

**MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
AUGUST 28, 2013**

Members Present: Mr. Tim Backer
Mr. Derren Bryan (call in)
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 Absent:

Staff Present:	Mr. Doug Andrews	Mr. Don Appelquist	Mr. Kevin Brown
	Mrs. Tammy Bush	Mrs. Susie Hale	Mrs. Deborah Latter
	Mr. Glenn Little	Mrs. Lindsay Lynch	Dr. Mike McLeod
	Dr. Leana Revell	Dr. Chris van der Kaay	Ms. Sylvia Turner
	Ms. Jane Hancock	Dr. Deborah Fuschetti	

Others Present: Mrs. Barbara Kirschner, Ms. Marilyn Goodman, Ms. Briana Blosser

CALL TO ORDER

At 6:02 p.m., the regular meeting of the District Board of Trustees was called to order at the DeSoto Campus by Board Chair, Mr. Joe Wright.

1.0 PRELIMINARY MATTERS

1.1 Adoption of Agenda

Dr. Kirschner made a motion, seconded by Mr. Backer, to adopt the agenda of the regular meeting held August 28, 2013 as recommended. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

1.2 Approval of Minutes

1.2.1 Regular Meeting Minutes

Mr. Lambert made a motion, seconded by Mrs. Cullens, to approve the minutes of the regular meeting held July 24, 2013. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

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1.3 Review of Agenda Master Calendar

The Agenda Master Calendar was reviewed with no changes.

2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITION

2.1 Student Celebration

Dr. Leitzel introduced Marilyn Goodman, advisor, Health Occupations Students of America (HOSA). Ms. Goodman introduced Ms. Briana Blosser, 3rd place student winner in nationals. The HOSA club is associated with South Florida State College as a CTSO (Career & Technical Student Organization) which is part of the DOE framework for the Registered Nurse Program. Ms. Blosser was one of two students who were required to take a knowledge test. If they made the top 20 they then advanced to the next round, which was a skill test of up to three skills. The top scoring students were then honored with a medal representing the placement of their scores.

3.0 PUBLIC COMMENT

4.0 PRESENTATION

4.1 The Florida Adult and Technical Distance Education Consortium

Dr. Mike McLeod, dean, Division of Academic Support introduced Ms. Sylvia Turner, director, Adult Education who gave a presentation on the Florida Adult and Technical Distance Education Consortium. She explained that effective July 1, 2013 the college received an increase in its Adult Geographic grant funding. This allowed SFSC to join the Florida Adult and Technical Education Consortium. Formed in 2001, FATDEC consists of a group of public schools, school districts and colleges. Its mission is to place adult and technical education courses in an online environment in order to provide an alternative delivery model for adult students to gain workforce preparedness competencies and skills. **(EXHIBIT "A")**

5.0 CONSENT AGENDA ACTION ITEMS

5.1 Personnel Actions

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

5.2 Agreement and Contracts

5.2.1 Approved entry into a new service agreement with Ave Maria University Preparatory School in Myakka City to provide reimbursement of approved expenses for the Shepherd's Field agricultural program project as presented. **(EXHIBIT "C")**

5.3 Grant Applications

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 June 2013. **(EXHIBIT "D")**

5.4.2 Final Budget Amendment

Approved the acceptance of the final budget amendment to the 2012-2013 budget as presented. **(EXHIBIT "E")**

5.4.3 Addition to Customer Billing List

Approved the addition of the Florida Sheriff's Youth Ranch to the college's customer billing list. **(EXHIBIT "F")**

5.4.4 Property Deletion and Disposal

Approved the deletion and disposal of items presented from property records in the amount of **\$17,886.38**. **(EXHIBIT "G")**

Mrs. Rider made a motion, seconded by Mrs. Puckorius, to approve the Consent Agenda, Items 5.1 through 5.4.4 as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

6.0 PLANNING AND POLICY ISSUES

7.0 ACADEMIC AND STUDENT MATTERS

7.1 Fee Proposal

Approved the following fee increase due to an increase in National Board exam fees.

Course Prefix#	Course Title	Current Fee	Proposed Fee	Effective Term
DEH 2806L	Dental Hygiene Clinic IV	\$605.00	\$755.00	Spring 2014

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

8.0 PURCHASING AND OTHER ACTION ITEMS

9.0 REPORTS

9.1 Facilities

9.2 Resource Development

I. Grants Funded

College Reach Out Program (CROP)

FL Dept. of State \$64,222.02

SFSC Bioenergy Education Program

National Science Foundation \$300,000

Adult General Education

FL Dept. of Education \$248,425

Student Support Services

US Department of Education – Title V

\$202,031

II. Donations and Pledges

The South Florida State College Foundation, Inc. received donations and pledges in the amount of **\$49,389.78** from July 10, 2013 through August 13, 2013.

9.3 Financial Report

Financial graphs and a summary report through the month of June 2013 were presented as information items. (**EXHIBIT "H"**)

9.4 President's Report

1. Dr. Leitzel thanked the committed team of leaders for their continued support.
2. Dr. Leitzel reported that Mrs. Cullens, Dean Brown and he attended the AUVSI conference in Washington, DC, August 12-15.
3. Dr. Leitzel thanked Dr. Revell for leading Convocation Week, August 19-23.
4. Dr. Leitzel reported that enrollment is down slightly from this time last year. Fall term numbers are being finalized.
5. Dr. Leitzel stated that he is pleased with the college's recent Nursing Accreditation. He thanked Dr. Revell for her leadership, who in turn thanked Dean Brown, Mrs. Sroda, and Dr. Heston for their hard work. Dr. Leitzel reported that the college received the highest level of accreditation.
6. Dr. Leitzel reported that Mrs. Cullens' nomination for AFC Trustee of the Year had been submitted. He thanked Mrs. Latter for the work gathering and preparing the nomination. She did a wonderful job.
7. Dr. Leitzel reported that *Washington Monthly* magazine recently ranked South Florida State College 50th among 700 community colleges in the United States.
8. Dr. Leitzel stated that Mrs. Latter will submit South Florida State College's Presidential Search Website as a nomination for this year's Chancellor's Best Practice Award. Nominations are due by August 29.
9. Dr. Leitzel announced that Mrs. Pam Karlson was selected as one of the five finalists for this year's Judge Clifton Kelly Champion for Children Award. The winner of the award will be announced at the gala on September 26.
10. Dr. Leitzel announced that Mrs. Tami Cullens recently assumed the chair of the Association of Florida Colleges (AFC) Trustees Commission. Her term runs through June 30, 2015.

9.5 Board Attorney's Report

Mrs. Karlson reported that she is continuing to work on the Sebring Parkway, Phase III project.

9.6 Board Members' Reports

Mr. Lambert asked college administrators to work on enrollment challenges. He asked that the Trustees be kept involved.

Mrs. Rider stated no report.

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Mrs. Cullens reminded the Trustees of the upcoming Trustees Commission Conference, September 12-13 in Orlando.

Mrs. Puckorius encouraged the Trustees to attend the Trustees Commission Conference.

Dr. Kirschner reported that he had spoken with Dr. Karin Gary, superintendent, DeSoto County School Board, regarding dual enrollment.

Mr. Backer stated that Convocation (formerly Welcome Back) went well this year.

9.7 Board Chair Report

Mr. Wright reported that the recent Operational Audit exit went very well. There were a few minor comments that have been addressed.

Mr. Wright distributed a copy of an email he received from Dr. Leitzel dated August 28 from Sister Linda Bevilacqua. Dr. Leitzel shared with the Board a request from Dr. Linda Bevilacqua, President of Barry University. Dr. Bevilacqua, on behalf of the Florida Council of Colleges and Universities asked the State Colleges to join Dr. Donna Shalala, President of the University of Miami, by signing a letter to encourage members of the Florida Delegation to fix the federal immigration policy so that students who study in Florida and obtain degrees remain in the United States so that our economy benefits from their contributions as productive members of the workforce and to avoid labor shortages in critical high tech jobs.

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 7:36 p.m.