

**MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
SEPTEMBER 25, 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. Teresa Crawford Mrs. Deborah Latter Mr. Glenn Little
Mrs. Lindsay Lynch Dr. Mike McLeod Dr. Leana Revell
Dr. Chris van der Kaay Ms. Jane Hancock Dr. Deborah Fuschetti
Dr. Michele Heston Mrs. Michele DeVane Mrs. Becky Sroda
Ms. Courtney Green Ms. Cindy Kinser Dr. Tina Cardenas
Mr. Fernando Islas

Others Present: Students from the SFSC Hardee Panther Ambassador's organization

CALL TO ORDER

At 6:07 p.m., the regular meeting of the District Board of Trustees was called to order at the Hardee Campus by Board Chair, Mr. Joe Wright.

1.0 PRELIMINARY MATTERS

1.1 Adoption of Agenda

Mrs. Rider made a motion, seconded by Mr. Bryan, to adopt the agenda of the regular meeting held September 25, 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. Cullens made a motion, seconded by Mr. Lambert, to approve the minutes of the regular meeting held August 28, 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 with no changes.

2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITION

2.1 Student Celebration

Dr. Leitzel introduced Mrs. Crawford who introduced Mr. Fernando Isla, Student Services Advisor, Hardee Campus. He then asked the 6 student SGA officers of the Hardee Panthers Ambassadors organization to introduce themselves. A presentation on community service projects, student social events, recruiting events and a list of upcoming fall events was presented.

3.0 PUBLIC COMMENT

4.0 PRESENTATION

4.1 Baccalaureate Programs

Dr. Leitzel introduced Dr. Revell who gave a presentation on the college's proposed baccalaureate programs. *(EXHIBIT "A")*

5.0 CONSENT AGENDA ACTION ITEMS

5.1 Personnel Actions

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

5.2 Agreement and Contracts

5.2.1 Approved the renewal of a support service agreement with Pensacola State College, designated by Cisco Systems, Inc., as a Cisco Academy Support Center, to provide services to the SFSC Cisco Academy as presented. *(EXHIBIT "C")*

5.2.2 Approved a revised affiliation agreement with Diversicare Leasing Corporation D/B/A Hardee Manor Healthcare Center to provide clinical facilities to the SFSC Nursing program for student training experiences as presented. *(EXHIBIT "D")*

5.2.3 Approved a new facilities use agreement with Lake Glenada RV & Mobile Home Park to allow SFSC Community Ed to use the swimming pool for aquabics classes as presented. *(EXHIBIT "E")*

5.3 Grant Applications

5.3.1 From Boom Town to Present: An Oral History of Avon Park
Florida Humanities Council \$2,000

5.3.2 Tobacco Training and Cessation Program
Central FL Area Health Education Center, Inc., Nursing Ed \$2,000
Central FL Area Health Education Center, Inc., Dental Ed \$2,000

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 July 2013. *(EXHIBIT "F")*

5.4.2 Property Deletion and Disposal

Approved the deletion and disposal of items presented from property records in the amount of **\$8,856.94**. *(EXHIBIT "G")*

Mr. Bryan made a motion, seconded by Mrs. Puckorius, 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.**

6.0 PLANNING AND POLICY ISSUES

6.1 Policy Development

6.1.1 Policy 1.07 Alcohol and Drug-Free Campus and Workplace

Dr. Leitzel presented for discussion proposed changes to Policy 1.07 Alcohol and Drug-Free Campus and Workplace. *(EXHIBIT "H")*

Mrs. Puckorius made a motion, seconded by Mr. Lambert, to make additional changes to the policy and bring it back to the October 23 meeting. 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. Backer 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 Bachelor of Science in Elementary Education Program

Requested approval to submit a program proposal to the Florida College System and State Board of Education that will allow SFSC to initiate a Bachelor of Science in Elementary Education program effective fall 2014. *(EXHIBIT "J")*

Mrs. Cullens made a motion, seconded by Mrs. Puckorius, to approve the submission of a proposal to initiate a Bachelor of Science in Elementary Education program to the Florida College System 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.**

7.3 Bachelor of Science in Nursing Program

Requested approval to submit a program proposal to the Florida College System and State Board of Education that will allow SFSC to initiate a Bachelor of Science in Nursing program effective fall 2014. *(EXHIBIT "K")*

Mr. Lambert made a motion, seconded by Mrs. Rider, to approve the submission of a proposal to initiate a Bachelor of Science in Nursing program to the Florida College System 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 Interlocal Agreement and Roadway Easement with Highlands County

Following a detailed presentation from Vice President Glenn Little, approval was requested to enter into an Interlocal Agreement with Highlands County to allow alignment of the intersection of College Drive and Memorial Drive. *(EXHIBIT "L")*

Dr. Kirschner made a motion, seconded by Mr. Backer, to approve entry into an Interlocal agreement with Highlands County to allow for realignment of the intersection of College Drive and Memorial 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

I. Grants Funded

Adult Education and Family Literacy English Literacy/Civics Education – Hardee County	
Florida Department of Education	\$21,654.00
Adult Education and Family Literacy English Literacy/Civics Education – Highlands County	
Florida Department of Education	\$23,082.00
Adults with Disabilities	
Florida Department of Education	\$170,000.00
National Farmworker Jobs Program	
Florida Department of Education	\$258,392.00
Rural and Sparsely Populated – Carl D. Perkins	
Florida Department of Education	\$91,072.70
Postsecondary Technical Education (132) Carl D. Perkins	
Florida Department of Education	\$173,738.00

II. Donations and Pledges

The South Florida State College Foundation, Inc. received donations and pledges in the amount of **\$53,523.02** from August 14, 2013 through September 10, 2013.

9.3 Financial Report

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

9.4 President's Report

1. Dr. Leitzel updated the Trustees on the Marketing Task Force initiatives and the sub-committees reports.
2. Dr. Leitzel stated that he had asked the SFSC Foundation Board and Mr. Appelquist to lead the charge for the college's 50th anniversary celebration in 2015.
3. Dr. Leitzel asked Mrs. Lynch to report on the \$1 million TAA grant to college was recently awarded.
4. Dr. Leitzel noted that the operational audit findings report had been sent to the Trustees.
5. Dr. Leitzel asked Dr. Revell to give an update on this year's dual enrollment process.
6. Dr. Leitzel asked Dr. van der Kaay to report on the graduation satisfaction survey. Dr. Leitzel will email a copy of the report to the Trustees.

9.5 Board Attorney's Report

Mrs. Karlson stated no report.

9.6 Board Members' Reports

Mr. Lambert stated no report.

Mrs. Rider stated no report.

Mr. Bryan would like to explore the possibility of the Trustees having an SFSC email account. He also asked for an eBooks update at next month's meeting.

Mrs. Cullens thanked Mrs. Crawford for hosting tonight's meeting. She also appreciated seeing the additional data presented.

Mrs. Puckorius stated that she has been nominated for a Director-at-Large seat on the ACCT Board of Directors. The election will be held at the 2013 ACCT Leadership Congress in Seattle in October. She stated that it was an honor to be nominated. She also stated that it would be a good opportunity for her to share information with the college.

Mr. Backer thanked Mrs. Crawford for hosting tonight's meeting and wished Mrs. Puckorius and Mr. Lambert a Happy Birthday.

Dr. Kirschner thanked Mrs. Crawford for hosting tonight's meeting.

9.7 Board Chair Report

1. Mr. Wright asked Mr. Lambert to cast the college's delegation vote, in his absence, at the ACCT Leadership Congress Conference in Seattle.

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2. Mr. Wright stated that the Highlands County Legislative Delegation will meet on Wednesday, October 30 from 2-4 p.m. in the commission chambers at the Highlands County Government Center in Sebring. Agenda items must be sent to Senator Grimsley's office by noon on October 15. He also stated that the Hardee County Delegation will meet October 2 from 9:30-11:30 a.m. in the Hardee County Commission Chambers and the DeSoto County Delegation will be October 2 from 1:30-4:00 p.m. in the DeSoto County Commission Chambers.
3. Mr. Wright shared that A Heartland Discussion with Governor Scott – *A Symbiotic Relationship of Education and Economic Develop*, will take place Thursday, October 3 from 6-8 p.m. at the Highlands Today Center in Sebring.
4. Mr. Wright stated that during the second day of the AFC Trustees Commission Conference held September 12-13, there was discussion on Developmental Education.
5. Mr. Wright congratulated Dr. Leitzel for his letter from Governor Scott who congratulated the college on being recognized by the *Washington Monthly* magazine.
6. Mr. Wright asked Dr. Leitzel to look at possible dates for a tour of the college's departments and programs for those Trustees who would like to attend.

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 8:46 p.m.