



**SFSC
District Board of Trustees
Regular Meeting
April 21, 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: APRIL 21, 2021

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL

A handwritten signature in blue ink, appearing to read "Tom", is placed next to the name Thomas C. Leitzel.

SUBJECT: ADOPTION OF AGENDA

It is recommended that the agenda of the regular meeting of April 21, 2021 be adopted.

SUGGESTED MOTION:

Move to adopt the agenda of the regular meeting of April 21, 2021 as presented.

**REGULAR MEETING AGENDA
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
HIGHLANDS CAMPUS
APRIL 21, 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 Regular Meeting – March 24, 2021
 - 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 Student Athletes
 - 4.2 Annual Equity Update Report
- 5.0 Consent Agenda Action Items
 - 5.1 Personnel Actions
 - 5.2 Grant Awards
 - 5.2.1 Retired and Senior Volunteer Program (R.S.V.P.) - \$52,034
 - 5.3 Operating Actions
 - 5.3.1 Monthly Accounts Payable & Payroll Check Register
 - 5.3.2 Property Deletion
 - 5.3.3 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 Acceptance of the 2020-2021 Annual Equity Report
- 9.0 Reports
 - 9.1 Financial Report
 - 9.2 Foundation Report
 - 9.3 Grants Development Report
 - 9.4 Board Attorney Report
 - 9.5 President's Report
 - 9.6 Board Member Reports
 - 9.7 Board Chair Report
- 10.0 Adjournment



OFFICE OF THE PRESIDENT

Item 1.2.1

PRESENT TO BOARD: APRIL 21, 2021

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: MINUTES – REGULAR MEETING – MARCH 24, 2021

It is recommended that the minutes of the regular meeting held March 24, 2021 be approved as presented and recorded in the Supplemental Minute Book.

SUGGESTED MOTION:

Move to approve the minutes of the March 24, 2021 regular meeting as presented.

**MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
MARCH 24, 2021**

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

Staff Present:	Mrs. Jamie Bateman	Mrs. Ashley Bennett	Ms. Estrella Bautista
	Mr. Tom Bohan	Mr. Gil Carney	Mr. Erik Christensen
	Mr. Peter Elliott	Dr. Robert Flores	Ms. Cindy Garren
	Mr. Rob Hampton	Dr. James Hawker	Dr. Michele Heston
	Mr. Don Kesterson	Mrs. Melissa Kuehnle	Ms. Deborah Latter
	Mr. Keith Loweke	Ms. Tasha Morales	Ms. Anatasia Saunders
	Mrs. Jill Sconyers	Ms. Sarah Sconyers	Mr. John Snow
	Ms. Yarenys Soto	Mr. Jonathan Stern	Dr. Sidney Valentine
	Dr. Chris van der Kaay	Mrs. June Weyrauch	

Absent: Ms. Melissa Lee Dr. Tim Wise

Others Present: Mr. Terry Atchley Mr. Robert Cox Mrs. Barbara Kirschner
Mr. Marty Wohl

The regular meeting of the District Board of Trustees was called to order at 1:04 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

Mr. Backer made a motion, seconded by Mrs. Cullens, to adopt the agenda of the regular meeting held March 24, 2021 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

Mrs. Rider made a motion, seconded by Mr. Backer, to approve the minutes of the regular meeting held January 20, 2021 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. Dr. Leitzel stated that after review of the DeSoto campus and speaking with the campus director, the facility is not able to host the DBOT meeting in May due to technology issues and not being able to maintain social distancing for attendees. Mr. Backer recommended moving the three DBOT meetings that were scheduled to be at the other campus sites back to the Highlands campus to be fiscally responsible and to maintain safety precautions. He suggested inviting the campus directors to attend the DBOT meetings and give a report on what is going on at their campus. Mr. Bryan stated that he is in favor of this recommendation.

Mr. Backer made a motion, seconded by Mrs. Cullens to move the May, June, and July 2021 DBOT meetings back to the Highlands Campus. 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.**

Mrs. Cullens encouraged all the trustees to support and visit the other campus sites. She reported that the ACCT Leadership Congress will be held in San Diego, October 13-16. She informed the Board that the conference could be a hybrid for those who are not comfortable with traveling. Mrs. Cullens stated she will report more information as it is released.

2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITIONS

2.1 New Employee Introduction

The following new employees were introduced:

Employee	Position	Supervisor	Hired
Estrella Bautista	Custodian	Sarah Sconyers	11/9/20
Yarenys Soto	Staff Assistant II, Health Sciences	Michele Heston	11/2/20

2.2 Employee Retirement Recognition

Employee	Position	Dates of Service
Diane Lewis	Financial Aid Advisor	07/17/00 – 02/28/21

Mrs. Cullens made a motion, seconded by Mr. Backer, to recognize the retirement of Diane Lewis for her 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.**

3.0 PUBLIC COMMENT

None

4.0 PRESENTATION

4.1 Student Housing

Dr. Leitzel stated two potential developers were interested in submitting unsolicited proposals for potential dormitory development pursuant to Florida Statute 255.065. Both potential developers made presentations and answered questions/concerns from the Board.

The Board reviewed and discussed the public benefit new student housing would provide in light of the poor condition of the Jacaranda. Mrs. Pam Karlson, Board Attorney reported on some research that she conducted with Mr. Peter Elliott regarding the use of a long-term ground lease and personal service agreement for these types of projects and indicated Florida Statutes allow for unsolicited proposals for these types of projects. Mr. Bryan requested a timeline of the process and procedure by the April 21 DBOT meeting and suggested that the Board have a possible workshop in April, if necessary. Mr. Wright requested/recommended Dr. Leitzel and Mrs. Karlson move forward with developing structured procedures and draft contracts by the April 21 DBOT meeting.

5.0 CONSENT AGENDA ACTION ITEMS

5.1 Personnel Actions

Approved a list of full-time professional staff; full-time career service staff; resignations; retirements; reappointment, vice presidents, 2021-22; adjunct faculty, 2020-21, academic year as needed as presented.

(EXHIBIT "A")

5.2 Operational Actions

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

Approved the monthly accounts payable/monthly payroll check registers and summary for the months of January and February 2021.

(EXHIBIT "B")

5.2.2 **Property Deletion**

Dr. Leitzel requested the Board consider removing tag #11000 Power Trowl from the property deletion list. He stated that the power trowl can be used at the Crews Center by construction students.

(EXHIBIT "C")

Mr. Backer made a motion, seconded by Mrs. Rider, to approve the retraction of tag #11000 Power Trowl from the property deletion listing 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.**

Mr. Bryan made a motion, seconded by Mrs. Cullens, to approve the Consent Agenda, Items 5.1 through 5.2.2, with the retraction in Item 5.2.2 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 "D")

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.**

7.2 2021-2022 Proposed College Calendar

Dr. Valentine presented the proposed 2021-2022 College Calendar. He informed the Board the proposed calendar has been reviewed by departments directly involved in providing student services, the Faculty Council, and the President's Council. Dr. Valentine stated the calendar has been coordinated to coincide as closely as possible with local school districts and meets the State required dates for beginning terms.

(EXHIBIT "E")

Mrs. Rider made a motion, seconded by Mrs. Puckorius, to approve the 2021-2022 College Calendar 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 District Board of Trustees Annual Self-Evaluation Review: Setting 2021 Board Goals

Dr. Leitzel stated this item was moved to the March meeting to obtain additional input from the full board in setting 2021 board goals. The Board priority summarization from their self-evaluations were distributed for their review. The Board discussed the priority summarization for the coming year. The Board elected to use their goal summary as follows:

SFSC DBOT 2021 Goals/Priorities
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- Support the SACSCOC Reaffirmation Process
- Support the mission and vision of SFSC as it impacts the development and implementation of the QEP
- Review and update Board policies as required
- Seek funding alternatives in support of existing and new CTE programs which benefit the tri-county region
- Display advocacy for the college in formal and informal public interactions with other individuals or groups

Mrs. Cullens made a motion, seconded by Mr. Bryan, to approve the 2021 District Board of Trustees Priorities/Goals for 2021. 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. Elliott reported on the graphs and revenue and expenditure summary compared to budgeted funds within the Operating Budget through February 2021.

(EXHIBIT "F")

9.2 **Foundation Report**

Mrs. Bateman reported that the South Florida State College Foundation, Inc. received donations and pledges in the amount of **\$26,254.89** from January 1 through February 28, 2021. Mrs. Bateman presented per the request of Mr. Bryan the Foundation consolidated balance sheet showing each of the scholarships and funds in the Foundation with a breakdown of the totals between spendable and restricted.

Mrs. Bateman gave a brief update on the Clinical Immersion Center that was submitted as a legislative initiative request. Mrs. Bateman announced the newly elected Foundation Board Officers as follows:

- President – Tres Stephenson
- Vice President – Robin Weeks
- Secretary – Bill Jarrett
- Treasurer – Don Elwell
- Member at Large – Cheryl Brown
- Past President – Patty Manderville

She gave a brief overview of the Legacy Showcase to be held on May 1. Mrs. Bateman stated that the invitations will be sent out soon and sponsorship opportunities are now available. Mrs. Bateman reported that recent discussions with the Foundation Board guided the Foundation to take a closer look into the profit & loss of the Hotel Jacaranda, specifically the hotel and restaurant side. She gave the Board a brief overview of the profit & loss report of the Hotel Jacaranda. Mrs. Bateman reported that the Foundation received an unsolicited call from a broker who indicated interest in the Hotel Jacaranda. The Foundation Board recommended Mrs. Bateman to engage in conversations with the broker. Mrs. Bateman reported that she and Dr. Leitzel will meet with the interested group and give them a tour of the Hotel Jacaranda. She stated with this recent development, the Foundation board has decided to hold off on doing any major repairs to the Hotel Jacaranda until after the meeting with the interested group.

9.3 **President's Report**

Dr. Leitzel reported on the following items:

1. Announced that SFSC Health Science students and faculty have been volunteering at the COVID Vaccine centers. Dr. Leitzel shared that Dr. Heston along with SFSC faculty and students were able to meet Governor DeSantis while he was in Sebring visiting the vaccine center. Dr. Leitzel thanked Dr. Heston for her work along with our faculty and students.
2. SACSCOC Update: Dr. Leitzel informed the Board that the Compliance Certification Report was submitted on February 19. He stated the Off-Site evaluation committee will be reviewing the report virtually. He reminded the Board that On-Site evaluation committee will be here October 4-7. Dr. Leitzel reported on the SFSC area degree attainment rates. Dr. Leitzel gave a brief overview of the Reaffirmation Process and the next step. Dr. Leitzel asked Dr. Valentine to report on the Quality Enhancement Plan (QEP). Dr. Valentine shared the QEP video with the Board. He stated the Panther PATHways is a structured sequence, beginning in K-12, aimed at ensuring that students in the Heartland Region (DeSoto, Hardee, and Highlands Counties) successfully attain an academic credential. Additionally, these graduates will become successful in their chosen career field or continue their academic journey.

Dr. Valentine explained the acronym PATH stands for the following:

- P – Preparing Students for the PATH
- A – Advising Students on the PATH
- T – Teaching for Success along the PATH
- H – Helping Students Successfully Complete the PATH

Dr. Valentine gave an overview of how SFSC is preparing to assist students to successfully complete the PATH with the following:

- Guide to Personal Success (GPS) (focused more on each pathway)
 - First Year Experience to focus on a chosen cohort pathway
- Dual Enrollment
- College For a Day
- Minority Male Initiative
- Counselor Workshops (K-12)
- STEM Camps
- STEM Day
- Identify interests and abilities early
 - Using pre-existing assessment tools
- Assist students in investigating viable career opportunities
 - Prior to beginning on their path
- Advising (end goal: advisors will serve as navigators/success coaches, using a holistic advising approach)
- Teaching (end goal: inescapable student engagement)
- Helping

Dr. Valentine informed the Board that as a part of the QEP, SFSC plans to continue regular graduate surveys, expand the depth of advisory meetings, ask employers to give on campus presentations and business/industry site tours to potential and current students in a given path, require students to participate in mock interviews with employers, as well as through CareerSource Heartland, and require a 3-hour 5G (employability skills) camp. He also stated SFSC will track the following:

- Transfer statistics
- Salary range of graduates in a given field
- Are the students working in the field following graduation

Dr. Leitzel thanked Dr. Valentine for his presentation and his work along with his team on the QEP.

3. Enrollment Update: Dr. Leitzel reported that credit enrollment is up for Spring term at a positive +1%. He stated that adult studies enrollment is improving. Dr. Leitzel also reported that dual enrollment FTE is improving. Dr. Leitzel reported that SFSC is the third highest percentage (52%) of in-person classes this spring in the Florida College System.
4. COVID Financial Impact Update: Dr. Leitzel reported Higher Education experienced a collective loss of \$183 billion in FY20. He gave a brief overview of how institutions are managing funding reductions.
5. CARES Act Funding Update: Dr. Leitzel reported on the three iterations of funding to Higher Education.
6. Highlighted the virtual Minority Male Initiative held on February 26.
7. Undergraduate Research: Dr. Leitzel asked Dr. Hawker to give a brief report to the Board. Dr. Hawker reported on students success stories and stated that nine SFSC student and mentors participated in the virtual Florida Undergraduate Research (FURC) Conference on February 26-27.
8. Highlighted Governor DeSantis Press Releases: Dr. Leitzel reported that on February 16 Governor DeSantis and Education Commissioner Richard Corcoran announced that SFSC received a Florida Pathways to Career Opportunities Grant.

He stated this is a second round of funding for SFSC providing an Advanced Patient Care Technician Apprenticeship Program. Dr. Leitzel gave a brief overview of the opportunities for nursing and Health Sciences programs. Dr. Leitzel shared the press release from the Governor's office on March 22, stating Governor DeSantis announced a proposed \$75 million to invest in two new Get There Faster initiatives.

9. Announced SFSC was awarded the 2020-2021 Military Friendly Schools.
10. Announced that he and Mrs. Cullens attended the ACCT 2021 Virtual National Legislative Summit, February 8-10. He distributed the ACCT "green sheet" of priorities to the Board. Dr. Leitzel gave an overview of the legislative priorities.
11. Tallahassee Update: Dr. Leitzel announced the Governor's budget was released January 27. He distributed the Council of Presidents legislative priorities to the Board. Dr. Letizel asked Mr. Elliott to report on key bills. Mr. Elliott gave a brief overview of the following key bills the FCS is watching:
 - House Bill 1505: Workforce Programs and Services
 - House Bill 1507: Workforce Related Programs and Services
 - House Bill 281: Post Secondary Education Financial Matters – Dual Enrollment
 - Senate Bill 86: Student Financial Aid
12. Upcoming "Save the Dates": AFC Trustees Legislative Conference, April 13-14; April 21 DBOT Meeting with meeting the athletes and coaches; and Spring Commencement, May 11.

9.4 **Board Attorney's Report**

SFSC's DBOT agreed to define a Conflict of Interest Statement consistent with Part III of Chapter 312 of the Florida Statutes that defines a conflict of interest as "a situation in which regard for a private interest tends to lead to disregard of a public duty or interest 112.312(8))." Mrs. Karlson informed the Board that SACSCOC, section 4.2.d recommends the Board defines and addresses potential conflict of interest for its members.

Mrs. Karlson stated that South Florida State College District Board of Trustees has adopted a policy regarding conflict of interest transactions. By signing the ***Conflict of Interest Compliance Certification***, each Board member confirms that they have received a copy of District Board Policy 1.06, entitled Conflict of Interest. Further, each Board member agrees to avoid conflicts defined as situations in which regard for private interest tends to lead to disregard of a public duty or interest. The signatures on the compliance form indicate that each board member will comply with Florida Statutes to avoid any conflict of interest in their duties as a member of the District Board of Trustees of South Florida State College. Pursuant to Florida Statutes a board member must abstain from participating in or voting on any transaction where a conflict or a potential conflict may exist and must disclose the nature of the conflict in writing in accordance with Florida Statutes.

Mrs. Karlson provided the Board with a Conflict of Interest Compliance Certification to be signed by all the Trustees. Mrs. Karlson was able to obtain all the Trustees signatures for the Conflict of Interest Compliance Certification form.

Mrs. Karlson reported on a pending class action lawsuit against Miami Dade College. She gave a brief overview of the the case and how this could effect the FDOE and sovereign immunity. They are asking other institutions to support their appeal as amici curiae. Mrs. Karlson stated that she supports the request. The Board discussed the case. **Mrs. Puckorius made a motion, second by Mrs. Rider to direct President Leitzel to sign the Florida Department of Education Amici Curiae Brief in support of Defendant-Appellant in Case No 2020-17924-CA-01.** 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.**

9.5 Board Members' Reports

Mrs. Puckorius asked for clarification on Senate Bill 0220 pertaining to the Presidential Search. Dr. Leitzel stated that it is designed to protect the search as it is public record right now. This would allow it to be private until the final group of finalists is announced.

Mr. Bryan wished everyone a Happy Easter. He stated that it is good to have a full board again.

Mrs. Rider stated that she likes the QEP that Dr. Valentine presented earlier in the meeting. She is in support of providing guidance and pathways to our students.

Mr. Backer reported that he along with Dr. Leitzel, Dr. Valentine and Mrs. Asena Mott met with Dr. Bobby Bennett, Superintendent of DeSoto County. He shared that Dr. Bennett is very supportive of the partnership with the college.

Mr. Atchley stated that it is an honor and pleasure to be sitting on the DBOT for SFSC. He gave a brief update on where he is in the trustee Senate confirmation process.

Mrs. Cullens stated no report.

Dr. Kirschner had to leave the DBOT meeting due to a schedule conflict.

9.6 Board Chair Report

Mr. Wright reported that he had a chance to review the SACSCOC Complicance Certification report. He thanked Dr. Valentine and his team for all their hard work putting together the report.

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 4:29 p.m.



OFFICE OF THE PRESIDENT

Item 1.3

PRESENT TO BOARD: APRIL 21, 2021

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL

A handwritten signature in blue ink, appearing to read "Tom", is placed next to the name 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

APRIL 2021	MAY 2021	JUNE 2021
21 Board Meeting, 1 PM Highlands Campus	1 Foundation Showcase & REVEAL Dinner 11 Spring Commencement 26 Budget Workshop, 10AM Highlands Campus Board Meeting, 1 PM Highlands Campus	23 Board Meeting, 1 PM Highlands Campus
JULY 2021	AUGUST 2021	SEPTEMBER 2021
14 Board Meeting, 1 PM Highlands Campus	TBD Board Meeting, 1 PM Highlands Campus 16 Convocation	TBD Board Meeting, 1 PM Highlands Campus
OCTOBER 2021	NOVEMBER 2021	DECEMBER 2021
TBD Board Meeting, 1 PM Highlands Campus 13-16 ACCT Leadership Congress, San Diego, CA	TBD Board Meeting, 1 PM Highlands Campus	TBD Board Meeting, 1 PM Highlands Campus 18 – Jan 3 Winter Break
JANUARY 2022	FEBRUARY 2022	MARCH 2022
TBD Board Meeting, 1 PM Highlands Campus	TBD Board Meeting, 1 PM Highlands Campus	TBD Board Meeting, 1 PM Highlands Campus 12 – 20 Spring Break

New Addition
Tentative *

2.0 Communications, Introductions, and Recognitions



OFFICE OF THE PRESIDENT

Item 2.1

PRESENT TO BOARD: APRIL 21, 2021

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: NEW EMPLOYEE INTRODUCTIONS

Employee	Position	Supervisor	Hired
Joseph "Allen" Black	End User Support Analyst II	Chuck Hemler	01/04/21
Cristian Luevano	HSI-STEM Coach (Highlands Virtual)	Tasha Morales	01/04/21
John McLaughlin	Director, Criminal Justice	Erik Christensen	01/11/21

3.0 Public Comment

4.0 Presentations



OFFICE OF THE PRESIDENT

Item 4.1

PRESENT TO BOARD: APRIL 21, 2021

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL

A handwritten signature in blue ink, appearing to read "Tom", is placed next to the name Thomas C. Leitzel.

SUBJECT: PRESENTATION – STUDENT ATHLETES

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



OFFICE OF THE PRESIDENT

Item 4.2

PRESENT TO BOARD: APRIL 21, 2021

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL

A handwritten signature in blue ink, appearing to read "Tom", is placed next to the name Thomas C. Leitzel.

SUBJECT: PRESENTATION – ANNUAL EQUITY UPDATE REPORT

In compliance with the Florida Educational Equity Act (§1000.05, Florida Statutes (F.S.)), the Florida College System institution employment equity accountability program (§1012.86 F.S.), and gender equity in intercollegiate athletics (§1006.71 F.S), South Florida State College maintains a comprehensive equity plan that documents the college's continual efforts to increase diversity among students and employees. The annual process used to prepare SFSC's Annual Equity Update Report entails data collection, analysis and input from several key college faculty, staff, and administrators.

The report articulates several measurable goals and objectives related to promoting diversity and ensuring equal access and opportunity for admission to and employment in educational programs, athletics, and activities; strategies for accomplishing these goals and objectives are provided. The report also furnishes a thorough description of the process for reviewing policies and procedures related to equal opportunity, non-discrimination, and employment accountability as prescribed in the statutes above. Included in these descriptions is the procedure for granting continuing contract status to faculty and evaluating the college president and other senior-level administrative staff.

After District Board of Trustees approval, the Annual Equity update Report is forwarded to the Office of Equity and Civil Rights Compliance, Division of Florida Colleges, Florida Department of Education (FLDOE). It subsequently undergoes a thorough review to ensure compliance. Recommendations for improvement, if required, are provided to the college.

The recommendations from the 2019-2020 report will be presented along with key information from the proposed 2020-2021 Annual Equity Update Report.

5.0 Consent Agenda Action Items



OFFICE OF THE PRESIDENT

Item 5.0

PRESENT TO BOARD: APRIL 21, 2021

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL

A handwritten signature in blue ink, appearing to read "Tom", is placed next to the name 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.

	<i>CONSENT AGENDA ACTION ITEMS</i>	Page
5.1	Personnel Actions	25
5.2	Grant Awards	29
	5.2.1 Retired and Senior Volunteer Program (R.S.V.P.) - \$52,034	
5.3	Operating Actions	30
	5.3.1 Monthly Accounts Payable & Payroll Check Register	
	5.3.2 Property Deletion	



OFFICE OF THE PRESIDENT

Item 5.1

PRESENT TO BOARD: APRIL 21, 2021

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: PERSONNEL ACTIONS

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

I. APPOINTMENTS, FULL-TIME CAREER SERVICES STAFF:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Shepard, Amy*	Accounting Specialist	4/1/2021
Joyner, Katrina	Administrative Assistant III, Applied Sciences and Technologies	4/5/2021

*Transferred from Administrative Assistant II, Controller position

II. RETIREMENTS

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Ferguson, Ella Jane	Staff Assistant II, Testing/Assessment	3/31/2021

III. REAPPOINTMENTS, VICE PRESIDENTS, 2021-22:

Elliott, Peter

IV. REAPPOINTMENTS, FULL-TIME ADMINISTRATIVE STAFF, 2021-22:

Bateman, Jaime	Kesterson Jr., Donald
Christensen, Erik	Kuehnle, Melissa
Crawford, Teresa	Lee, Melissa
Flores, Robert	Mott, Asena
Garren, Cynthia	Paepfow, Randall
Hawker, James	Stern, Johnathan
Heston, Michele	van der Kaay, Christopher

V. REAPPOINTMENTS, FULL-TIME FACULTY, 2021-22:

Continuing Contract

Briand, Joan

Leon, Maday

Respress, Karla

Annual Contract (9, 10, 11, 12 month contract depending upon responsibilities):

Bohan, Amy	Patel, Mintoo
Calvin, Mary Kate	Polk, Candra
Diaz, Axel	Powrie, Mary Ellen
Durrance, Isaac	Sanches, Daniel
Ferrante, Amy	Sassin, Patricia
Fitzgerald, Jason	Serrano, Jennifer
Groves, Jennifer	St. Amant, Shannon
Jones, Sharmin	Taylor, Larry
Lethbridge, Theresa	Zinck, Shannon
Manning, Misa	

VI. REAPPOINTMENTS, FULL-TIME PROFESSIONAL STAFF, 2021-22:

Anderson, Clinton	Juve, Kris
Ashworth, Steve	Kramer, Joann
Austin, Mike	LaDue, Renee
Bello, Adela	Latter, Deborah
Benn, Kathleen	Lee, Garrett*
Bennett, Ashely	Loweke, Keith
Blandin, Katrina	Manalo, Kamille*
Bobo, Christi*	Morales, Tasha*
Bohan, Tom	Negron, Christian
Bruns, David	Ochoa, Danielle
Bryant, Derek	Olano, Ruel
Carney, Gilbert	Olson, Deborah
Carson, Kendall	Ortiz, Minerva*
Castillo, Magdalisse	Pantoja, Jessica
Castro, Fabiana*	Pantoja, Ricardo
Cleghorn, Diana	Penley, Vickie*
Crawford, Kim	Personette, Sureka
Crews, Sari	Pinzon, Carol
Cuencas, Eddie*	Polk, Andy
Davis, Mike*	Puckorius, Mary
Elders, Theresa	Ramnarain, Go
Falla, Carlos	Ricker, April
Figueroa Alvarado, Zory*	Rios, Elisavet
Gilfus, Blair	Robinson-Cooper, Carmen
Gottus, Tina	Rodriguez Martinez, Frankie
Gray, Junior	Roman, Linda*
Green, Courtney	Saunders, Anastasia
Gutierrez, Deborah	Sconyers, Sarah
Hall, Michele	Simmons, Elaine
Hampton, Rob	Southwell, Robin
Hayes, Fred	Stetson, Tina
Hemler, Chuck	von Merveldt, Mary
Hitt, Rick	Wellnitz, Kendra
Huften, Mike	Weyrauch, June

VI. REAPPOINTMENTS, FULL-TIME PROFESSIONAL STAFF, 2021-22:

Hutzelman, Mary	Wheaton, Janet
James, Antonio*	Wilder, Laura
Jefferies, Tara*	Wolcheck, Jessica*
Johnson-Decarie, Lisa	Worrell-Smith, Lorrie
Jones, Sharon	

*Grant Funded Position

VII. REAPPOINTMENTS, FULL-TIME CAREER STAFF, 2021-22:

Barrett, Anne	Meeks, Tabatha
Bautista, Estrella	Meyers, Ralph
Beiner, Cindy	Montemavor, Pepito
Breedlove, Dolores*	Morales, Denise
Caro, Santiago	Mullins, Melisa
Clack, Amy	Muro Del Real, Manuel
Colquitt, Clayton	Noonon, Angie
Cortes Mejia, Heylis	Nott, Kelly
Crawford, Ross	Oechsle, Craig
Dela Cruz, Rodolfo	O'Meara, Daniel
Dixon, Terrell	Osborne, Tracey
Dobson-Hacker, Linda	Pelski, Karen
Donglasan, Herbert	Perez Martinez, Lett
Dorsey, Amanda	Ramos, Greg
Eaton, Cindy	Ramos, Nicolas
Edwards, Greg	Redick, Lauren
Ellis, Sandy	Robey, Christine
Espiritu, Elmer	Rodriguez, Jose
Fairfield Dec, Kelly	Rosam, Randy
Fernandez, Tito	Sarmiento-Noriega, Piedad
Feyerharm-Sconyers, Jill	Schubert, Heather
Frey, John	Senton, Bill
Garcia, Michael	Shanklin, David
Gillis, Arlene	Simpson, Lamar
Goins, Donna	Snow, Donna
Grenke, Jenny	Snow, John
Haralson, Shawn	Snow, Tammy
Harris, Esmeralda	Sorensen, Tia
Hayes, Pamela	Sostre, David
Heston, Libby	Soto, Yarenys
Ishmael, Vivian	Stallings, Vicki
Jackson, Kari	Sweet, Kelly
Jaurigue-Danta, Wynnne	Teope, Hansel
Jessiman, Pam	Tollison, Jennifer
Johnson, Melissa	Torres, Dora
Lewis, Cathy	Ulloa Salas, Jose
Lopez, Lisa	Warner, Erin
Loresco, Ernesto	Way, Richard
Lowery, Becki	Wheaton, Brian

*Grant or Special Funded Position

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

<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Drury, Matthew	Mathematics	II
Wasdin, Kimberley	Business/Marketing	II

SUGGESTED MOTION:

Move to approve the personnel recommendations as presented.



OFFICE OF THE PRESIDENT

Item 5.2.1

PRESENT TO BOARD: APRIL 21, 2021

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL

A handwritten signature in blue ink, appearing to read "Tom", is placed over the name Thomas C. Leitzel.

SUBJECT: GRANT AWARD

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

Source: Corporation for National and Community Service

Amount: \$52,034

Description: Funding has been awarded to continue the R.S.V.P. grant in the 2021-2022 academic year. R.S.V.P. actively engages senior adults throughout Highlands County in meaningful volunteerism to support local non-profit organizations and improve quality of life for local elderly and high-need residents.

SUGGESTED MOTION:

Move to approve the grant awarded as presented.



OFFICE OF THE PRESIDENT

Item 5.3.1

PRESENT TO BOARD: APRIL 21, 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 March 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			2020/2021E 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	246	\$357,092.84	95	\$841,286.48	199	\$57,569.46	540	\$1,255,948.78
February	1543	\$2,055,416.05	88	\$986,137.77	488	\$141,023.04	2119	\$3,182,576.86
March	316	\$349,948.78	114	\$1,032,169.64	482	\$139,056.04	912	\$1,521,174.46
April								
May								
June								
Totals	6086	\$9,367,685.27	831	\$8,447,257.97	4001	\$1,274,506.30	10918	\$19,089,449.54

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	10	\$7,554.85	393	\$823,274.89	403	\$830,829.74
February	7	\$9,458.44	417	\$890,496.26	424	\$899,954.70
March	8	\$6,697.81	426	\$898,683.46	434	\$905,381.27
April						
May						
June						
Totals	76	\$100,605.98	3762	\$8,320,632.15	3838	\$8,421,238.13

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		540	\$1,255,948.78	\$14,385,698.22
February	2,398	\$3,242,411.14	\$16,602,470.62		2,119	\$3,182,576.86	\$17,568,275.08
March	1,194	\$1,986,544.06	\$18,589,014.68		912	\$1,521,174.46	\$19,089,449.54
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			10,918	\$19,089,449.54	

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	\$84,471.65	\$1,812,780.61		374	\$1,046,825.11	\$1,987,412.40
September	440	\$21,904.97	\$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		403	\$830,829.74	\$6,615,902.16
February	485	\$962,842.07	\$7,658,834.46		424	\$899,954.70	\$7,515,856.86
March	508	\$975,231.38	\$8,634,065.84		434	\$905,381.27	\$8,421,238.13
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			3838	\$8,421,238.13	



OFFICE OF THE PRESIDENT

Item 5.3.2

PRESENT TO BOARD: APRIL 21, 2021

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL

A handwritten signature in blue ink, appearing to read "Tom", is placed over the name Thomas C. Leitzel.

SUBJECT: PROPERTY DELETION

Approval is requested to delete the equipment items listed below totaling \$7,515.16 from SFSC property records. These items are beyond repair and/or obsolete and will be held in storage until disposal.

**South Florida State College
Disposal Items
April 2021**

<u>Tag #</u>	<u>Date Purchased</u>	<u>Description</u>	<u>Cost</u>	<u>Condition Code</u>
7057	2/22/1990	Loadstar III 30lb gas dryer	\$1,635.00	Poor
12571	2/19/2000	ServSwitch Ultra 8-port	\$2,071.57	Poor
15690	7/23/2008	Sun Ultra 25	\$3,808.59	Poor

Total: \$7,515.16

SUGGESTED MOTION:

Move to approve the deletion of College property from inventory records presented.



OFFICE OF THE PRESIDENT

Item 5.3.3

PRESENT TO BOARD: APRIL 21, 2021

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL

A handwritten signature in blue ink, appearing to read "Tom", is placed over the name Thomas C. Leitzel.

SUBJECT: BAD DEBT LISTING

Bad debts totaling \$19,522.30 are requested to be written off as the debts appear to be uncollectible. The \$18,769.70 represent 0.37% of the associated \$5,040,864.85 of student revenue collected in 2018-2019. 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	\$10,452.58
Title IV Pell - Returns - Bookstore Charges	\$ 4,032.91
Library Fees	\$ 1,626.31
CWE Fees	\$ 443.33
Third Party	\$ 1,605.90
Miscellaneous	\$ 608.67
Total	\$18,769.70
Non-Student Receivables	\$ 752.60
	\$19,522.30

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

Year Written Off	Bad Debt Totals	Associated Student Revenue	%
2019/2020	\$ 9,151.23	\$4,926,609.55	0.19%
2018/2019	\$19,594.74	\$4,842,031.35	0.40%
2017/2018	\$27,444.04	\$4,599,825.90	0.60%

SUGGESTED MOTION:

Move to approve the write off of uncollectible debt in the amount of \$19,522.30 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: APRIL 21, 2021

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: CURRICULUM PROPOSALS

Consideration of the following curriculum proposal is requested:

I. COURSE ADDITION

Request approval to offer a new elective humanities course. Course will give students an opportunity to learn valuable skills in literary criticism and increase course offerings for the English major; effective Fall 2021 (202210).

- **ENC 2XXX Literary Theory and Practice** (3 credit hours)

SUGGESTED MOTION:

Move to approve the curriculum proposal as presented.

8.0 Purchasing and Other Action Items



OFFICE OF THE PRESIDENT

Item 8.1

PRESENT TO BOARD: APRIL 21, 2021

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: ACCEPTANCE OF THE 2020-2021 ANNUAL EQUITY REPORT

It is recommended that the 2020-2021 Annual Equity Update Report be approved for submittal as presented.

SUGGESTED MOTION:

Move to accept SFSC's 2020-2021 Annual Equity Report and to authorize its submission to the Florida Department of Education.

9.0 Reports



OFFICE OF THE PRESIDENT

Item 9.1

PRESENT TO BOARD: APRIL 21, 2021

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

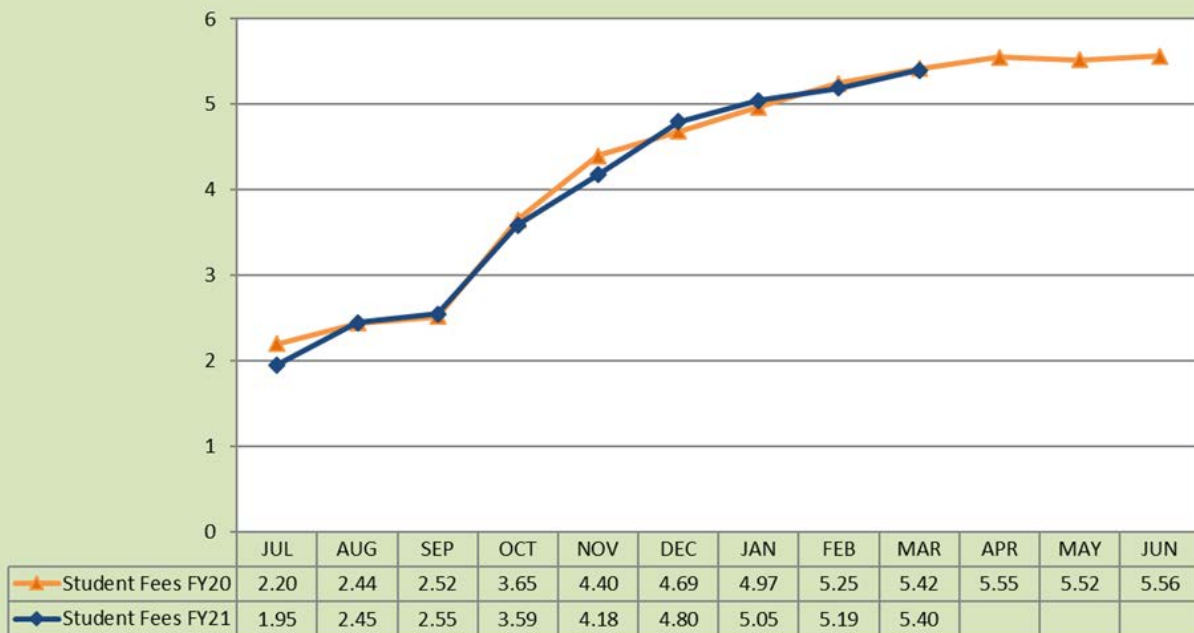
FROM: THOMAS C. LEITZEL

A handwritten signature in blue ink, appearing to read "Tom", is placed over the name Thomas C. Leitzel.

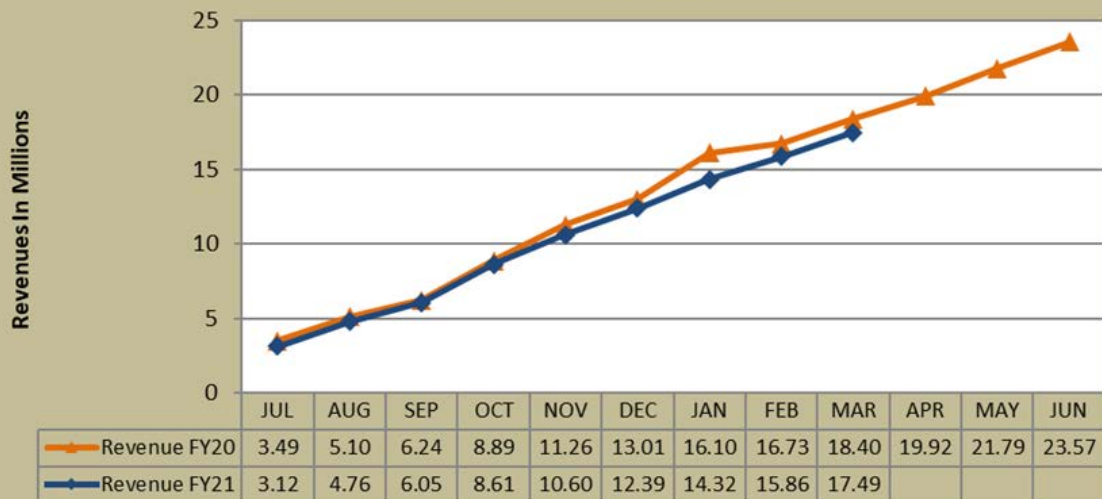
SUBJECT: FINANCIAL REPORT SUMMARY & GRAPHS – **INFORMATION ITEM**

Enclosed for your review are the graphs and revenue and expenditure summary compared to budgeted funds within the Operating Budget through March 2021.

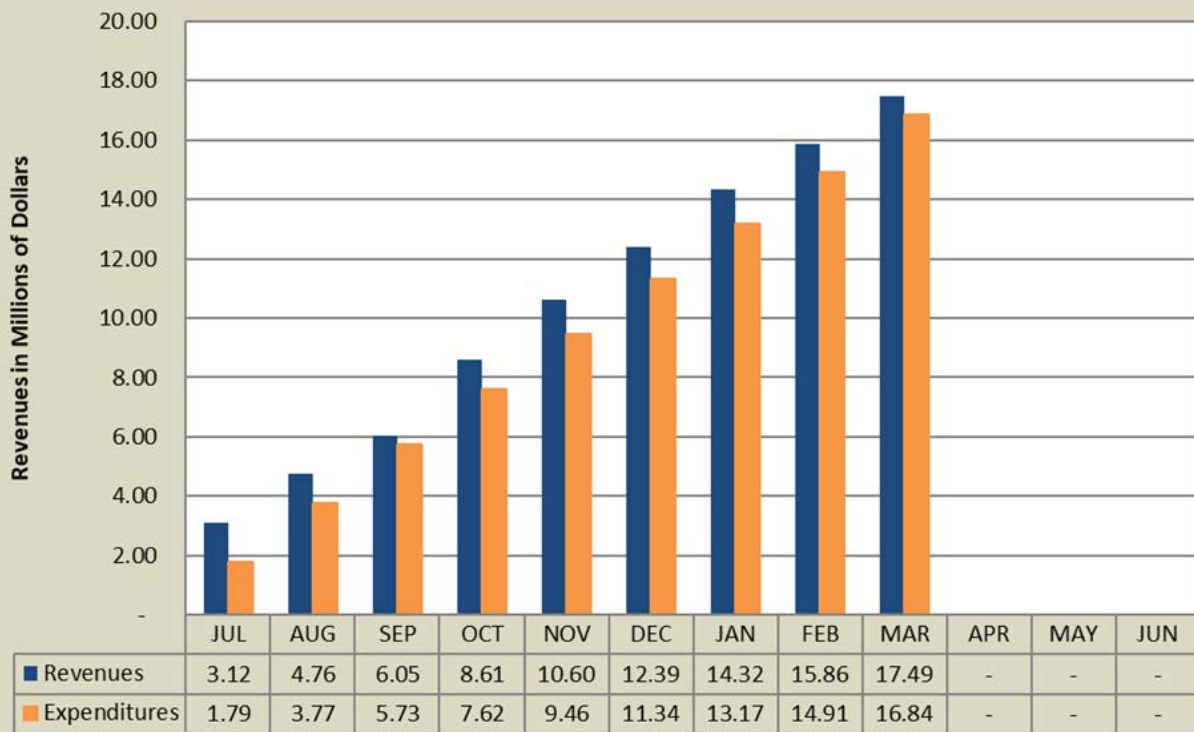
**South Florida State College
Fund 1 Student Fee Revenue, FY 20 vs FY 21**



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 March 31, 2021					
Code	Account Title	Budget Amount	Amount	Difference	Percentage Collected/Spent to Date
401-403XX	Tuition and Out of State Fees	4,082,914.00	4,560,425.08	(477,511.08)	111.70%
404XX	Lab Fees	568,650.00	552,966.01	15,683.99	97.24%
408XX	Technology Fees	178,367.00	171,249.93	7,117.07	96.01%
405-407XX, 409XX	Other Student Fees	109,767.00	114,822.40	(5,055.40)	104.61%
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	9,900,088.00	4,138,096.00	70.52%
4215X	Performance Based Incentive	540,827.00	265,960.00	274,867.00	49.18%
42210	CO&DS Entitlement	1,100.00	-	1,100.00	0.00%
42610	FCSPF-Lottery	2,422,780.00	1,518,276.00	904,504.00	62.67%
429XX, 439XX	Indirect Costs Recovered	385,750.00	211,323.64	174,426.36	54.78%
441-44400	Cash/Non-Cash Contributions and Gifts	14,000.00	2,554.00	11,446.00	18.24%
46400	Use of College Facilities	50,000.00	40,114.50	9,885.50	80.23%
466XX, 467XX	Other Sales and Services	60,000.00	50,178.47	9,821.53	83.63%
48100	Interest and Dividends	10,000.00	10,548.33	(548.33)	105.48%
487XX, 489XX	Fines and Penalties/Miscellaneous	121,327.00	32,408.76	88,918.24	26.71%
49XXX	Transfers and Other Revenues	500,000.00	5,765.72	494,234.28	1.15%
	Total Revenue	\$ 23,869,756.00	\$ 17,486,680.85	\$ 6,383,075.15	73.26%
51XXX	Management	1,860,392.00	1,400,478.66	459,913.34	75.28%
52XXX	Instructional	4,850,240.00	3,274,601.71	1,575,638.29	67.51%
53XXX	Other Professional	2,667,404.00	1,940,657.45	726,746.55	72.75%
54XXX	Career Staff	2,330,822.00	1,671,594.03	659,227.97	71.72%
56XXX	Other Professional-Instructional	1,333,240.00	863,292.53	469,947.47	64.75%
57XXX	Other Professional-Tech/Clerical/Trade	150,222.00	83,353.00	66,869.00	55.49%
58XXX	Student Employment	38,000.00	13,777.70	24,222.30	36.26%
585XX	Employees Awards	212,145.00	215,697.45	(3,552.45)	101.67%
59XXX	Benefits	5,071,874.00	3,117,300.29	1,954,573.71	61.46%
	Total Personnel	\$ 18,514,339.00	\$ 12,580,752.82	\$ 5,933,586.18	67.95%
605XX	Travel	277,025.00	41,002.31	236,022.69	14.80%
61000	Freight and Postage	21,400.00	8,984.53	12,415.47	41.98%
615XX	Telecommunications	62,000.00	47,541.56	14,458.44	76.68%
62000	Printing	44,384.00	6,770.07	37,613.93	15.25%
625XX	Repairs and Maintenance	1,223,515.00	898,095.34	325,419.66	73.40%
63000	Rentals	167,956.00	128,368.35	39,587.65	76.43%
635XX, 637XX	Insurance	545,433.00	610,843.65	(65,410.65)	111.99%
640XX	Utilities	1,650,235.00	1,039,902.99	610,332.01	63.02%
645XX	Other Services	779,115.00	467,379.52	311,735.48	59.99%
64700	Grant Aid	4,280.00	1,954.00	2,326.00	45.65%
650XX	Professional Fees	104,995.00	39,505.04	65,489.96	37.63%
655XX	Education Office/Dept Material Supp	629,582.00	536,058.46	93,523.54	85.15%
657XX	Data Software	34,490.00	17,090.97	17,399.03	49.55%
66000	Maint/Construction Material/Supp	402,500.00	188,463.08	214,036.92	46.82%
665XX	Other Materials and Supplies	93,925.00	90,566.61	3,358.39	96.42%
670XX	Subscriptions/Library	58,200.00	52,191.55	6,008.45	89.68%
675XX	Purchases for Resale	41,100.00	27,105.46	13,994.54	65.95%
680XX	Scholarships	45,000.00	45,362.81	(362.81)	100.81%
69XXX	Transfers and Other Expenses	125,000.00	6,677.08	118,322.92	5.34%
	Total Current Expenses	\$ 6,310,135.00	\$ 4,253,863.38	\$ 2,056,271.62	67.41%
706XX	Minor Equipment >1000<5000	45,000.00	6,773.35	38,226.65	15.05%
71000	Furniture and Equipment	30,000.00		30,000.00	
	Total Capital Outlay	\$ 75,000.00	\$ 6,773.35	\$ 68,226.65	9.03%



OFFICE OF THE PRESIDENT

Item 9.2

PRESENT TO BOARD: APRIL 21, 2021

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL

A handwritten signature in blue ink, appearing to read "Tom", is placed next to the name Thomas C. Leitzel.

SUBJECT: FOUNDATION REPORT

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

The chart presented is a summary listing of all donations and pledges made to the SFSC Foundation since the March 2021 meeting of the College District Board of Trustees. The included dates are March 1, 2021 through March 31, 2021. The total amount reported is **\$112,483.23**.

II. Foundation Update

- A. AwardSpring Scholarship Program
- B. Hotel Jacaranda

South Florida State College Foundation
Gift Summary Report 3/1/2021 - 3/31/2021

Fund #	Fund Description	# Gifts	Cash	Pledges	GIK	Total
1000	Unrestricted	26	\$2,227.00	\$0.00	\$0.00	\$2,227.00
5011	SFSC General Scholarship	14	\$692.23	\$0.00	\$0.00	\$692.23
5025	General Nursing Scholarship	2	\$1.00	\$0.00	\$0.00	\$1.00
5031	SFSC Community Fund	4	\$21.00	\$0.00	\$0.00	\$21.00
5032	SFSC Library Donations	4	\$64.00	\$0.00	\$0.00	\$64.00
5045	Athletic Booster Club	6	\$61.00	\$0.00	\$0.00	\$61.00
5058	Take Stock In Children - Ops	1	\$850.00	\$0.00	\$0.00	\$850.00
5095	Dental Programs	2	\$50.00	\$0.00	\$0.00	\$50.00
5110	Highlands County Bar Assoc S'ship	3	\$125.00	\$0.00	\$0.00	\$125.00
5158	TSIC Scholarships	14	\$180.00	\$0.00	\$0.00	\$180.00
6005	Partnership Project	13	\$108,212.00	\$0.00	\$0.00	\$108,212.00
	Grand Totals:	89	\$112,483.23	\$0.00	\$0.00	\$112,483.23

89 Gift(s) listed

42 Donor(s) listed



OFFICE OF THE PRESIDENT

Item 9.3

PRESENT TO BOARD: APRIL 21, 2021

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANTS DEVELOPMENT

Submitted

Title: Healthy Smiles for Highlands County

Source: Highlands County Hospital District

Amount: \$11,500

Description: Funding has been requested to provide preventive dental services to high-need populations throughout Highlands County, including children, indigent adults, residents with special needs.

Title: CTE CoLab Community of Practice Grant

Source: Educational Credit Management Corporation

Amount: \$30,000

Description: Funding has been requested to promote racial and ethnic equity in online postsecondary CTA programs.