

**MEETING MINUTES  
SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES  
DECEMBER 10, 2014**

**Members Present:** Mr. Tim Backer  
Mr. Derren Bryan  
Mrs. Tami Cullens  
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

**Absent:** Dr. Louis H. Kirschner

**Staff Present:** Mr. Don Appelquist      Dr. Kimberly Batty-Herbert      Mr. Kevin Brown  
Mrs. Tammy Bush      Ms. Cindy Garren      Mrs. Anita Kovacs  
Mrs. Deborah Latter      Mr. Glenn Little      Dr. Lindsay Lynch  
Dr. Mike McLeod      Dr. Leana Revell      Mrs. Becky Sroda  
Dr. Chris van der Kaay      Mrs. June Weyrauch      Dr. Tim Wise  
Dr. Deborah Fuschetti      Ms. Irene Castanon

**Others Present:**

**CALL TO ORDER**

At 7:04 p.m., the regular meeting of the District Board of Trustees was called to order at the Highlands Campus by Board Chair, Mr. Ken Lambert.

**1.0 PRELIMINARY MATTERS**

**1.1 Adoption of Agenda**

**Mrs. Puckorius made a motion, seconded by Mrs. Rider, to adopt the agenda of the regular meeting held December 10, 2014 with the addition of Agenda Item #8.3 SFSC Vision Statement.** Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, 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. Wright, to approve the minutes of the regular meeting held November 5, 2014.** Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, 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 Employee Retirement**

**Mr. Backer made a motion, seconded by Mrs. Puckorius, to recognize the retirement of Robert (Bob) C. Barrie.** Mr. Barrie was presented with a retirement resolution at the Planning workshop held prior to the Board meeting. Those voting in favor of the motion were Mr. Backer, Mr. Byran, Mrs. Cullens, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote. (EXHIBIT "A")**

**2.2 New Employee Introductions**

The following new employees were introduced at the Planning workshop held prior to the Board meeting:

<b>Employee</b>	<b>Position</b>	<b>Supervisor</b>	<b>Hired</b>
Kellie Croft	Resource Development Assistant, Title III Project	Lindsay Lynch	09/08/14
John Rousch	Director, Adult Education	Michael McLeod	10/27/14

**3.0 PUBLIC COMMENT**

None

**4.0 PRESENTATION**

No presentation

**5.0 CONSENT AGENDA ACTION ITEMS**

**5.1 Personnel Actions**

Approved a list of appointments, adjunct faculty 2014-15, academic year as needed. **(EXHIBIT "B")**

**5.2 Agreement and Contracts**

None

**5.3 Grant Applications**

None

**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 2014. **(EXHIBIT "C")**

**5.4.2 Property Deletion and Disposal**

Approved the deletion and disposal of items presented from property records in the amount of \$23,422.27. **(EXHIBIT "D")**

**5.4.3 Vehicle Donation**

Accepted the donation of a 1996 Dodge Hightop "Kustom Creation" handicap van as presented. **(EXHIBIT "E")**

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**Mr. Wright made a motion, seconded by Mrs. Rider, 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, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

## **6.0 PLANNING AND POLICY ISSUES**

### **6.1 Policy Implementation**

#### **6.1.1 Policy 3.15 Admission to B.A.S., A.A., A.S., A.A.S., Certificate, or Special Courses/Programs**

Consideration of changes to Policy 3.15 Admission to B.A.S., A.A., A.A.S., Certificate, or Special Courses/Programs was presented.

**(EXHIBIT "F")**

**Mrs. Puckorius made a motion, seconded by Mr. Wright, to approve the changes to Policy 3.15 as presented.** Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

## **7.0 ACADEMIC AND STUDENT MATTERS**

### **7.1 Curriculum Proposals**

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

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

### **7.2 Fee Proposal**

Dr. Leana Revell introduced the fee proposals. **(EXHIBIT "H")**

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

### **7.3 2015-2016 Academic Calendar**

Dr. Leana Revell presented the proposed 2015-2016 Academic Calendar.

**(EXHIBIT "I")**

**Mr. Bryan made a motion, seconded by Mrs. Puckorius, to approve the 2015-2016 Academic Calendar as presented.** Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

## **8.0 PURCHASING AND OTHER ACTION ITEMS**

### **8.1 Submission of the SACSCOC Substantive Change Report**

Dr. Leana Revell requested the Board to approve the submission of the SACSCOC Substantive Change Report. **(EXHIBIT "J")**

**Mr. Wright made a motion, seconded by Mrs. Cullens, to approve the submission of the SACSCOC Substantive Change Report as presented.**

Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

**8.2 SFSC Mission Statement**

Dr. Leitzel presented the South Florida State College Mission Statement for affirmation. **(EXHIBIT "K")**

**Mrs. Cullens made a motion, seconded by Mrs. Rider, 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, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

**8.3 SFSC Vision Statement**

Dr. Leitzel presented for acceptance the South Florida State College Vision Statement presented by Mr. Wayne Johnson, president of World Design Marketing, at the Planning workshop held prior to the Board meeting.

*"A globally aware academic destination  
driving regional transformation  
through innovative collaboration."*

**Mrs. Puckorius made a motion, seconded by Mrs. Cullens, to accept the South Florida State College Vision Statement as presented.** Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

Dr. Leitzel commended those who participated in the vision process and acceptance of the Vision Statement.

**9.0 REPORTS**

**9.1 Facilities**

No report was presented.

**9.2 Resource Development**

Mr. Appelquist reported on a recently funded grant, donations, and pledges.

**I. Grant Funded**

**A. Health Services Grant**

Highlands County Health Services Authority \$10,000

**II. Donations and Pledges**

The South Florida State College Foundation, Inc. received donations and pledges in the amount of **\$18,473.02** from October 9 through November 10, 2014.

**9.3 Financial Report**

Mrs. Kovacs reported on the financial graphs and a summary of revenue and expenditures through the month of September 2014 as information items.

**(EXHIBIT "L")**

**9.4 President's Report**

Dr. Leitzel reported on the following college activities:

- A. Thanked Dr. McLeod for putting together the Veteran's Day event held at the Highlands Campus. He stated it was well attended. Dr. Leitzel also distributed a copy of a poem read by Sgt. Brian Long.
- B. Thanked Dr. Fuschetti for attending Board meetings. He stated that enrollment numbers look good and that we're working hard on student retention.
- C. Mr. Appelquist introduced Ms. Irene Castanon, Take Stock in Children Flight County Coordinator, and showed a recent i3 Program Flight video.
- D. Dr. Wise share information regarding the recently held College for a Day event.
- E. The Hardee Campus Ambassadors held a Hunger Drive event.
- F. The college has signed its first three student-athletes to its women's cross-country team.
- G. This year's Jacaranda Jubilee held on December 1<sup>st</sup> was a success.
- H. The SFSC Foundation Holiday Luncheon and *A Christmas Carol* Artist Series performance will be held December 11<sup>th</sup>.
- I. The Employee Holiday Luncheon will be held December 17<sup>th</sup> at 11 a.m. in the cafeteria.
- J. The Fall Commencement will be held December 18<sup>th</sup> in the Theatre for the Performing Arts at 6:45 p.m.
- K. Showed the college's Holiday Greeting video and thanked Debbie Latter, Summer Miller, and Christian Negron for their work.

**9.5 Board Attorney's Report**

Mrs. Karlson wished everyone a Merry Christmas and a Happy New Year.

**9.6 Board Members' Reports**

Mrs. Puckorius stated no report.

Mr. Backer wished everyone a Merry Christmas and a Happy New Year. He stated that he had purchased a TV on behalf of the Trustees to donate to the AFC Raffle to be held during the Employee Holiday Luncheon on December 17<sup>th</sup>.

Mr. Wright stated he was impressed with Tina Gottus' presentation regarding supply chain management logistics. He also stated that the Vision Statement accepted during the meeting reflected many collective thoughts and feels good about it.

Mrs. Cullens wished everyone a Blessed Christmas and a Happy New Year.

Mr. Bryan wished everyone a Merry Christmas and a Happy New Year. He enjoys being a member of the Board.

Mrs. Rider stated that her son is coming home for Christmas as he serves in the armed forces.

**9.7 Board Chair Report**

Mr. Lambert thanked the Trustees for their service.

**10.0 ADJOURNMENT**

There being no further business to come before the Board, the meeting adjourned at 8:00 p.m.