

**MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
APRIL 23, 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

Members Absent: Dr. Louis H. Kirschner

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	Dr. Mike McLeod	Mrs. Becky Sroda
Dr. Chris van der Kaay	Mrs. June Weyrauch	Ms. Sureka Flemming
Ms. Jane Hancock	Dr. Deborah Fuschetti	Mr. Rick Hitt
Mr. Andy Polk	Ms. Kim Crawford	Mr. Carlos Falla
Mr. Eddie Cuencas	Mrs. Melanie Jackson	Ms. Melanie Boulay
Mrs. Kim Hemler	Dr. Charlotte Pressler	Mrs. Cathy Futral
Mr. Adam Martin	Mrs. Deanne Shanklin	

Others Present: Mr. Mark Valero, Highlands Today Reporter

CALL TO ORDER

At 6:07 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. Puckorius, to adopt the agenda of the regular meeting held April 23, 2014 as recommended.

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. Backer, to approve the minutes of the regular meeting held March 26, 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 New Employee Introductions

The following new employees were introduced during the workshop held prior to the meeting.

Employee	Position	Supervisor	Hired
Bohlman, Brian	Instructor, Computer Networking Technology	Kinser, Cindy	03/24/14
Dean, Latisha	Staff Assistant II, Xcel-IT Program	Brown, Kevin	03/24/14
LaDue, Pamela Renee	Physical Plant Operations Specialist	Arpasi, Cheryl	03/03/14
Long, Chadwick	Coordinator, Recruitment and Retention	Alexander-Harvey, Annie	02/24/14
Morales, Denise	Staff Assistant I, Nursing Education	Heston, Michele	01/21/14

3.0 PUBLIC COMMENT

None

4.0 PRESENTATION

4.1 Student Life, Activities, Athletics, and Services

Dr. Leitzel introduced Ms. Annie Alexander-Harvey, dean, Student Services and thanked her for her 17 years of service with SFSC and wished her well in her upcoming retirement on June 30, 2014. Ms. Alexander-Harvey then introduced Mr. Andy Polk, coordinator, Student Life. Mr. Polk and employees of the college presented students from athletics, student clubs, and the Student Government Association. **(EXHIBIT "A")**

5.0 CONSENT AGENDA ACTION ITEMS

5.1 Personnel Actions

Approved a list of appointments, full-time career service staff; full-time professional staff; resignations; retirements; reappointments, full-time professional staff 2014-15; full-time career service staff 2014-15; and adjunct faculty 2013-14, academic year as needed. **(EXHIBIT "B")**

5.2 Agreement and Contracts

No agreements or contracts were presented.

5.3 Grant Applications

5.3.1 National Farmworker Jobs Program	Florida Department of Education	\$267,475
5.3.2 Postsecondary Education (Perkins Funding)	Florida Department of Education	\$165,680
5.3.3 Rural and Sparsely Populated Postsecondary Education (Perkins Funding)	Florida Department of Education	\$91,000
5.3.4 Adult General Education	Florida Department of Education	\$217,000
5.3.5 English Literacy/Civics Education	Florida Department of Education	\$43,000
5.3.6 Commercial Motor Vehicle Operator Safety Training Grant	U.S. Department of Transportation	\$90,000
5.3.7 Dental Services Grant	Highlands County Hospital District	\$15,000

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 March 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 **\$3,931.39**. **(EXHIBIT "D")**

Mr. Lambert made a motion, seconded by Mrs. Cullens, 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, 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 1.18 Substance Abuse Testing

Consideration to adopt a new Policy 1.18 Substance Abuse Testing was presented. **(EXHIBIT "E")**

Mr. Bryan made a motion, seconded by Mrs. Puckorius, to approve the adoption of Policy 1.18 Substance Abuse Testing 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. Leitzel introduced curriculum proposals. **(EXHIBIT "F")**

Mrs. Rider 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, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

7.2 Fee Proposals

Dr. Leitzel introduced fee proposals. *(EXHIBIT "G")*

Mr. Backer made a motion, seconded by Mrs. Puckorius, 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 Development and Implementation of Women's Cross Country Team

Mr. Rick Hitt, Athletic Director, presented a request to develop and implement a women's cross country team at South Florida State College. *(EXHIBIT "H")*

Mrs. Rider made a motion, seconded by Mr. Backer, to approve the development and implementation of a women's cross country team for fall 2015 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 Annual Equity Report Update

Dr. van der Kaay, Ms. Sureka Flemming, and Mrs. Susie Hale presented SFSC's Annual Equity Report Update for 2014. *(EXHIBIT "I")*

Mr. Backer made a motion, seconded by Mrs. Cullens, to accept SFSC's Annual Equity Report Update for 2014, and to authorize its submission to the Florida Department of Education 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.**

9.0 REPORTS

9.1 Facilities

No report was presented.

9.2 Resource Development

Due to a computer program upgrade, no report was presented this month. A two month report will be provided at the May Board meeting.

9.3 Financial Report

Financial graphs and a summary of revenue and expenditures through the month of February 2014 were presented as information items. *(EXHIBIT "J")*

9.4 President's Report

1. Dr. Leitzel distributed a copy of the college's 2014 Commencement program outline. Commencement will take place May 6, 2014 in the Theatre for the Performing Arts at 6:45 p.m.
2. Dr. Leitzel made a verbal request from faculty and the endorsement of administration, asking for the Trustees endorsement to present the family of

SFSC student, Ms. Lauren Phillips, an honorary AA degree at commencement. Ms. Phillips was a student athlete who was killed in an automobile accident in March. She was a member of the softball team. Those in favor of the request were Mr. Backer, Mr. Bryan, Mrs. Cullens, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **All were in favor.**

3. Dr. Leitzel reported on meetings with legislative delegation members to discuss the College's plans to apply for federal Farm Bill funding. The meetings included the Commissioner of Agriculture, Senator Grimsley and Representative Pigman. Representative Albritton will be informed privately as he was unable to meet personally.

FY 15 funding updates indicated increases in both the House and Senate's versions of the budget. Although nothing is certain at this point, early indications looked positive.

The administrative team is following several bills, including PECO funding, the Dream Act, Textbook Affordability, Collegiate High Schools, and Tech Centers becoming Tech Colleges. At present, Dr. Leitzel reported that there are no real surprises. He mentioned that new bachelor degree proposal submission is on hold.

9.5 Board Attorney's Report

Mrs. Karlson stated no report.

9.6 Board Members' Reports

Mrs. Puckorius stated that the Student Art Awards event held recently was terrific. Many types of art were displayed. She also enjoyed attending the recent Law Enforcement graduation.

Mr. Backer commented on the article that appeared in today's *Highlands Today* regarding scholarships. He thanked Dr. van der Kaay for his work on the Equity Report. Mr. Backer also thanked the college for the flowers and prayers his wife received after her recent surgery.

Mr. Bryan stated no report.

Mrs. Cullens reminded the Trustees of the SFSC Foundation Gala on Saturday night.

Mr. Lambert stated no report.

Mrs. Rider shared that due to a scholarship given by the Highlands County Bar Association, a student is able to pursue a college degree.

9.7 Board Chair Report

Mr. Wright stated that he had recently attended the SFSC Awards Day and Student Art Awards events. He was impressed at the amount of cash awards given at the Art Awards.

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 7:43 p.m.