



**SFSC
District Board of Trustees
Regular Meeting
June 25, 2014**

**Hardee Campus
6:00 p.m.**

**Tim Backer
Derren Bryan
Tami Cullens
Louis Kirschner
Ken Lambert, Vice Chair
Lana C. Puckorius
Kris Y. Rider
Joe Wright, Chair
Thomas C. Leitzel, President/Secretary**

1.0 *Call to Order and Preliminary Matters*




OFFICE OF THE PRESIDENT

Item 1.1

PRESENT TO BOARD: JUNE 25, 2014

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 June 25, 2014 be adopted.

SUGGESTED MOTION:
Move to adopt the agenda of the regular meeting of June 25, 2014 as presented.

AGENDA
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
HARDEE CAMPUS
JUNE 25, 2014
6:00 P.M.

- 1.0 Call to Order and Preliminary Matters
 - 1.1 Adoption of Agenda
 - 1.2 Approval of Minutes
 - 1.2.1 Budget Workshop – May 28, 2014
 - 1.2.2 Regular Meeting – May 28, 2014
 - 1.3 Draft of 2014-15 Meeting Schedule and Review of Agenda Master Calendar
- 2.0 Communications, Introductions, and Recognition
 - 2.1 Employee Retirement Recognition
- 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 2014-2015 Dual Enrollment Agreements
 - 5.2.2 Training Agreement – CareerSource Heartland
 - 5.2.3 Training Agreement – CareerSource Polk
 - 5.2.4 Lease Agreement – Tri-County Human Services, Inc.
 - 5.3 Grant Applications
 - 5.3.1 Mosquito Control Research - \$25,000
 - 5.4 Operating Actions
 - 5.4.1 Monthly Accounts Payable & Payroll Payment Summary
 - 5.4.2 Addition to Customer Billing List
 - 5.4.3 Donation
 - 5.4.4 Uncollectible Debt
- 6.0 Planning and Policy Issues
- 7.0 Academic and Student Matters
 - 7.1 Curriculum Proposals
 - 7.2 Fee Proposals
- 8.0 Purchasing and Other Action Items
 - 8.1 Capital Improvement Program (CIP)
- 9.0 Reports
 - 9.1 Facilities Report
 - 9.2 Resource Development Report
 - 9.3 Financial 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: JUNE 25, 2014

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: MINUTES – BUDGET WORKSHOP – MAY 28, 2014

It is recommended that the minutes of the Budget workshop held May 28, 2014 as presented and recorded in the Supplemental Minute Book, be approved.

SUGGESTED MOTION:
Move to approve the minutes of the May 28, 2014 Budget workshop as presented.

**BUDGET WORKSHOP MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
MAY 28, 2014**

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

Members Excused: Mr. Derren Bryan

Staff Present:

Mr. Don Appelquist	Mr. Kevin Brown
Mrs. Tammy Bush	Mrs. Susie Hale
Mrs. Anita Kovacs	Mr. Glenn Little
Dr. Lindsay Lynch	Dr. Mike McLeod
Dr. Leana Revell	Mrs. Becky Sroda
Dr. Chris van der Kaay	Mrs. June Weyrauch
Ms. Summer Miller	Ms. Jane Hancock
Ms. Cindy Garren	Mr. Michael Austin
Mrs. Davida Austin	Ms. Fabiana Castro
Ms. Tara Jefferies	Ms. Deborah Olsen

Others in attendance:

CALL TO ORDER

The budget workshop of the District Board of Trustees was called to order at 4:10 p.m. on the Highlands Campus by Board Chair, Mr. Joe Wright.

1. NEW EMPLOYEE INTRODUCTIONS

Employee	Position	Supervisor	Hired
Michael Austin	Coordinator, Criminal Justice Program	Kevin Brown	05/02/14
Fabiana Castro	Case Manager, Farmworker Jobs and Education Program	Tara Jefferies	04/01/14
Cynthia Garren	Director, Cultural Programs	Thomas Leitzel	04/28/14
Deborah Olson	Coordinator, Purchasing	Anita Kovacs	04/23/14

2. 2014-2015 BUDGET PROPOSAL

- a. Dr. Leitzel began the workshop with a summary of the 2014-2015 Budget Proposal.
- b. Vice President Little reviewed the Budget Priorities.

MAY 28, 2014

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- c. Dr. van der Kaay explained the college's report of FTE by Classification and Reporting Year; along with FTE Projections: Total FTE (Fundable and Unfundable) 2007-2015; and Projected FTE by Classification: 2015.
- d. Mrs. Kovacs discussed Student Fee Rates 2014-2015 and the Proposed Revenue Budget.
- e. Vice President Little presented the Personnel Budget for Fiscal Year 2014-2015. He also provided a copy of the proposed SFSC Salary Schedule 2014-15 for the Trustees review.
- f. Mrs. Kovacs reviewed the Current Expenditures and Capital Outlay Budget for Fiscal Year 2014-2015. She reported a projected fund balance for 6/30/14 of \$2,159,114 with a projected fund balance percentage of 9.00%. Mrs. Kovacs also reported a proposed projected fund balance for 6/30/15 of \$1,707,395 with a projected fund balance percentage of 7.00%.
- g. Vice President discussed the Unexpended Plan Fund Capital Outlay Budget for Fiscal Year 7/1/14-6/30/15.

3. COMMENTS

Dr. Leitzel commended Vice President Little and Mrs. Kovacs for their work on this year's Budget presentation.

There being no further discussion, the Budget Workshop adjourned at 6:16 p.m.




OFFICE OF THE PRESIDENT

Item 1.2.2

PRESENT TO BOARD: JUNE 25, 2014

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: MINUTES – REGULAR MEETING – MAY 28, 2014

It is recommended that the minutes of the regular meeting held May 28, 2014 as presented and recorded in the Supplemental Minute Book, be approved.

SUGGESTED MOTION:
Move to approve the minutes of the May 28, 2014 regular meeting as presented.

**MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
MAY 28, 2014**

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

Members Excused: Mr. Derren Bryan

Staff Present:

Ms. Annie Alexander-Harvey	Mr. Doug Andrews	Mr. Don Appelquist
Mr. Kevin Brown	Mrs. Tammy Bush	Mrs. Susie Hale
Mrs. Anita Kovacs	Mr. Glenn Little	Mrs. Lindsay Lynch
Dr. Mike McLeod	Dr. Leana Revell	Mrs. Becky Sroda
Dr. Chris van der Kaay	Mrs. June Weyrauch	Ms. Deborah Olsen
Ms. Jane Hancock	Dr. Deborah Fuschetti	Mrs. Beth Andrews
Dr. Robert Flores	Dr. Kim Dos Santos	Ms. Cindy Garren

Others Present: Mr. Terry Atchley, SFSC Foundation Secretary

CALL TO ORDER

At 6:49 p.m., the regular meeting of the District Board of Trustees was called to order at the Highlands Campus by Board Chair, Mr. Joe Wright.

1.0 PRELIMINARY MATTERS

1.1 Adoption of Agenda

Mr. Backer made a motion, seconded by Mrs. Puckorius, to adopt the agenda of the regular meeting held May 28, 2014 as recommended. 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 Workshop Minutes

Mrs. Rider made a motion, seconded by Mrs. Cullens, to approve the minutes of the workshop held April 23, 2014. 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.**

1.2.2 Regular Meeting Minutes

Mrs. Cullens made a motion, seconded by Mr. Lambert, to approve the minutes of the regular meeting held April 23, 2014. 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.**

1.3 Review of Agenda Master Calendar

The agenda master calendar was reviewed with no changes. Dr. Leitzel stated that a draft agenda master calendar for August 2014 through July 2015 will be reviewed in the June 25 meeting. The proposed master calendar agenda will be brought for formal consideration to the July 23 meeting.

2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITION

2.1 New Employee Introductions

The following new employees were introduced during the Budget workshop held prior to the meeting.

Employee	Position	Supervisor	Hired
Michael Austin	Coordinator, Criminal Justice Program	Kevin Brown	05/02/14
Fabiana Castro	Case Manager, Farmworker Jobs and Education Program	Tara Jefferies	04/01/14
Cynthia Garren	Director, Cultural Programs	Thomas Leitzel	04/28/14
Deborah Olson	Coordinator, Purchasing	Anita Kovacs	04/23/14

2.2 Employee Retirement Recognition

Mrs. Rider made a motion, seconded by Mrs. Puckorius, to recognize the retirement of Douglas Andrews, effective May 30, 2014. Mr. Andrews was presented with a certificate of Dean Emeritus for his 32 years of service. 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 "A")**

2.0 PUBLIC COMMENT

None

4.0 PRESENTATION

None

5.0 CONSENT AGENDA ACTION ITEMS

5.1 Personnel Actions

Approved a list of appointments, administrative staff; full-time career service staff; resignations/terminations; and adjunct faculty 2013-14, academic year as needed. **(EXHIBIT "B")**

5.2 Agreement and Contracts

5.2.1 Approved the renewal of lease agreements with the SFSC Foundation, Inc. for the use of the Hotel Jacaranda for classroom space and lab space and the SFSC Teacherage for classroom space. **(EXHIBIT "C")**

5.2.2 Approved contracting for continued legal services with Karlson Law Group, P.A. and Allen, Norton, & Blue, P.A. for the 2014-2015 fiscal year under the terms and rates as presented. **(EXHIBIT "D")**

5.3 Grant Applications

5.3.1 Terry Barber

FL Division of Cultural Affairs, State Touring Program \$1,266.00

5.4 Operational Actions

5.4.1 Monthly Accounts Payable/Payroll Check Register

Approved the monthly accounts payable/monthly payroll check register and summary through April 2014. **(EXHIBIT "E")**

5.4.2 Customer Billing List

Approved the addition of DeSoto Health and Rehab to the college's customer billing list. **(EXHIBIT "F")**

Mr. Backer made a motion, seconded by Mrs. Cullens, to approve the Consent Agenda, Items 5.1 through 5.4.2 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.**

6.0 PLANNING AND POLICY ISSUES

None

7.0 ACADEMIC AND STUDENT MATTERS

7.1 Curriculum Proposals

Dr. Revell introduced curriculum proposals. **(EXHIBIT "G")**

Mrs. Puckorius 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

8.1 SFSC 2014-2015 Budget Proposal

Dr. Leitzel presented a request to accept the Operating Budget for 2014-2015, including the student fee rates and salary schedule, as well as the 2014-2015 Capital Outlay Budget as presented. The Operating Budget includes a one-time, non-recurring salary adjustment for all eligible full-time employees as follows: \$400 for career service, professional and administrative staff, and \$500 for faculty. **(EXHIBIT "H")**

Mr. Wright, Board Chair, asked that the Trustees review the President's employment package at an appropriate time.

Mr. Lambert made a motion, seconded by Mrs. Puckorius, to accept the Operating Budget for 2014-2015, including the student fee rates and salary schedule, as well as the 2014-2015 Capital Outlay Budget as presented at the Budget Workshop. The Operating Budget includes a one-time, non-recurring salary adjustment for all eligible full-time employees as follows: \$400 for career service, professional and administrative staff, and \$500 for faculty. 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.**

8.2 Annual Facilities Inspection Summary Report

Vice President Little presented a request to accept the SFSC Fire Safety, Sanitation, and Casualty Inspection Report for the 2013-2014 year as presented. He also commended Dr. Flores, his staff, and Mr. Keith Loweke for their efforts with the inspection. *(EXHIBIT "I")*

Mrs. Rider made a motion, seconded by Mrs. Puckorius, to accept SFSC Fire Safety, Sanitation, and Casualty Inspection Report for the 2013-2014 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.**

8.3 Recertification of Direct Support Organization

Mr. Appelquist, along with Mr. Terry Atchley, Secretary of the SFSC Foundation, Inc. Board of Directors, presented a request to accept the 2013 Independent Audit and IRS Form 990 and approval to reauthorize the SFSC Foundation, Inc. to work on behalf of the college as a direct support organization for the 2014-20145 fiscal year. *(EXHIBIT "J")*

Mrs. Cullens made a motion, seconded by Mrs. Rider, to accept the 2013 Independent Audit and IRS Form 990 and the reauthorization of the SFSC Foundation, Inc. to work on behalf of the college as a direct support organization for the 2014-2015 fiscal 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.**

8.4 Proposal (RFP) 13-07 College Bookstore Services

Mrs. Kovacs presented a request to award RFP 13-07 College Bookstore Services to Follett. *(EXHIBIT "K")*

Mrs. Puckorius made a motion, seconded by Mrs. Cullens, to award RFP 13-07 College Bookstore Services to Follett 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.**

8.5 Award of Bid for Fire Fighting/Fire Science Technology Renovation

Vice President Little presented a request to award the bid of \$1,514,692 to L. Cobb Construction, Inc. for ITB 14-05 as presented. *(EXHIBIT "L")*

Mr. Backer made a motion, seconded by Mrs. Puckorius, to award the bid of \$1,514,692 to L. Cobb Construction, Inc. for ITB 14-05 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.**

9.0 REPORTS

9.1 Facilities

No report was presented.

9.2 Resource Development

I. Grant Funded

R.S.V.P. (Retired and Senior Volunteer Program)	
Corporation for National and Community Service	\$44,534.00

II. Grant Denied

Project to Improve Black Male Enrollment at SFSC	
Knight Foundation	\$75,000.00

III. Donations and Pledges

The South Florida State College Foundation, Inc. received donations and pledges in the amount of **\$241,741.03** from March 4, 2014 through May 12, 2014.

9.3 Financial Report

Financial graphs and a summary of revenue and expenditures through the month of March 2014 were presented as information items. **(EXHIBIT "M")**

9.4 President's Report

1. Dr. Leitzel shared reflection photos from the May 2014 Commencement. He thanked Dr. Flores and Ms. Alexander-Harvey for their work with commencement and thanked Mr. Brown for the reception he held for the first Baccalaureate graduating class. Dr. Leitzel also thanked Dr. Fuschetti for preparing the honorary AA degree presented to the family of SFSC student/athlete, Lauren Phillips, who was killed in an automobile accident in April.
2. Dr. Leitzel reported on the progress of the USDA Farm Bill and stated that Dr. Lynch, Mr. Brown, and he had recently attended an AUVSI conference in Orlando the middle of May. They also attended a partner meeting with GTRI and Boeing. Dr. Leitzel then asked Dr. Lynch to report on a USDA Project meeting she attended in Washington, DC last week. She also distributed and reviewed meeting material with the Trustees.
3. Dr. Leitzel shared information about the Fall Enrollment Campaign from World Design Marketing (WDM). The initiative is scheduled to begin June 15, 2014.

9.5 Board Attorney's Report

Mrs. Karlson stated no report.

9.6 Board Members' Reports

Mrs. Cullens stated no report.

Mr. Lambert stated no report.

Mrs. Rider stated no report.

Mrs. Puckorius stated no report.

Mr. Backer thanked administration for their work on the budget.

Dr. Kirschner stated no report.

9.7 Board Chair Report

Mr. Wright thanked Dr. Lynch for her update on the Citrus Greening Research Project and preparing the material he took with him to a meeting in Washington, DC last week.

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 8:29 p.m.



OFFICE OF THE PRESIDENT

Item 1.3

PRESENT TO BOARD: JUNE 25, 2014

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: DRAFT OF 2014-2015 MEETING SCHEDULE AND REVIEW OF AGENDA MASTER
CALENDAR

Meeting Schedule:

The draft schedule of meetings for the 2014-2015 academic year is located on the following page for your review. This schedule of meetings will be brought back to the July 23 DBOT meeting with any recommended changes, for your consideration.

Agenda Master Calendar:

The Annual Board of Trustees Calendar identifies the activities, meetings, and issues directly affecting the Board throughout the year. Please review the calendar on page 16 and identify any additional items that should be listed, or any changes that might be necessary.

NOTICE OF MEETING DATES (PROPOSED)
SOUTH FLORIDA STATE COLLEGE DISTRICT BOARD OF TRUSTEES

The regular monthly meetings, planning workshop, and budget workshop of the South Florida State College District Board of Trustees will be held, with the general public invited, as listed below:

Wednesday, August 27, 2014	Board Meeting – 6:00 p.m.	DeSoto Campus, 2251 NE Turner Ave., Arcadia, FL
Wednesday, October 1, 2014	Board Meeting – 6:00 p.m.	Highlands Campus, 600 W. College Dr., Avon Park, FL
Wednesday, November 5, 2014	Board Meeting – 6:00 p.m.	Highlands Campus, 600 W. College Dr., Avon Park, FL
Wednesday, December 10, 2014	Planning Workshop – 4:00 p.m.	Highlands Campus, 600 W. College Dr., Avon Park, FL
Wednesday, December 10, 2014	Board Meeting – 6:00 p.m.	Highlands Campus, 600 W. College Dr., Avon Park, FL
Wednesday, January 28, 2015	Board Meeting – 6:00 p.m.	Highlands Campus, 600 W. College Dr., Avon Park, FL
Wednesday, February 25, 2015	Board Meeting – 6:00 p.m.	Lake Placid Center, 500 Interlake Blvd., Lake Placid, FL
Wednesday, March 25, 2015	Board Meeting – 6:00 p.m.	Highlands Campus, 600 W. College Dr., Avon Park, FL
Wednesday, April 22, 2015	Board Meeting – 6:00 p.m.	Highlands Campus, 600 W. College Dr., Avon Park, FL
Wednesday, May 27, 2015	Budget Workshop – 4:00 p.m.	Highlands Campus, 600 W. College Dr., Avon Park, FL
Wednesday, May 27, 2015	Board Meeting – 6:00 p.m.	Highlands Campus, 600 W. College Dr., Avon Park, FL
Wednesday, June 24, 2015	Board Meeting – 6:00 p.m.	Hardee Campus, 2968 US Hwy 17 N, Bowling Green, FL
Wednesday, July 22, 2015	Board Meeting – 6:00 p.m.	Highlands Campus, 600 W. College Dr., Avon Park, FL

General Subject Matter to Be Considered: Items of interest to the District Board of Trustees, including but not limited to, personnel matters, policy matters, business affairs, academic and student affairs, curriculum, grants, agreements, purchasing/construction, fee changes, monthly financial report, and other routine business. A copy of the Agenda may be obtained by contacting the President's office at (863) 784-7110.

IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE DISTRICT BOARD OF TRUSTEES WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING, THAT PERSON WILL NEED A RECORD OF THE PROCEEDINGS, AND MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

District Board of Trustees Agenda Master Calendar (PROPOSED)

JULY 2014	AUGUST 2014	SEPTEMBER 2014
23 Board Meeting, 6 PM Highlands Campus	27 *Board Meeting, 6 PM DeSoto Campus	25-26 AFC Trustees Annual Meeting, Jacksonville, FL
OCTOBER 2014	NOVEMBER 2014	DECEMBER 2014
1 *Board Meeting, 6 PM Highlands Campus 22-25 ACCT Leadership Congress, Chicago, IL 29-31 Annual AFC Convention Destin, FL	5 *Board Meeting, 6 PM Highlands Campus	1 Jacaranda Jubilee, SFSC Foundation, 6:30 PM 11 SFSC Foundation Christmas Luncheon, 12PM Jacaranda Hotel 10 *Planning Workshop, 4 PM Followed by Board Meeting, 6 PM, Highlands Campus 18 SFSC Commencement
JANUARY 2015	FEBRUARY 2015	MARCH 2015
28 *Board Meeting, 6 PM Highlands Campus	2-3 Trustees Legislative Conference 9-12 ACCT Nat'l Legislative Summit Washington, DC 25 *Board Meeting, 6 PM Lake Placid Center	25 *Board Meeting, 6 PM Highlands Campus
APRIL 2015	MAY 2015	JUNE 2015
22 *Board Meeting, 6 PM Highlands Campus (Student Activities Presentation)	7 SFSC Commencement 27 *Budget Workshop, 4 PM Followed by Board Meeting, 6 PM Highlands Campus	24 *Board Meeting, 6PM Hardee Campus
JULY 2015		
22 *Board Meeting, 6PM Highlands Campus		

*Tentative

2.0 Communications, Introductions, and Recognitions



OFFICE OF THE PRESIDENT

Item 2.1

PRESENT TO BOARD: JUNE 25, 2014

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: EMPLOYEE RETIREMENT RECOGNITION

It is recommended that the retirement of Ms. Annie L. Alexander-Harvey, Dean of Student Services, be recognized for her 17 years of service to South Florida State College.

SUGGESTED MOTION:

Move to recognize the retirement of Ms. Annie L. Alexander-Harvey for her 17 years of service to South Florida State College.

South Florida State College

*The District Board of Trustees of
South Florida State College
upon the recommendation of the President has conferred upon*

Annie L. Alexander-Harvey

the Title of

Dean Emerita

*with all the rights, honors, and privileges thereunto appertaining.
Witness the Seal of South Florida State College and the signatures
of its duly authorized officers hereunto affixed.
Given this twenty-five day of June, in the year
of our Lord, two thousand and fourteen.*

Chair of the District Board of Trustees

President of South Florida State College

3.0 *Public Comment*


4.0 *Presentations*

5.0 Consent Agenda Action Items



OFFICE OF THE PRESIDENT

Item 5.0

PRESENT TO BOARD: JUNE 25, 2014
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 Applications 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	25
5.2	Agreement and Contracts	
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	5.2.3 Training Agreement – CareerSource Polk	29
	5.2.4 Lease Agreement – Tri-County Human Services, Inc.	30
5.3	Grant Applications	
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5.4	Operating Actions	
	5.4.1 Monthly Accounts Payable & Payroll Check Register	32
	5.4.2 Addition to Customer Billing List	34
	5.4.3 Donation	35
	5.4.4 Uncollectible Debt	36



OFFICE OF THE PRESIDENT

Item 5.1

PRESENT TO BOARD: JUNE 25, 2014

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>
Southwell, Robin	Coordinator, Human Resources Operations	07/01/14

II. APPOINTMENTS, FULL-TIME FACULTY:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Bailes, Jessica	Instructor, Nursing	08/18/14
McConnell, Lisa	Instructor, Nursing	08/18/14

III. REAPPOINTMENTS, FULL-TIME FACULTY, 2014-15:

Bohlman, Brian
Dos Santos, Kimberley

IV. REAPPOINTMENTS, FULL-TIME PROFESSIONAL STAFF, 2014-15:

LaDue, Pamela
Long, Chadwick

V. REAPPOINTMENTS, FULL-TIME CAREER STAFF, 2014-15:

Dean, Latisha
Huften, Tara

VI. ADJUNCT FACULTY, 2013-14, ACADEMIC YEAR AS NEEDED:

<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Cantu, Yolanda	ABE/GED/ESOL	III
Lancaster, Sarah	Agriculture/Horticulture	I
Miller, Tracy	Commercial Vehicle Driving	IV
NeSmith, Rhonda	Humanities	II
Pierce, Mary	STEMQuest Camp	III

SUGGESTED MOTION:

Move to approve the personnel recommendations as presented.



OFFICE OF THE PRESIDENT

Item 5.2.1

PRESENT TO BOARD: JUNE 25, 2014

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: DUAL ENROLLMENT AGREEMENTS – SCHOOLS/SCHOOL DISTRICTS

Approval is requested to enter into annual dual enrollment agreements between South Florida State College and the following schools and school districts for the 2014-2015 academic year:

- Desoto Christian
- Desoto County School District
- Hardee County School District
- Highlands County School District
- Highlands University Preparatory School
- Polk County School District
- Seminole Independent Private School
- Walker Memorial Academy

These agreements specify the roles and responsibilities between the college and the school/school district in regard to early college and dual enrollment offerings. Each agreement is reviewed annually by both parties and revised as needed.

SUGGESTED MOTION:

Move to approve entry into annual dual enrollment agreements with schools and school districts for the 2014-2015 academic year as presented.



OFFICE OF THE PRESIDENT

Item 5.2.2

PRESENT TO BOARD: JUNE 25, 2014

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: TRAINING AGREEMENT – CAREERSOURCE HEARTLAND

Approval is requested to **renew** a training agreement between CareerSource Heartland and South Florida State College and to serve as a training agent for 2014-2015. The agreement will allow clients of CareerSource Heartland to participate in training programs offered by SFSC. The contract renewal period is for one year.

SUGGESTED MOTION:
Move to approve the renewal of a training agreement with CareerSource Heartland as presented.



OFFICE OF THE PRESIDENT

Item 5.2.3

PRESENT TO BOARD: JUNE 25, 2014

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: TRAINING AGREEMENT – CAREERSOURCE POLK

Approval is requested to **renew** a training agreement between CareerSource Polk and South Florida State College and to serve as a training agent for 2014-2015. The agreement will allow clients of CareerSource Polk to participate in training programs offered by SFSC. The contract renewal period is for one year.

SUGGESTED MOTION:
Move to approve the renewal of a training agreement with CareerSource Polk as presented.



OFFICE OF THE PRESIDENT

Item 5.2.4

PRESENT TO BOARD: JUNE 25, 2014

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: LEASE AGREEMENT – TRI-COUNTY HUMAN SERVICES, INC.

Approval is requested to **renew** the lease agreement between Tri-County Human Services, Inc. and South Florida State College for The Florida Center. The rental value approximates \$139,000. This represents no change from the prior year.

SUGGESTED MOTION:

Move to approve the renewal of a lease agreement with Tri-County Human Services, Inc. as presented.



OFFICE OF THE PRESIDENT

Item 5.3.1

PRESENT TO BOARD: JUNE 25, 2014

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANT APPLICATION – MOSQUITO CONTROL RESEARCH

Approval is requested for submission and acceptance, if funded, of the following described grant proposal:

Title: Mosquito Control Research
Source: Florida Dept. of Agriculture and Consumer Services
General Inspection Trust Fund
Amount: \$25,000
Description: Research on existing mosquito species and disease spread, as well as evaluation of non-toxic approaches to larva control in ditches and water retention areas to reduce the overall mosquito population. SFSC employee, Dr. Cate Cover will function as the Project Manager.

SUGGESTED MOTION:
Move to approve the submission and acceptance, if funded, of the described grant proposal.



OFFICE OF THE PRESIDENT

Item 5.4.1

PRESENT TO BOARD: JUNE 25, 2014

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: MONTHLY ACCOUNTS PAYABLE/PAYROLL PAYMENT SUMMARY

The law requires that warrants be approved and made available for review. Detailed information on all disbursements for May 2014 is summarized below and is available at any time in the College Business Office.

SUGGESTED MOTION:

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

Accounts Payable:								
	2013/2014 Checks		2013/2014 Electronic Payments		2013/2014 P-Card		2013/2014 Totals	
	No.	Amount	No.	Amount	No.	Amount	No.	Amount
July	482	\$496,264.26	144	\$830,389.21	353	\$164,048.75	979	\$1,490,702.22
Aug	269	263,023.82	280	1,079,241.59	470	262,269.91	1019	\$1,604,535.32
Sept	274	421,484.09	243	654,310.86	575	205,769.15	1092	\$1,281,564.10
Oct	1736	1,880,961.61	362	1,298,038.52	559	201,925.33	2657	\$3,380,925.46
Nov	420	467,434.47	252	813,428.33	676	242,049.44	1348	\$1,522,912.24
Dec	278	292,128.44	205	881,045.79	578	177,888.47	1061	\$1,351,062.70
Jan	411	424,306.76	286	393,999.53	400	140,410.54	1097	\$958,716.83
Feb	1625	1,809,761.26	313	1,221,536.52	479	177,017.77	2417	\$3,208,315.55
March	283	508,980.97	272	1,098,893.44	574	219,042.15	1129	\$1,826,916.56
April	444	367,207.37	362	878,205.68	431	159,880.94	1237	\$1,405,293.99
May	260	295,127.94	156	1,002,902.00	720	276,620.20	1136	\$1,574,650.14
June							0	\$0.00
Totals	6482	\$7,226,680.99	2875	\$10,151,991.47	5815	\$2,226,922.65	15172	\$19,605,595.11

Payroll:						
	2013/2014 Checks		2013/2014 Electronic Payments		2013/2014 Totals	
	No.	Amount	No.	Amount	No.	Amount
July	45	\$40,227.64	474	\$831,790.63		519 \$872,018.27
Aug	26	48,386.72	366	799,710.94		392 848,097.66
Sept	31	30,424.84	403	793,741.48		434 824,166.32
Oct	25	37,565.91	433	844,149.18		458 881,715.09
Nov	43	40,210.88	444	842,054.51		487 882,265.39
Dec	35	47,611.17	451	881,175.09		486 928,786.26
Jan	37	45,244.54	441	833,574.13		478 878,818.67
Feb	35	45,849.73	426	826,860.70		461 872,710.43
March	47	42,335.58	438	841,883.18		485 884,218.76
April	34	42,193.38	442	874,211.68		476 916,405.06
May	38	55,473.12	446	869,826.87		484 925,299.99
June						0 0.00
Totals	396	\$475,523.51	4764	\$9,238,978.39		5160 \$9,714,501.90

Accounts Payable:						
	2012/2013			2013/2014		
	# Payments	Monthly Total	Cumulative Total	# Payments	Monthly Total	Cumulative Total
July	699	\$1,248,137.18	\$ 1,248,137.18	979	\$1,490,702.22	\$ 1,490,702.22
August	860	1,664,384.86	2,912,522.04	1,019	1,604,535.32	\$ 3,095,237.54
September	1,081	1,184,896.82	4,097,418.86	1,092	1,281,564.10	\$ 4,376,801.64
October	2,788	3,121,266.46	7,218,685.32	2,657	3,380,925.46	\$ 7,757,727.10
November	1,293	1,159,106.44	8,377,791.76	1,348	1,522,912.24	\$ 9,280,639.34
December	1,021	1,328,652.61	9,706,444.37	1,061	1,351,062.70	\$ 10,631,702.04
January	1,058	942,155.17	10,648,599.54	1,097	958,716.83	\$ 11,590,418.87
February	2,446	3,267,707.96	13,916,307.50	2,417	3,208,315.55	\$ 14,798,734.42
March	1,197	1,441,875.37	15,358,182.87	1,129	1,826,916.56	\$ 16,625,650.98
April	1,059	1,336,395.21	16,694,578.08	1,237	1,405,293.99	\$ 18,030,944.97
May	1,043	1,452,652.31	18,147,230.39	1,136	1,574,650.14	\$ 19,605,595.11
June	1,200	1,584,718.52	19,731,948.91			
Totals	15,745	\$19,731,948.91		15,172	\$19,605,595.11	

Payroll:						
	2012/2013			2013/2014		
	# Payments	Monthly Total	Cumulative Total	# Payments	Monthly Total	Cumulative Total
July	527	\$874,217.16	\$874,217.16	519	\$872,018.27	\$872,018.27
August	419	849,902.34	1,724,119.50	392	848,097.66	\$1,720,115.93
September	408	830,083.03	2,554,202.53	434	824,166.32	\$2,544,282.25
October	454	889,410.81	3,443,613.34	458	881,715.09	\$3,425,997.34
November	483	901,596.73	4,345,210.07	487	882,265.39	\$4,308,262.73
December	501	947,971.94	5,293,182.01	486	928,786.26	\$5,237,048.99
January	461	843,750.83	6,136,932.84	478	878,818.67	\$6,115,867.66
February	476	856,261.35	6,993,194.19	461	872,710.43	\$6,988,578.09
March	498	861,595.38	7,854,789.57	485	884,218.76	\$7,872,796.85
April	471	878,477.14	8,733,266.71	476	916,405.06	\$8,789,201.91
May	479	891,413.35	9,624,680.06	484	925,299.99	\$9,714,501.90
June	432	908,505.27	\$ 10,533,185.33			
Totals	5609	\$10,533,185.33		5160	\$9,714,501.90	



OFFICE OF THE PRESIDENT

Item 5.4.2

PRESENT TO BOARD: JUNE 25, 2014

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: ADDITION TO CUSTOMER BILLING LIST

Approval is requested to add the Boys and Girls Club of Highlands County to the college's list of approved customers for billing purposes. South Florida State College will be providing employee training.

SUGGESTED MOTION:

Move to approve the addition of the Boys and Girls Club of Highlands County to the college's customer billing list.



OFFICE OF THE PRESIDENT

Item 5.4.3

PRESENT TO BOARD: JUNE 25, 2014

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: DONATION

Approval is requested to accept the donation of an automobile title for a 2008 Ford Crown Victoria, valued at \$6,000.00 to SFSC's Auto Mechanics Program at the DeSoto Campus.

SUGGESTED MOTION:

Move to accept the donation of an automobile title for a 2008 Ford Crown Victoria, valued at \$6,000.00 to SFSC's Auto Mechanics Program at the DeSoto Campus.



OFFICE OF THE PRESIDENT

Item 5.4.4

PRESENT TO BOARD: JUNE 25, 2014

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL

SUBJECT: UNCOLLECTIBLE DEBT

Approval is requested to write off uncollectible debt totaling \$46,525.84. The breakdown of this debt is as follows:

<u>Debt Type</u>	<u>Total Amount</u>
Title IV & Bright Futures Returns	\$ 32,490.14
Bookstore Charges	13,328.12
Miscellaneous	196.07
Library Fees	511.51
Total	\$ 46,525.84

Bad debt totals for the past (3) three years.

Year	Bad Debt Totals	Associated Student Revenue	%
2013/2014	\$ 46,299.77	\$ 4,674,442.25	0.99%
2012/2013	\$ 29,057.62	\$ 4,747,354.85	0.61%
2011/2012	\$ 23,320.93	\$ 4,617,057.01	0.51%

SUGGESTED MOTION:

Move to approve the write off of uncollectible debt in the amount of \$46,525.84 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: JUNE 25, 2014

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: CURRICULUM PROPOSALS

Consideration of the following curriculum proposals is requested:

I. PROGRAM MODIFICATIONS

Modify the following occupational certificate program to comply with Criminal Justice Standard Training Commission's current legislation and training needs of entry-level officers, effective Summer 2014 (201430). Program's length remains at 770 contact hours.

Basic Law Enforcement #3340 – OC

- CJK 0007 - Introduction to Law Enforcement (11 cont. hrs.) to CJK 0001 (10 cont. hrs.)
- CJK 0008 - Legal (69 cont. hrs.) to CJK 0012 (62 cont. hrs.)
- CJK 0011 - Human Issues to CJK 0013 - Interactions in a Diverse Community
- CJK 0017 - Communications (76 cont. hrs.) to CJK 0014 - Interviewing and Report Writing (56 cont. hrs.)
- CJK 0061 - Patrol I (58 cont. hrs.) to CJK 0064 - Fundamentals of Patrol (35 cont. hrs.)
- CJK 0062 - Patrol II (40 cont. hrs.) to CJK 0092 - Critical Incidents (44 cont. hrs.)
- CJK 0065 - Calls for Service (36 cont. hrs.) – NEW
- CJK 0071 - Criminal Investigations (56 cont. hrs.) to CJK 0077 (50 cont. hrs.)
- CJK 0076 - Crime Scene Investigations (24 cont. hrs.) to CJK 0078 - Crime Scene to Courtroom (35 cont. hrs.)
- CJK 0082 - Traffic Stops (24 cont. hrs.) to CJK 0087 (30 cont. hrs.)
- CJK 0083 - DUI Traffic Stops to CJK 0084
- CJK 0086 - Traffic Crash Investigations to CJK 0088

II. COURSE ADDITIONS

Add the following new developmental reading course which will satisfy the “co-requisite” for students who need additional reading support and are concurrently enrolled in a college credit bearing course, effective Fall 2014 (201510):

REA 0055 – Reading Seminar (1 credit)

Add the following college credit reading course which will strengthen the reading foundation of students before they enter into more rigorous college courses, effective Fall 2014 (201510):

REA 1105 – College Reading/Critical Analysis (3 credits)

SUGGESTED MOTION:

Move to approve the curriculum proposals as presented.

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OFFICE OF THE PRESIDENT

Item 7.2

PRESENT TO BOARD: JUNE 25, 2014

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL

SUBJECT: FEE PROPOSALS

Consideration of the following fee proposals is requested:

I. Decrease Fees:

Course Prefix#	Course Title	Current Fee	Proposed Fee	Effective Term
BSC 1009L	Introduction to Biology Lab	\$11.00	\$8.00	Fall 2014
BSC 1010L	General Biology I Lab	\$11.00	\$8.00	Fall 2014
BSC 1011L	General Biology II Lab	\$11.00	\$8.00	Fall 2014
BSC 1085L	Human Anatomy and Physiology I Lab	\$11.00	\$8.00	Fall 2014
BSC 1086L	Human Anatomy and Physiology II Lab	\$11.00	\$8.00	Fall 2014
MCB 2010L	Microbiology Lab	\$11.00	\$8.00	Fall 2014

II. Increase Fees – added exams into lab fees:

Course Prefix#	Course Title	Current Fee	Proposed Fee	Effective Term
DEA 0025L	Preclinical Orientation I Lab	\$176.00	\$192.00	Fall 2014
DEA 0800L	Clinical Practice I Lab	\$108.00	\$124.00	Spring 2015
DEH 1002L	Dental Hygiene Pre-Clinic	\$805.00	\$825.00	Fall 2014
DEH 1800L	Dental Hygiene Clinic I	\$960.00	\$967.00	Spring 2015
DEH 2702L	Community Dental Health Lab	\$30.00	\$48.00	Spring 2015
DEH 2804L	Dental Hygiene Clinic III	\$1161.00	\$1,246.00	Fall 2014
HCP 0100C	Nursing Assistant – Articulated	\$340.00	\$500.00	Fall 2014

SUGGESTED MOTION:

Move to approve the fee proposals as presented.

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8.0 Purchasing and Other Action Items



OFFICE OF THE PRESIDENT

Item 8.1

PRESENT TO BOARD: JUNE 25, 2014

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: CAPITAL IMPROVEMENT PROGRAM (CIP)

Attached is a summary of the proposed renovation projects to be included with our Capital Improvement Program (CIP) documents due July 1, 2014. The Capital Improvement Program and Legislative Budget Request have been prepared in accordance with the approved Educational Plant Survey (2013-2018) and the Architectural Master Plan: Year 2020. Board approval is required.

The CIP process requires that we prioritize the projects annually:

- New Construction Projects: includes new facilities and additions
- Remodeling Projects: changes the use of currently assigned space
- Renovation Projects: improves or repairs existing facilities and/or provides infrastructure enhancements/improvements.

The documents have been prepared with due consideration of enrollment growth projections, anticipated program changes, and a current assessment of all facilities/infrastructure. All planned projects were updated to reflect facility cost escalation and 2014-15 Public Education Capital Outlay (PECO) appropriations.

The remodeling/renovation of Building P to house the Fire Science Technology and Fire Fighting Programs is not included in the CIP because funding has already been granted for the project.

SUGGESTED MOTION:

Move to approve the Capital Improvement Program plans for 2015-16 through 2019-20 and submission to the Division of Florida Colleges as presented.

**South Florida State College
Capital Improvement Program
FY 2015-16 through FY 2019-20**

**Renovation Projects
(Includes Site Improvements)**

Priority	Project	Description	Funding Request	
1	General Renovation/ Remodeling, Infrastructure and Site Improvements for District Facilities	Funds will be used for general renovation and remodeling projects including replacement of roofs and roofing membranes, expand and improve parking, construct roadways and sidewalks, expand and upgrade irrigation systems and landscaping and infrastructure, renovate and extend underground utility systems, renovate exterior rest rooms, implement Life Safety projects, and construction of renewable alternative energy resources for physical plant operations.	2015-16	\$1,111,216
			2016-17	1,265,000
			2017-18	1,547,500
			2018-19	1,540,000
			2019-20	657,500
			<i>Total</i>	<u>\$6,121,216</u>
2	Equipment Purchase/Replacement – College Wide	Funds will be used for purchase or replacement of equipment for existing facilities.	2015-16	\$1,100,000
			2016-17	700,000
			2017-18	400,000
			2018-19	400,000
			2019-20	400,000
			<i>Total</i>	<u>\$3,000,000</u>
3	Replacement of Roofs – College Wide	Funds will be used for replacement of roofs at existing facilities.	2015-16	\$300,000
			2016-17	300,000
			2017-18	300,000
			2018-19	300,000
			2019-20	300,000
			<i>Total</i>	<u>\$1,500,000</u>
4	Facility 9104 – Community Education Center Lake Placid Center 18,407 gsf	Renovate entire Gymnasium facility for Community Education and Student Services programming and other uses as needed.	2016-17	\$476,448
			2017-18	3,873,564
			2018-19	\$385,091
			<i>Total</i>	<u>\$4,735,103</u>
Total Request				\$15,356,319

9.0 Reports



OFFICE OF THE PRESIDENT

Item 9.2

PRESENT TO BOARD: JUNE 25, 2014

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL *[Signature]*

SUBJECT: RESOURCE DEVELOPMENT REPORT

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

The following chart presents a summary listing of all donations and pledges made to the SFSC Foundation since the May 2014 meeting of the College District Board of Trustees. The included dates are May 13, 2014 through June 10, 2014. The total amount being reported is **\$20,250.75**.

Fund Description	Count	Cash	Pledges	Other	Total
Unrestricted	40	\$2,525.50	\$0.00	\$0.00	\$2,525.50
Jacaranda Restoration Fund	1	\$6.00	\$0.00	\$0.00	\$6.00
African American-Dennard	1	\$25.00	\$0.00	\$0.00	\$25.00
SFSC General Scholarship	9	\$411.00	\$0.00	\$0.00	\$411.00
Joe Johnston/Bette McDearman Memor	1	\$20.00	\$0.00	\$0.00	\$20.00
General Nursing Scholarship	2	\$4,024.26	\$0.00	\$0.00	\$4,024.26
SFSC Community Fund	10	\$176.00	\$0.00	\$0.00	\$176.00
SFSC Library Donations	3	\$35.00	\$0.00	\$0.00	\$35.00
Athletic Booster Club	2	\$15.00	\$0.00	\$0.00	\$15.00
Phi Theta Kappa	1	\$10.00	\$0.00	\$0.00	\$10.00
Take Stock In Children - Ops	23	\$3,835.00	\$2,500.00	\$0.00	\$8,835.00
Dental Programs	3	\$120.00	\$0.00	\$14.97	\$134.97
SFSC Flower Fund	2	\$10.00	\$0.00	\$0.00	\$10.00
DeSoto County Special Scholarship Fund	1	\$500.00	\$0.00	\$0.00	\$500.00
MOFAC	3	\$756.50	\$0.00	\$0.00	\$756.50
Highlands County Bar Association Scholarship	1	\$20.00	\$0.00	\$0.00	\$20.00
Theatre for the Performing Arts Capital Campaign	1	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Norman L. Stephens Endowment	4	\$160.00	\$0.00	\$0.00	\$160.00
TSIC Scholarships	10	\$86.52	\$0.00	\$0.00	\$86.52
Grand Totals:	118	\$17,735.78	\$2,500.00	\$14.97	\$20,250.75

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OFFICE OF THE PRESIDENT

Item 9.3

PRESENT TO BOARD: JUNE 25, 2014

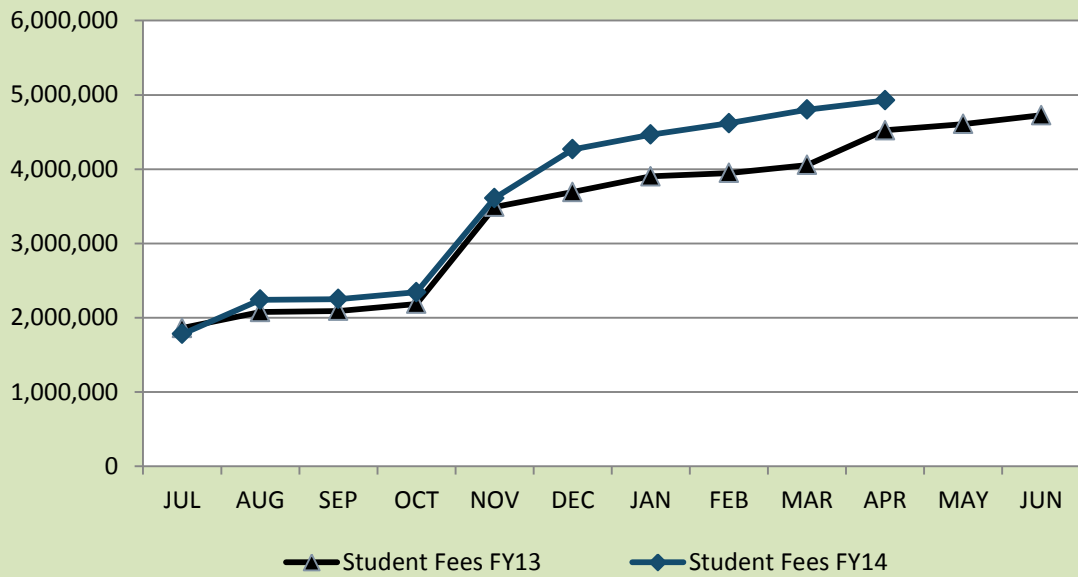
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

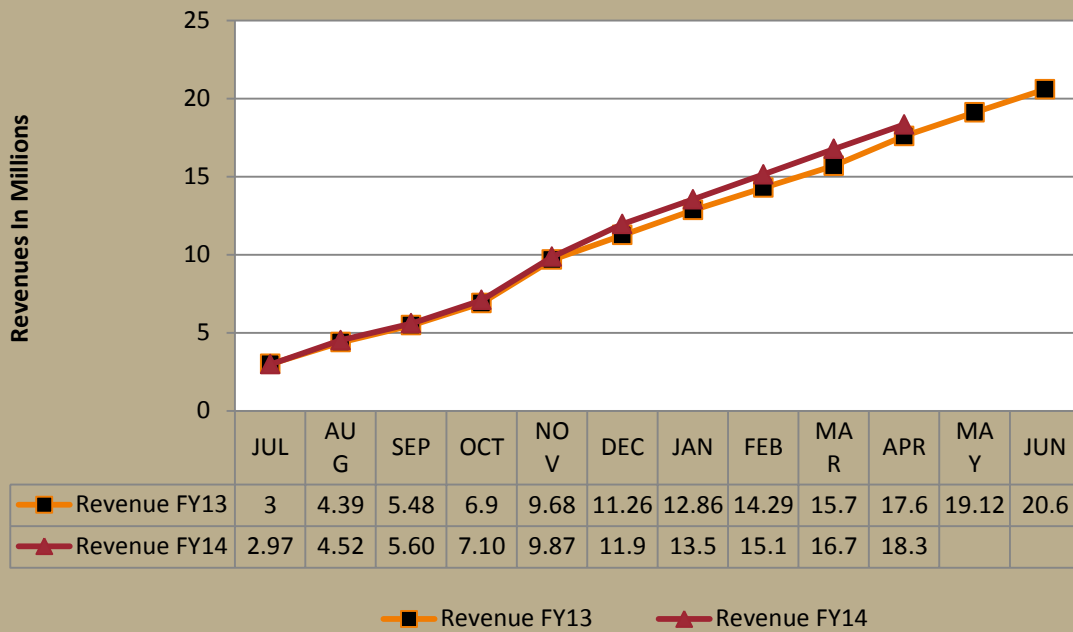
SUBJECT: FINANCIAL REPORT SUMMARY & GRAPHS – **INFORMATION ITEM**

Attached are the graphs and summary of revenues and expenditures of the College through April 30, 2014.

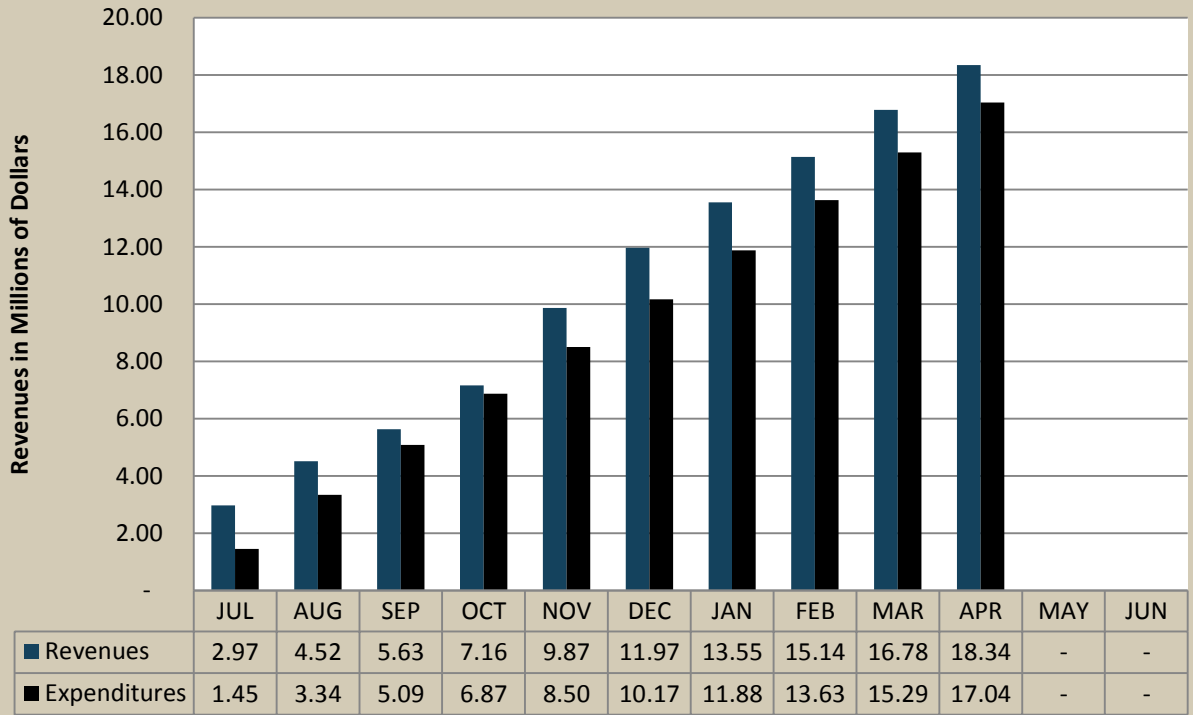
**South Florida State College
Fund 1 Student Fee Revenue, FY 13 vs FY 14**



South Florida State College Fund 1 Total Revenue, FY 13 vs FY 14



South Florida State College Fund 1 Total Revenues & Expenditures FY 14



**South Florida State College
Revenues and Expenditures
For the Month Ended April 30, 2014**

Account Code	Account Title	Budget Amount	Amount	Difference	Percentage Collected/Spent to Date
401XX	Matriculation/Tuition Fees	\$ 4,399,562.00	\$ 4,179,399.14	\$ 220,162.86	95.00%
403XX	Non Resident Fees	87,714.00	79,812.22	7,901.78	90.99%
404XX	Laboratory Fees	426,200.00	385,989.84	40,210.16	90.57%
405XX	Application Fees	13,900.00	16,280.00	(2,380.00)	117.12%
406XX	Graduation Fees	16,140.00	18,621.00	(2,481.00)	115.37%
40700	Transcript Fee	9,000.00	7,650.00	1,350.00	85.00%
408XX	Technology Fees	200,000.00	182,736.19	17,263.81	91.37%
409XX	Other Student Fees	60,600.00	54,653.06	5,946.94	90.19%
41600	Grants and Contracts from Counties	31,004.00	26,504.00	4,500.00	85.49%
42110	FCSPF-General Revenue	12,805,796.00	10,680,764.00	2,125,032.00	83.41%
42210	CO&DS Entitlement	2,150.00	-	2,150.00	0.00%
42610	FCSPF-Lottery	2,930,825.00	2,279,528.00	651,297.00	77.78%
42900	Indirect Cost Recovered - State	1,000.00	-	1,000.00	0.00%
43900	Indirect Costs Recovered - Federal	90,000.00	61,699.04	28,300.96	68.55%
44100	Cash Contributions	17,075.00	16,517.00	558.00	96.73%
44400	Private Grants and Contracts	1,364.00	1,364.11	(0.11)	100.01%
46400	Use of College Facilities	78,425.00	52,887.54	25,537.46	67.44%
466XX	Other Sales and Services	242,690.00	219,598.31	23,091.69	90.49%
48100	Interest and Dividends	6,500.00	4,921.26	1,578.74	75.71%
487XX	Fines and Penalties	4,250.00	2,498.36	1,751.64	58.78%
49XXX	Transfers and Other Revenue	175,535.00	67,202.81	108,332.19	38.28%
	Total Revenue	\$ 21,599,730.00	\$ 18,338,625.88	\$ 3,261,104.12	84.90%
51XXX	Management	\$ 1,823,807.00	\$ 1,551,526.09	\$ 272,280.91	85.07%
52XXX	Instruction	4,543,455.00	3,554,126.15	989,328.85	78.23%
53XXX	Other Professional	2,666,754.00	2,241,559.07	425,194.93	84.06%
54XXX	Career Staff	2,715,276.10	2,173,470.39	541,805.71	80.05%
56XXX	Other Personnel Services-Instructional	929,800.00	674,716.43	255,083.57	72.57%
57XXX	Other Professional-Tech/Clerical/Trade	111,182.00	80,661.31	30,520.69	72.55%
58000	Student Employment -Inst Work Study	25,000.00	10,967.99	14,032.01	43.87%
58500	Employees Awards	4,500.00	4,250.00	250.00	94.44%
59XXX	Benefits	3,776,226.00	2,810,897.08	965,328.92	74.44%
	Total Personnel	\$ 16,596,000.10	\$ 13,102,174.51	\$ 3,493,825.59	78.95%
605XX	Travel	\$ 302,148.00	\$ 212,507.88	\$ 89,640.12	70.33%
61000	Freight and Postage	38,590.00	24,146.58	14,443.42	62.57%
61500	Telecommunications	85,000.00	51,953.74	33,046.26	61.12%
62000	Printing	70,510.00	31,350.40	39,159.60	44.46%
625XX	Repairs and Maintenance	927,992.00	719,307.92	208,684.08	77.51%
630XX	Rental	192,556.00	135,897.89	56,658.11	70.58%
635XX	Insurance	329,500.00	317,120.47	12,379.53	96.24%
640XX	Utilities	1,317,550.00	1,018,311.92	299,238.08	77.29%
645XX	Other Services	562,910.00	460,984.43	101,925.57	81.89%
64700	Grant Aid	5,500.00	4,239.00	1,261.00	77.07%
650XX	Professional Fees	193,700.00	123,330.24	70,369.76	63.67%
655XX	Education Office/Dept Material Supp	459,155.00	365,249.01	93,905.99	79.55%
657XX	Data Software-Non-Capitalized	28,075.00	46,300.54	(18,225.54)	164.92%
66000	Maint/Construction Material/Supp	279,465.00	196,751.67	82,713.33	70.40%
665XX	Other Materials and Supplies	113,931.00	62,554.10	51,376.90	54.91%
670XX	Subscriptions/Library Books	38,577.00	36,885.88	1,691.12	95.62%
67500	Purchases for Resale	57,505.00	36,625.99	20,879.01	63.69%
680XX	Scholarships and Waivers	105,000.00	73,095.07	31,904.93	69.61%
69XXX	Transfers and Other Expenses	103,500.00	15,118.98	88,381.02	14.61%
	Total Current Expenses	\$ 5,211,164.00	\$ 3,931,731.71	\$ 1,279,432.29	75.45%
70600	Minor Equipment >1000<5000	\$ 20,000.00	\$ 7,579.03	\$ 12,420.97	37.90%
71000	Furniture and Equipment	8,504.00	-	8,504.00	0.00%
	Total Capital Outlay	\$ 28,504.00	\$ 7,579.03	\$ 20,924.97	26.59%