

**MINUTES  
SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES  
DECEMBER 11, 2013**

**Members Present:** Mr. Tim Backer  
Mr. Derren Bryan  
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:** Ms. Annie Alexander-Harvey    Mr. Doug Andrews    Mr. Don Appelquist  
Dr. Kimberly Batty-Herbert    Mr. Kevin Brown    Mrs. Tammy Bush  
Mrs. Susie Hale    Mrs. Anita Kovacs    Mrs. Deborah Latter  
Mr. Glenn Little    Mrs. Lindsay Lynch    Dr. Mike McLeod  
Dr. Leana Revell    Dr. Chris van der Kaay    Ms. Becky Sroda  
Dr. Deborah Fuschetti

**Others Present:** Mrs. Barbara Kirschner, Mr. Phil Attinger, Mr. Daniel Montes, and  
Ms. Christina Gourley

**CALL TO ORDER**

At 5:54 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. Bryan made a motion, seconded by Mrs. Cullens, to adopt the agenda of the regular meeting held December 11, 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**

**Mrs. Puckorius made a motion, seconded by Mr. Bryan, to approve the minutes of the regular meeting held October 23, 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.**

**1.3 Review of Agenda Master Calendar**

The Agenda Master Calendar was reviewed. The Trustees asked that the January 22 Board meeting be moved to 4:00 p.m. to accommodate the reception and performance for Engelbert Humperdinck that begins at 6:00 p.m.

**2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITION**

**2.1 New Employee Introductions**

The following new employees were acknowledged as having been introduced at the annual DBOT Planning Workshop held prior to the Board meeting:

<b>Employee</b>	<b>Position</b>	<b>Supervisor</b>	<b>Hired</b>
Beth Burch	Lead Instructor, Bioenergy Program	Kevin Brown	08/20/13
Johanna Johnston	Program Specialist, Agriculture Programs	Thomas Bush	07/24/13
John Landry	Director, Criminal Justice Program	Kevin Brown	07/01/13
Claire Miller	Librarian	Michael McLeod	08/19/13
Brian Narciza	End-User Support Analyst	Clifford Hanglely Introduced by Christopher van der Kaay	09/23/13
Sonji Nicholas	Instructor, Sociology	Michele DeVane	08/19/13
Jessica Pantoja	Accountant	Theresa Elders Introduced by Anita Kovacs	08/19/13
Monica Powers	Director, Student Support Services	Michael McLeod	06/10/13

**3.0 PUBLIC COMMENT**

Dr. Leitzel welcomed two SFSC Honor Students in attendance Mr. Daniel Montes and Ms. Christina Gourley. He also welcomed News-Sun reporter, Mr. Phil Attinger.

**4.0 PRESENTATION (None)**

**5.0 CONSENT AGENDA ACTION ITEMS**

**5.1 Personnel Actions**

Approved a list of full-time professional staff; resignations; retirements; and adjunct faculty for the 2013-14 academic year as needed. **(EXHIBIT "A")**

**5.2 Agreement and Contracts**

None

**5.3 Grant Applications**

**5.3.1 Summer Bridge Program**

College Board FL Partnership \$10,407

**(EXHIBIT "B")**

**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 October 2013. **(EXHIBIT "C")**

**5.4.2 Property Deletion and Disposal**

Approved the deletion and disposal of items presented from property records in the amount of **\$32,894.98**. **(EXHIBIT "D")**

**5.4.3 Donation to Take Stock in Children**

Approved the donation of 18 old surplus laptop computers to Take Stock in Children program participants. **(EXHIBIT "E")**

**Mrs. Cullens made a motion, seconded by Mr. Lambert, to approve the Consent Agenda, Items 5.1 through 5.4.3 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**

**6.1 SFSC Mission Statement**

Affirmation of the South Florida State College Mission Statement was presented for consideration. **(EXHIBIT "F")**

**Mrs. Cullens made a motion, seconded by Mrs. Puckorius, to affirm the South Florida State College Mission Statement 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.**

**6.2 2014-2018 SFSC STRATEGIC PLAN**

Consideration of the proposed 2014-2018 SFSC Strategic Plan was presented. **(EXHIBIT "G")**

**Mrs. Rider made a motion, seconded by Mr. Bryan, to approve the proposed 2014-2018 SFSC Strategic Plan 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.**

**6.3 Policy Implementation**

**6.3.1 New Policy 4.11 Student Fees**

Consideration to establish a new Policy 4.11 Student Fees was presented. **(EXHIBIT "H")**

**Mr. Backer made a motion, seconded by Mrs. Puckorius, to approve the establishment of a new Policy 4.11 Student Fees 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.**

## **7.0 ACADEMIC AND STUDENT MATTERS**

### **7.1 Curriculum Proposals**

Approved curriculum proposals as presented. (*EXHIBIT "I"*)

**Mr. Lambert made a motion, seconded by Mrs. Puckorius, to approve the curriculum proposals 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.**

### **7.2 Developmental Education Plan**

Approval to submit the college's Developmental Education Implementation Plan to the Florida College System by January 15, 2014 was presented. (*EXHIBIT "J"*)

**Mrs. Rider made a motion, seconded by Mrs. Puckorius, to approve the submission of the college's Developmental Education Implementation Plan to the Florida College System by January 15, 2014 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**

### **8.1 Construction Documents for Fire Science Technology/Fire Fighting Program Remodeling/Renovation Project**

Approve submission of construction level documents to the Florida Department of Education for final review and approve to proceed with the remodeling/renovation of Buildings P and O, and all related site work as presented. (*EXHIBIT "K"*)

**Mr. Backer made a motion, seconded by Mrs. Puckorius, to approve the submission of construction level documents to the Florida Department of Education for final review and approve to proceed with the remodeling/renovation of Buildings P and O, and all related site work 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.**

### **8.2 Florida College System Risk Management Consortium (FCSRMC) Member Agreement**

Approve entry into a revised member agreement for continued participation in the Florida College System Risk Management Consortium as presented. (*EXHIBIT "L"*)

**Mrs. Puckorius made a motion, seconded by Mrs. Cullens, to approve entry into a revised member agreement for continued participation in the Florida College System Risk Management Consortium 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.**

### **8.3 2014-2015 ACADEMIC CALENDAR**

Consideration of the proposed 2014-2015 Academic Calendar was presented. **(EXHIBIT "M")**

**Mr. Lambert made a motion, seconded by Mr. Backer, to approve the 2014-2015 Academic Calendar 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.**

## **9.0 REPORTS**

### **9.1 Facilities**

### **9.2 Resource Development Donations and Pledges**

The South Florida State College Foundation, Inc. received donations and pledges in the amount of **\$113,691.36** from October 9, 2013 through November 12, 2013.

### **9.3 Financial Report**

Financial graphs and a summary of revenue and expenditures through the month of September 2013 were presented as information items. **(EXHIBIT "N")**

### **9.4 President's Report**

1. Dr. Leitzel withdrew his previous request for recommended changes to Policy 1.07 Alcohol and Drug-Free Campus and Workplace. There are no recommended changes to the policy at this time.
2. Dr. Leitzel distributed a copy of the Florida College System FTE Comparison report dated November 21, 2013.
3. Dr. Leitzel reminded the Trustees of two upcoming conferences. The AFC Trustees Annual Legislative Conference in Tallahassee, Feb. 3-4 and the Community College Legislative Summit in Washington, DC, Feb. 10-13. He asked those who would like to attend to contact Mrs. Bush.
4. Dr. Leitzel discussed facility considerations:
  - a. The college does not intend to renew the lease agreement with the Lorida Schoolhouse. The schoolhouse is owned by the SFSC Foundation.
  - b. A name change for the Public Service Academy to the Criminal Justice Academy.
  - c. Raise the old storage building next to the Public Service Academy.
  - d. Seeking suggestions to rename the South Florida Citrus Center.
5. Dr. Leitzel shared a video of the college's holiday greeting card.

**9.5 Board Attorney's Report**

Mrs. Karlson stated no report.

**9.6 Board Members' Reports**

Mrs. Puckorius stated no report.

Mr. Backer wished everyone a Merry Christmas.

Dr. Kirschner wished everyone a Merry Christmas and Happy New Year.

Mr. Bryan wished everyone a Merry Christmas.

Mr. Lambert thanked everyone for a good meeting and wished them a Merry Christmas.

Mrs. Rider stated no report.

Mrs. Cullens congratulated Dr. Kirschner and Mr. Backer on their reappointments. She stated that she recently had an opportunity to speak to an Honors Student class. It was a great experience. She wished everyone a Merry Christmas.

**9.7 Board Chair Report**

1. Mr. Wright shared a holiday greeting card from the athletic department.
2. Mr. Wright stated that the Trustees would like to donate a TV to the AFC Holiday Luncheon raffle again this year. Mr. Backer will purchase the TV for the Trustees.
3. Mr. Wright stated that he enjoyed the December 5 MOFAC exhibit – Florida Wildlife Corridor Expedition.
4. Mr. Wright stated that he would like to spend some time at the January Board meeting discussing audit notes from the last audit.
5. Mr. Wright wished everyone a Merry Christmas.

**10.0 ADJOURNMENT**

There being no further business to come before the Board, the meeting adjourned at 7:00 p.m.