			
June	365	889,438.46	\$11,399,200.15			
Totals	5543	\$11,399,200.15		2577	\$5,785,072.42	

6.0 Planning and Policy Issues

7.0 Academic and Student Matters

8.0 *Purchasing and Other Action Items*




OFFICE OF THE PRESIDENT

Item 8.1

PRESENT TO BOARD: JANUARY 20, 2021

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: PRESIDENT'S ANNUAL PERFORMANCE REVIEW

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

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




OFFICE OF THE PRESIDENT

Item 8.2

PRESENT TO BOARD: JANUARY 20, 2021

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: DISTRICT BOARD OF TRUSTEES ANNUAL SELF-EVALUATION REVIEW

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

9.0 Reports




OFFICE OF THE PRESIDENT

Item 9.1

PRESENT TO BOARD: JANUARY 20, 2021

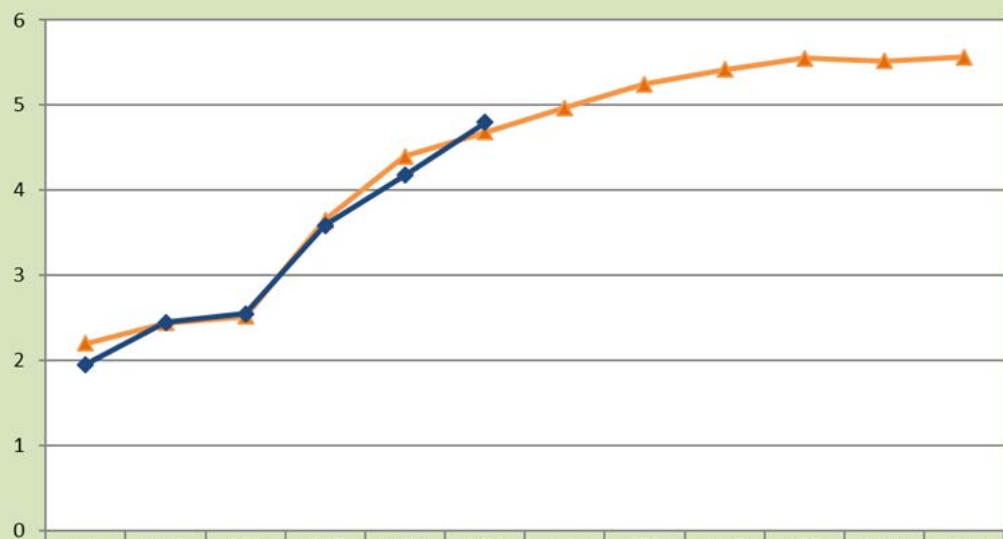
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

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

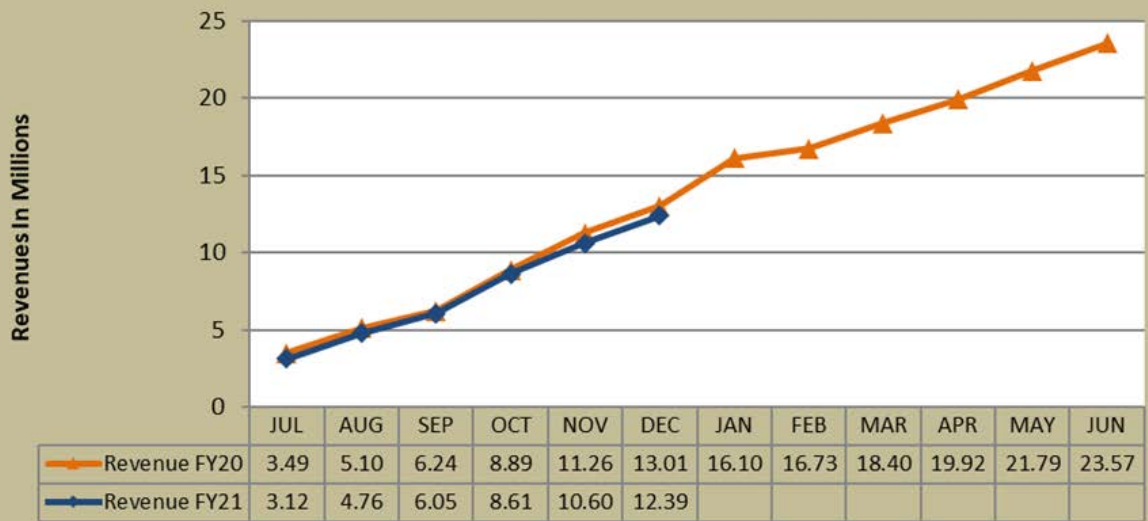
Enclosed for your review are the graphs and revenue and expenditure summary compared to budgeted funds within the Operating Budget through December 2020.

**South Florida State College
Fund 1 Student Fee Revenue, FY 20 vs FY 21**

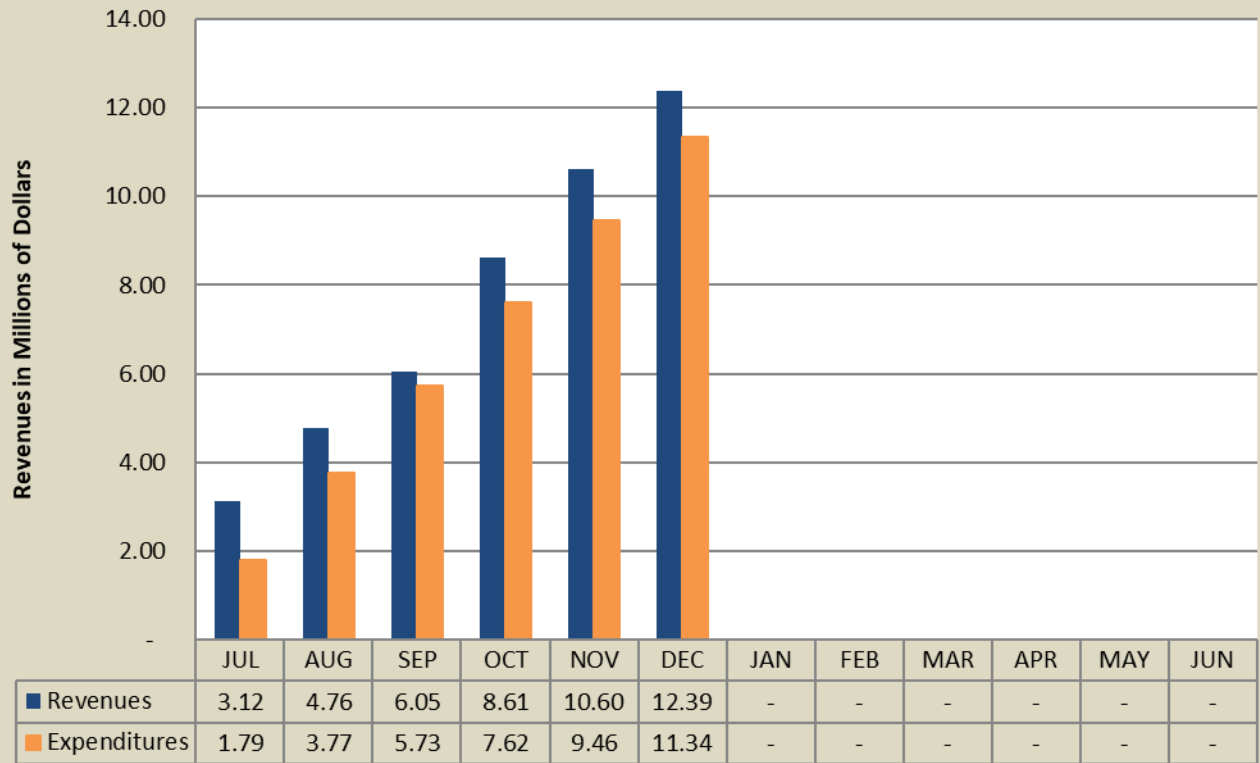


Student Fees FY20	2.20	2.44	2.52	3.65	4.40	4.69	4.97	5.25	5.42	5.55	5.52	5.56
Student Fees FY21	1.95	2.45	2.55	3.59	4.18	4.80						

South Florida State College Fund 1 Total Revenue, FY 20 vs FY 21



South Florida State College Fund 1 Total Revenues & Expenditures FY 21



South Florida State College
Revenue and Expenditures for Fund 1
For Month Ended December 31, 2020

Code	Account Title	Budget Amount	Amount	Difference	Percentage Collected/ Spent to Date
401-403XX	Tuition and Out of State Fees	4,082,914.00	4,084,925.84	(2,011.84)	100.05%
404XX	Lab Fees	568,650.00	467,587.02	101,062.98	82.23%
408XX	Technology Fees	178,367.00	159,466.68	18,900.32	89.40%
405-407XX, 409XX	Other Student Fees	109,767.00	88,120.73	21,646.27	80.28%
416XX	Grants and Contracts from Counties	786,090.00	50,000.00	736,090.00	6.36%
42110	FCSPF-General Revenue	14,038,184.00	6,601,090.00	7,437,094.00	47.02%
4215X	Performance Based Incentive	540,827.00	176,640.00	364,187.00	32.66%
42210	CO&DS Entitlement	1,100.00	-	1,100.00	0.00%
42610	FCSPF-Lottery	2,422,780.00	506,092.00	1,916,688.00	20.89%
429XX, 439XX	Indirect Costs Recovered	385,750.00	160,095.22	225,654.78	41.50%
441-44400	Cash/Non-Cash Contributions and Gifts	14,000.00	2,500.00	11,500.00	17.86%
46400	Use of College Facilities	50,000.00	28,906.21	21,093.79	57.81%
466XX, 467XX	Other Sales and Services	60,000.00	24,342.38	35,657.62	40.57%
48100	Interest and Dividends	10,000.00	6,909.03	3,090.97	69.09%
487XX, 489XX	Fines and Penalties/Miscellaneous	121,327.00	28,537.82	92,789.18	23.52%
49XXX	Transfers and Other Revenues	500,000.00	5,761.21	494,238.79	1.15%
	Total Revenue	\$ 23,869,756.00	\$ 12,390,974.14	\$ 11,478,781.86	51.91%
51XXX	Management	1,860,392.00	940,897.30	919,494.70	50.58%
52XXX	Instructional	4,850,240.00	2,164,094.23	2,686,145.77	44.62%
53XXX	Other Professional	2,667,404.00	1,293,767.04	1,373,636.96	48.50%
54XXX	Career Staff	2,330,822.00	1,161,885.37	1,168,936.63	49.85%
56XXX	Other Professional-Instructional	1,333,240.00	624,570.59	708,669.41	46.85%
57XXX	Other Professional-Tech/Clerical/Trade	150,222.00	51,987.86	98,234.14	34.61%
58XXX	Student Employment	38,000.00	12,138.95	25,861.05	31.94%
585XX	Employees Awards	212,145.00	215,697.45	(3,552.45)	101.67%
59XXX	Benefits	5,071,874.00	2,059,928.53	3,011,945.47	40.61%
	Total Personnel	\$ 18,514,339.00	\$ 8,524,967.32	\$ 9,989,371.68	46.05%
605XX	Travel	277,025.00	11,348.58	265,676.42	4.10%
61000	Freight and Postage	21,400.00	6,979.11	14,420.89	32.61%
615XX	Telecommunications	62,000.00	21,990.48	40,009.52	35.47%
62000	Printing	44,384.00	2,339.46	42,044.54	5.27%
625XX	Repairs and Maintenance	1,223,515.00	694,203.81	529,311.19	56.74%
63000	Rentals	167,956.00	75,900.47	92,055.53	45.19%
635XX, 637XX	Insurance	545,433.00	429,877.88	115,555.12	78.81%
640XX	Utilities	1,650,235.00	702,686.41	947,548.59	42.58%
645XX	Other Services	779,115.00	275,197.89	503,917.11	35.32%
64700	Grant Aid	4,280.00	1,152.00	3,128.00	26.92%
650XX	Professional Fees	104,995.00	26,575.44	78,419.56	25.31%
655XX	Education Office/Dept Material Supp	629,582.00	317,678.21	311,903.79	50.46%
657XX	Data Software	34,490.00	16,451.31	18,038.69	47.70%
66000	Maint/Construction Material/Supp	402,500.00	109,747.23	292,752.77	27.27%
665XX	Other Materials and Supplies	93,925.00	60,859.69	33,065.31	64.80%
670XX	Subscriptions/Library	58,200.00	17,743.09	40,456.91	30.49%
675XX	Purchases for Resale	41,100.00	12,795.11	28,304.89	31.13%
680XX	Scholarships	45,000.00	18,496.50	26,503.50	41.10%
69XXX	Transfers and Other Expenses	125,000.00	6,677.08	118,322.92	5.34%
	Total Current Expenses	\$ 6,310,135.00	\$ 2,808,699.75	\$ 3,501,435.25	44.51%
706XX	Minor Equipment >1000<5000	45,000.00	4,051.66	40,948.34	9.00%
71000	Furniture and Equipment	30,000.00		30,000.00	
	Total Capital Outlay	\$ 75,000.00	\$ 4,051.66	\$ 70,948.34	5.40%



OFFICE OF THE PRESIDENT

Item 9.2

PRESENT TO BOARD: JANUARY 20, 2021

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: FOUNDATION REPORT

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

The chart presented is a summary listing of all donations and pledges made to the SFSC Foundation since the December 2020 meeting of the College District Board of Trustees. The included dates are November 18, 2020 to December 31, 2020. The total amount reported is **\$183,034.16**.

II. Foundation Update

- A. Annual Comparison
- B. Million Dollar Hole-in-One Golf Shootout

South Florida State College Foundation
Gift Summary Report 11/18/2020 - 12/31/2020

Fund #	Fund Description	# Gifts	Cash	Pledges	Total
1000	Unrestricted	119	\$20,966.40	\$0.00	\$20,966.40
2000	Jacaranda Restoration Fund	7	\$2,920.00	\$0.00	\$2,920.00
3021	Highlands Health Services Grant	1	\$9,715.00	\$0.00	\$9,715.00
5011	SFSC General Scholarship	13	\$681.00	\$0.00	\$681.00
5013	Wm. R. Jarrett Scholarship	1	\$0.00	\$3,000.00	\$3,000.00
5025	General Nursing Scholarship	3	\$4,024.76	\$0.00	\$4,024.76
5031	SFSC Community Fund	4	\$21.00	\$0.00	\$21.00
5032	SFSC Library Donations	4	\$64.00	\$0.00	\$64.00
5045	Athletic Booster Club	21	\$13,317.00	\$0.00	\$13,317.00
5095	Dental Programs	2	\$50.00	\$0.00	\$50.00
5110	Highlands County Bar <u>Assoc S'ship</u>	5	\$2,075.00	\$0.00	\$2,075.00
5146	Agnes <u>Vilkaitis</u> Scott Memorial <u>S'ship</u>	1	\$15,000.00	\$0.00	\$15,000.00
5158	TSIC Scholarships	15	\$680.00	\$0.00	\$680.00
6005	Partnership Project	13	\$105,420.00	\$0.00	\$105,420.00
6012	Randy Allwood	2	\$5,100.00	\$0.00	\$5,100.00
	Grand Totals:	211	\$180,034.16	\$3,000.00	\$183,034.16

211 Gift(s) listed

134 Donor(s) listed