

**MINUTES  
SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES  
FEBRUARY 26, 2014**

**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:**

<b>Staff Present:</b>	Ms. Annie Alexander-Harvey	Mr. Doug Andrews	Mr. Don Appelquist
	Dr. Kimberly Batty-Herbert	Mr. Kevin Brown	Mrs. Tammy Bush
	Mrs. Teresa Crawford	Mrs. Anita Kovacs	Mr. Glenn Little
	Mrs. Lindsay Lynch	Dr. Mike McLeod	Dr. Leana Revell
	Dr. Chris van der Kaay	Ms. Becky Sroda	Dr. Deborah Fuschetti
	Dr. Robert Flores	Ms. Jane Hancock	Mrs. Melanie Jackson
	Mrs. June Weyrauch	Ms. Courtney Green	

**Others Present:** Mrs. Barbara Kirschner

**CALL TO ORDER**

At 6:04 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**

**Mr. Backer made a motion, seconded by Mrs. Puckorius, to adopt the agenda of the regular meeting held February 26, 2014 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. Lambert made a motion, seconded by Mrs. Cullens, to approve the minutes of the regular meeting held January 22, 2014.** 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 Dr. Leitzel and Mrs. Bush to bring back to the March 26 Board meeting, a suggested alternative location for the August meeting as the June meeting is currently scheduled to be held at the DeSoto campus. They also asked that the dates of the September 24 meeting and the October 22 meeting be changed due to the Trustees Commission Conference scheduled for September 25-26 in Jacksonville and the ACCT Leadership Congress taking place October 22-25 in Chicago, IL.

**2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITION**

**2.1 Recognition and Introduction**

Dr. Leitzel thanked Mrs. Crawford and Mr. Colquitt for their assistance with the Board meeting. He also introduced and thanked Mrs. Weyrauch and stated that she will be assisting with the Board meetings going forward to run the electronic equipment.

**3.0 PUBLIC COMMENT – No public comment.**

**4.0 PRESENTATION**

**4.1 SFSC Mobile Application Presentation**

Dr. van der Kaay introduced Mrs. Jackson, who gave a PowerPoint presentation on the college's new Desire2Learn Mobile Application. She stated that the purpose of this mobile application is the enhance student engagement and retention/success by providing ready access to communication, teaching, and learning. **(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/terminations; retirements; reappointments, president's immediate staff, 2014-15; and adjunct faculty, 2013-14 academic year as needed. **(EXHIBIT "B")**

**5.2 Agreement and Contracts – No agreements or contracts.**

**5.3 Grant Applications – No 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 January 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 **\$23,781.72**. **(EXHIBIT "D")**

**5.4.3 Donation of a Model #57000DT1-1 Trencher**

The Peace River Electric Cooperative, Inc. donated a Model #57000DT1-1 Trencher to SFSC's Electrical Lineman Program at the Hardee Campus. Valued at \$400. *(EXHIBIT "E")*

Mrs. Cullens asked that a list of upper management employees in DROP and a timeline be provided to the Trustees.

Mrs. Puckorius stated that she will continue to review the warrants prior to the Board meeting, as she did this month.

**Dr. Kirschner made a motion, seconded by Mrs. Puckorius, 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 – None**

**7.0 ACADEMIC AND STUDENT MATTERS**

**7.1 Curriculum Proposals**

Dr. Revell introduced curriculum proposals. *(EXHIBIT "F")*

**Mrs. Puckorius made a motion, seconded by Mr. Backer, 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 Fee Proposals**

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

**Mrs. Puckorius made a motion, seconded by Dr. Kirschner, to approve the fee 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.**

**7.3 Development and Implementation of Women's Cross Country Team**

Dr. Revell presented a video presentation of Athletic Director, Rick Hitt, that included a brief media presentation to introduce women's cross country for fall 2015 and discussed how this sport could be implemented at the college. A written proposal was distributed to the Trustees. Coach Hitt was not able to attend the meeting as the baseball team was playing away. *(EXHIBIT "H")*

**Mr. Lambert made a motion, seconded by Mrs. Cullens, to table the request as presented and asked for an analysis from administration to further explore the possibility of a men's team as well and to hold a workshop.** 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 Proposals (RFP) 13-05 SFSC Banking Services and Merchant Services

Mrs. Kovacs presented a request an award RFP 13-05 for SFSC Banking Services and Merchant Services. *(EXHIBIT "I")*

**Mrs. Rider made a motion, seconded by Mr. Backer, to approve Highlands Independent Bank to receive the award for RFP 13-05 Banking Services and Vantiv to receive the award for RFP 13-05 Merchant Services 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 – No report

### 9.2 Resource Development Donations and Pledges

The South Florida State College Foundation, Inc. received donations and pledges in the amount of **\$32,692.50** from January 1, 2014 through February 10, 2014.

### 9.3 Financial Report

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

### 9.4 President's Report

1. Dr. Leitzel thanked the "Great 8" Trustees for attending the AFC Trustees Legislative Conference held February 3-4, in Tallahassee. Many good reports were given at the conference.
2. Dr. Leitzel thanked the Trustees who attended the ACCT Community College National Legislative Summit in Washington, DC. February 10-13. The meeting with Congressman Rooney and his staff went very well. The conference was cut short due to bad weather.
3. Dr. Leitzel reported on the Florida College System Update. He and staff are carefully watching the FY15 Funding and the Performance Funding Proposal.
4. Dr. Leitzel stated that Mr. Wright will discuss the 2014 Farm Bill in his report.
5. Dr. Leitzel shared that Chancellor Hanna had recently commended SFSC's campus facilities for their great work to make our campus one of the most beautiful in the Florida College System.
6. Dr. Leitzel reported that the committee interviewing candidates for the Director of Cultural Program position is nearing its selection. Dean Andrews presented information about a student performance taking place March 11 at the Highlands Campus.
7. Dr. Leitzel stated that spring break will take place the week of March 17 and the college will be closed.

### 9.5 Board Attorney's Report

No report

**9.6 Board Members' Reports**

Mrs. Rider stated no report.

Mrs. Puckorius thanked Mr. Little for providing her with an electronic device for Board meetings.

Mr. Backer commended Mrs. Weyrauch on running the equipment at tonight's meeting. He thanked Mrs. Crawford for hosting the meeting and Dr. Flores for taking care of the college grounds and maintenance. Mr. Backer also stated that 2014 Professional Development Day offered a good program.

Dr. Kirschner thanked Mr. Little for providing him with an electronic device for Board meeting and with assistance setting it up.

Mr. Bryan stated no report.

Mrs. Cullens thanked the Trustees for their support at the AFC Trustees Legislative Conference held February 2-3 in Tallahassee. She also thanked Mrs. Crawford for hosting the meeting.

**9.7 Board Chair Report**

1. Mr. Wright stated that the presidential contract will need to be addressed in the near future. Mrs. Cullens stated that members of the Trustees Commission will meet Monday to discuss this topic.
2. Mr. Wright stated that he was very impressed with the "MOFAC Third Thursday" program. The program is excellent and well done.
3. Mr. Wright stated that the Trustees, Dr. Leitzel, and he had a good meeting with Congressman Rooney and his staff while attending the ACCT Community College National Legislative Summit, February 10-13, in Washington, DC. He then asked Mrs. Lynch to further explain the grant opportunity. She also distributed information for the Trustees review.

Dr. Leitzel stated that Mrs. Lynch will take the lead and he explained Dr. Batty-Herbert, Mr. Brown, and Mr. Appelquist's role in the grant application process.

**10.0 ADJOURNMENT**

There being no further business to come before the Board, the meeting adjourned at 8:20 p.m.