

**MEETING MINUTES  
SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES  
DECEMBER 9, 2015**

**Members Present:** Mr. Tim Backer  
Mr. Derren Bryan, Vice Chair  
Mrs. Tami Cullens  
Dr. Louis H. Kirschner  
Mr. Ken Lambert  
Mrs. Lana C. Puckorius  
Mrs. Kris Y. Rider, Chair  
Mr. Joe Wright  
Dr. Thomas C. Leitzel, President/Secretary  
Mrs. Pamela T. Karlson, College Attorney

**Staff Present:**

Mrs. Jamie Bateman	Mr. Kevin Brown	Mrs. Tammy Bush
Ms. Cindy Garren	Mrs. Susie Hale	Mrs. Anita Kovacs
Mrs. Deborah Latter	Mr. Glenn Little	Dr. Lindsay Lynch
Dr. Mike McLeod	Mrs. Becky Sroda	Dr. Sidney Valentine
Dr. Chris van der Kaay	Mrs. June Weyrauch	Dr. Tim Wise
Mrs. Deborah Milliken	Mr. Steve Ashworth	Dr. Michele Heston
Mr. Junior Gray	Dr. Deborah Fuschetti	

**Others Present:** Mrs. Barbara Kirschner

**CALL TO ORDER**

At 6:16 p.m., the regular meeting of the District Board of Trustees was called to order at the Highlands Campus by Board Chair, Mrs. Kris Y. Rider.

**1.0 PRELIMINARY MATTERS**

**1.1 Adoption of Agenda**

**Mrs. Cullens made a motion, seconded by Mrs. Puckorius, to adopt the agenda of the regular meeting held December 9, 2015.** 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 by unanimous vote.**

**1.2 Approval of Minutes**

**1.2.1 Regular Meeting Minutes**

**Mr. Backer made a motion, seconded by Mr. Wright, to approve the minutes of the regular meeting held October 28, 2015.** Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, and Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

**DECEMBER 9, 2015**

**Page 2**

**1.3 Review of Agenda Master Calendar**

The Agenda Master Calendar was reviewed with no changes. Dr. Leitzel reminded the Trustees of the Employee Holiday Luncheon to be held Wednesday, December 16 at 11:00 a.m. in the Joseph E. Johnson Student Center.

**2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITION**

**2.1 Employee Retirement Acknowledgements**

Due to a scheduling conflict, new employee introductions were moved to the January 27, 2016 meeting.

**3.0 PUBLIC COMMENT**

None

**4.0 PRESENTATION**

**4.1 Florida Blue Scholarship Presentation**

Dr. Leitzel introduced Mrs. Becky Sroda who stated that the 25 college students received scholarships from Florida Blue in the amount of \$17,785.00 for nursing, EMS, radiography, and dental students. Along with Dr. Deborah Milligan, Dr. Michele Heston, Mr. Steve Ashworth, and Mr. Junior Gray, the students were brought forward to receive their scholarship from Mrs. Tami Cullens, SFSC Trustee and a member of the Florida College System Foundation Board and Mrs. Jamie Bateman, Executive Director for Institutional Advancement for the SFSC Foundation, Inc.

**5.0 CONSENT AGENDA ACTION ITEMS**

**5.1 Personnel Actions**

Approved a list of appointments, resignations; and adjunct faculty 2015-16, academic year as needed. **(EXHIBIT "A")**

**5.2 Agreement and Contracts**

None

**5.3 Grant Applications**

**5.3.1 Educational Talent Search**

US Department of Education, Office of TRiO Programs \$1,150,000

**5.3.2 Beginning Farmer and Rancher Development Program**

US Department of Agriculture, Farm Bill Funding \$240,000

**5.4 Operational Actions**

**5.4.1 Monthly Accounts Payable/Payroll Warrant Summary**

Approved the monthly accounts payable/payroll warrant summary through October 2015. **(EXHIBIT "B")**

**5.4.2 Donation to MOFAC**

Accepted the donation of the Hurtado Goodnow Mound Artifact Collection from Nona Hurtado to SFSC MOFAC as presented. **(EXHIBIT "C")**

**5.4.3 Property Deletion and Disposal**

Approved the deletion and disposal of items presented from property records in the amount of \$9,507.40. **(EXHIBIT "D")**

DECEMBER 9, 2015

Page 3

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

## **6.0 PLANNING AND POLICY ISSUES**

### **6.1 Policy Implementation**

#### **6.1.1 Policy 1.10 Equal Opportunity**

Consideration of revisions to Policy 1.10 Equal Opportunity was presented. **(EXHIBIT "E")**

**Mr. Lambert made a motion, seconded by Mr. Backer, to approve the revisions to Policy 1.10 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.**

#### **6.1.2 Policy 5.23 Prohibited Discrimination**

Consideration of revisions to Policy 5.23 Prohibited Discrimination was presented. **(EXHIBIT "F")**

**Mrs. Puckorius made a motion, seconded by Mr. Wright, to approve the revisions to Policy 5.23 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.**

## **7.0 ACADEMIC AND STUDENT MATTERS**

### **7.1 Fee Proposals**

Dr. Valentine introduced the fee proposals. **(EXHIBIT "G")**

**Mrs. Cullens made a motion, seconded by Mr. Backer, 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.**

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

### **8.1 Purchase Card (P-Card) Provider Contract**

Vice President little presented a request to enter into a multi-year agreement with JPMorgan Chase Bank as presented. **(EXHIBIT "H")**

**Dr. Kirschner made a motion, seconded by Mrs. Puckorius, to approve entry into a new multi-year agreement with JPMorgan Chase Bank as presented.** Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, and Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

### **8.2 SFSC Mission Statement Affirmation**

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

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

**8.3 Strategic Plan Approval**

Dr. Leitzel presented the South Florida State College Strategic Plan 2016-2020 for approval. **(EXHIBIT "J")**

**Mrs. Puckorius made a motion, seconded by Mr. Backer, to approve the South Florida State College Strategic Plan 2016-2020 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 Financial Report**

Mrs. Kovacs reported on the financial graphs and a summary of revenue and expenditures through the month of September 2015 as information items. **(EXHIBIT "K")**

**9.2 Foundation Report**

Mrs. Bateman reported that the South Florida State College Foundation, Inc. had received donations and pledges in the amount of **\$34,742.22** from October 14 through November 10, 2015. She also reported on the number of active donors over a two year rolling time period; the average donation with a year-to-date comparison; and the number of new constituents and average donation 1/1/15-10/31/15 vs. 1/1/14-12/31/14.

Mrs. Bateman reported that the SFSC 50<sup>th</sup> Anniversary Commemorative Book should be available for purchase in the next two weeks through the Foundation Office.

**9.3 Grants Development and Federal Relations Report**

**I. Grants Development Report**

Dr. Lynch distributed and reviewed the Grants Development Report dated 12/9/15.

**II. Funded Grant Proposals**

Perkins Post-Secondary  
Florida Department of Education \$8,002.00

**III. Declined Grant Proposals**

None to report

**IV. Federal Legislative Report**

Dr. Lynch reported on the status of key higher education legislation.

**9.4 President's Report**

Dr. Leitzel reported on the following college activities:

1. Shared information discussed during the Highlands County Delegation Meeting held earlier today. The Governor's budget was released November 23.

2. SFSC Farmworker's Program received special recognition at the recent conference. Dr. Leitzel and Dr. McLeod commended Mary Hutzelman and Anita Kovacs for their assistance.
3. Shared slides from the 50<sup>th</sup> Anniversary Sock Hop held at the Lake Placid Center, November 7. This was the last community event celebrating the college's 50<sup>th</sup> Anniversary.
4. Additional events: AFC Annual Conference held November 11-13 in Orlando, included Trustees Commission meeting. Shared the commission awards SFSC received. SFSC Alumn, Forrest Max Gooding was the recipient of a LeRoy Collins Distinguished Alumni award. He was nominated by SFSC.
5. Thanked Dr. McLeod for hosting the Veterans Day event on the Highlands Campus. Thank you Veterans - We're a grateful nation and a grateful college.
6. Alumni Recognition and CMC Awards . . . . .
7. The SFSC Women's Cross Country team placed 25<sup>th</sup> in the nation.
8. Dr. Tim Wise reported on the SFSC's College for a Day event held November 20 on the Highlands Campus.
9. The Hardee Campus Ambassadors held a "Drive out Hunger" event.
10. Discussed the Partnership Project "It's A Gift" event held November 19. Shared the evening program honoring Alan Jay Wildstein and the Wildstein Family. Showed a video sent from Congressman Rooney.
11. Reminded Trustees of 2015 Fall Commencement taking place December 17.
12. Spring classes begin January 6, 2016.
13. Presented the SFSC Holiday Greeting video.

**9.5 Board Attorney's Report**

Mrs. Karlson commended Dr. Leitzel for his proactive work to make the necessary revisions to Policy 1.10 Equal Opportunity and Policy 5.23 Prohibited Discrimination so quickly. She stated that it is a pleasure to work with Dr. Leitzel. Mrs. Karlson wished everyone a Merry Christmas and a Happy New Year. She'll be attending the upcoming Midtown Men performance and commencement.

**9.6 Board Members' Reports**

Mrs. Puckorius wished everyone a Blessed Christmas and a Joyous New Year. She enjoys her role as a Trustee of the college.

Mr. Backer stated that he recently attended an Advisory Committee meeting and dinner. He also suggested that the name on Building I be changed from Data Processing to Information Technology (IT).

Dr. Kirschner wished everyone a Merry Christmas and a Happy New Year.

Mr. Lambert wished everyone a Merry Christmas and a Happy New Year. He also stated he is looking forward to soon attending his two son's graduation from UF.

Mr. Wright wished everyone a Merry Christmas and a Happy New Year.

Mrs. Cullens wished everyone a Blessed Christmas. She views employees of the college as family and supports the students, President, and Trustees.

Mr. Bryan wished everyone a Merry Christmas and a Happy New Year.

**DECEMBER 9, 2015**

**Page 6**

**9.7 Board Chair Report**

Mrs. Rider stated that the AFC annual meeting and conference held in Orlando was great. She enjoyed the presentations and time with the Governor. She stated that the Lady Panthers Cross Country team members were lovely young ladies. Mrs. Rider commended Ms. Garren for her work with the Nutcracker performance. The performance was first class. She wished everyone a Merry Christmas.

**10.0 ADJOURNMENT**

There being no further business to come before the Board, the meeting adjourned at 8:21 p.m.