

**MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
FEBRUARY 27, 2013**

Members Present: Mr. Tim Backer
Mr. Derren Bryan
Mrs. Tami Cullens, Chair
Dr. Louis H. Kirschner
Mr. Ken Lambert
Mrs. Lana C. Puckorius
Mrs. Kris Y. Rider
Mr. Joe Wright, Vice Chair
Dr. Norman L. Stephens, Jr., President/Secretary

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. Deborah Latter	Mr. Glenn Little
	Mrs. Lindsay Lynch	Dr. Mike McLeod	Dr. Leana Revell
	Dr. Chris van der Kaay	Mr. Keith Loweke	Mrs. Becky Sroda
	Mr. Robert Flores	Ms. Denise Carden	Ms. Cheryl Arpasi
	Ms. Jannice Pantoja	Mr. Rodger Smith	Mrs. Michele DeVane

Others Present: Mrs. Barbara Kirschner

CALL TO ORDER

At 5:06 p.m., the regular meeting of the District Board of Trustees was called to order at the Highlands Campus by Board Chair, Mrs. Tami Cullens.

1.0 PRELIMINARY MATTERS

1.1 Adoption of Agenda

Mr. Wright made a motion, seconded by Mrs. Puckorius, to adopt the agenda of the regular meeting held February 27, 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. Wright made a motion, seconded by Mrs. Puckorius, to approve the minutes of the regular meeting held January 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. Dr. Stephens stated that Jerry DeJonge's retirement reception will take place tomorrow from 3-5 p.m. at the PSA and that SFSC Employee Wellness Day will be held Friday from 9 a.m. – 3 p.m. in the University Center.

2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITION

2.1 New Employee Introductions

Employee	Position	Supervisor	Hired
Denise Carden	Maintenance Clerk	Cheryl Arpasi	01/09/13
Jannice Pantoja	Institutional Planning and Assessment Specialist	Christopher van der Kaay	01/02/13
Rodger Smith	Instructor, Psychology	Michele DeVane	01/02/13

3.0 PUBLIC COMMENT

4.0 PRESENTATION

5.0 CONSENT AGENDA ACTION ITEMS

5.1 Personnel Actions

Approved a list of appointments, full-time career staff; resignations/terminations; reappointments, President's immediate staff, 2013-14; and adjunct faculty for the 2012-2013 academic year as needed. **(EXHIBIT "A")**

5.2 Agreement and Contracts

5.2.1 Approved the renewal of a service contract with Nebraska Book Company for one year. **(EXHIBIT "B")**

5.2.2 Approved entry into a new affiliation agreement with Dr. Theodore Baker of Sebring to provide supervised learning experiences in the care of dental patients. **(EXHIBIT "C")**

5.2.3 Approved entry into a new affiliation agreement with Dr. Max Forni of Lake Wales to provide supervised learning experiences in the care of dental patients. **(EXHIBIT "D")**

5.2.4 Approved the renewal of an annual educational services agreement with the University of South Florida to provide a Small Business Development Center (SBDC) at South Florida State College. **(EXHIBIT "E")**

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 December 2012. **(EXHIBIT "F")**

5.4.2 Property Deletion and Disposal

Approved the deletion and disposal of items presented from property records in the amount of **\$8,005.62. (EXHIBIT "G")**

Mr. Lambert made a motion, seconded by Mr. Bryan, to approve the Consent Agenda, Items 5.1 through 5.4.2 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.**

The Board members would like to have Mr. Erik Christensen to give a presentation on eBooks.

6.0 PLANNING AND POLICY ISSUES

7.0 ACADEMIC AND STUDENT MATTERS

8.0 PURCHASING AND OTHER ACTION ITEMS

8.1 SFSC BOARD ATTORNEY

SFSC Board Attorney, Andrew B. Jackson, passed away January 29, 2013. The college will begin the process of selecting his replacement. **(EXHIBIT "H")**

Mrs. Puckorius made a motion, seconded by Dr. Kirschner, to appoint Mr. Joe Wright to assist with the review and recommendation of a Board attorney for the college. 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 ARCHITECTURAL FIRM REQUEST FOR QUALIFICATIONS (RFQ)

Mr. Lambert made a motion, seconded by Mr. Wright, to appoint Mr. Tim Backer and Mrs. Lana Puckorius to assist college administration with the review and ranking of architectural firms for the firefighting and fire science technology remodeling and renovation project. 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. (EXHIBIT "I")**

9.0 REPORTS

9.1 Facilities

9.2 Resource Development

9.2.1 (I) Grant Funded

AVID i3 Project – Building Rural Education Pathways

US Dept. of Education through Advancement Via Individual Determination (AVID) \$250,000

(II) Donations and Pledges

The South Florida State College Foundation, Inc. received donations and pledges in the amount of **42,775.02** from January 1, 2013 through February 12, 2013.

9.3 Financial Report

Financial graphs and a summary report through the month of December 2012 were presented as information items. **(EXHIBIT "J")**

9.4 President's Report

1. Dr. Stephens discussed the options for Phase III of the Sebring Parkway Project near College Drive.
2. Dr. Stephens asked Mr. Lambert and Mrs. Cullens to report on the Presidential Search Screening Committee workshop that took place Tuesday. Mr. Lambert commended Mrs. Hale for her work with the application process. He also thanked Mrs. Cullens and Dr. Stephens for their screening committee member selections. Mr. Lambert stated that Dr. Jeff Hockaday, consultant, was pleased with the work of the committee and that 12 candidates were chosen to move forward in the selection process.

Mrs. Cullens stated that Dr. Hockaday has talked with several of the 12 candidates and they are very excited. He also stated that the process is going well, leading from strength. Mrs. Cullens stated that the video process is next and commended Mr. Lambert on his leadership as committee chair.

Mrs. Hale stated that the twelve candidates chosen to move forward were notified of the video presentation timeline. The videos are due by Thursday, March 7th. They should be available for committee members to review on Friday, March 8th. The remaining 36 applicants were also notified. Information of the twelve applicants selected has been placed on the college website under Presidential Search, and a press release was prepared.

3. Dr. Stephens presented copies of the preliminary presidential search candidate visits schedule. The Presidential Search Steering Committee is scheduled to meet Friday to make any necessary adjustments.

After further discussion, the Board decided that a special Board meeting is needed prior to the March 27 regular meeting. The Board will meet Tuesday, March 19th at 1:30 p.m. in the Highlands Campus Boardroom with Dr. Jeff Hockaday.

4. Dr. Stephens shared the schedule for next week's meetings with the SACS visiting team. The Board members are welcome to attend.
5. Dr. Stephens discussed enrollment numbers for the Fall term.
6. Dr. Stephens reported that he is meeting with Dr. Revell and Dean Andrews to discuss the student event with Bill Cosby on March 25.
7. Dr. Stephens reminded Board members of the 4th Annual SFSC Panther 5K taking place Saturday, March 2 at 7:30 a.m. on the Highlands Campus. Dean Appelquist stated that 157 participants have pre-registered.
8. Dr. Stephens shared a map of the Highlands Campus indicating the location of the fire science building and where laboratory equipment would be placed.
9. Dr. Stephens reported that Chancellor Randy Hanna was very complimentary of the college's Professional Development Day that took place February 18th.

10. Dr. Stephens stated that Chancellor Hanna asked that SFSC look into the possibility of offering an agriculture program in partnership with Ava Maria University Prep.

9.5 Board Attorney's Report

9.6 Board Members' Reports

Mr. Bryan stated no report.

Dr. Kirschner stated no report.

Mr. Backer stated no report.

Mr. Wright stated no report.

Mrs. Puckorius stated no report.

Mr. Lambert stated no report.

Mrs. Rider stated that the recent conferences in Tallahassee and Washington, DC were very informational.

9.7 Board Chair Report

Mrs. Cullens stated that in the Winter 2013 edition of *Trustee Quarterly* magazine, SFSC was recognized as having received a \$900,000 grant from the National Science Foundation to prepare students for jobs in the advanced biofuels industry. Mrs. Cullens also thanked the Board members who attended yesterday's Presidential Search Screening Committee workshop and tonight's Board meeting.

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 6:48 p.m.