

**MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
JANUARY 27, 2016**

Members Present: Mr. Tim Backer
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

Members Excused: Mr. Derren Bryan, Vice Chair

Staff Present:	Mrs. Jamie Bateman	Dr. Kimberly Batty-Herbert	Ms. Tammy Bush
	Ms. Cindy Garren	Mrs. Deborah Latter	Mr. Glenn Little
	Dr. Lindsay Lynch	Dr. Mike McLeod	Mrs. Becky Sroda
	Dr. Sid Valentine	Dr. Chris van der Kaay	Mrs. June Weyrauch
	Mrs. Michele DeVane	Mrs. Linda Dobson-Hacker	Dr. Deborah Fuschetti
	Dr. Maday Leon		

Others Present: Mr. Alan Jay Wildstein

CALL TO ORDER

At 6:02 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

Mr. Backer made a motion, seconded by Mr. Wright, to adopt the agenda of the regular meeting held January 27, 2016. Those voting in favor of the motion were Mr. Backer, 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 Planning Workshop Minutes

Mrs. Puckorius made a motion, seconded by Mr. Wright, to approve the minutes of the planning workshop held December 9, 2015. Those voting in favor of the motion were Mr. Backer, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

1.2.2 Regular Meeting Minutes

Mr. Wright made a motion, seconded by Mrs. Puckorius, to approve the minutes of the regular meeting held December 9, 2015. Those voting in favor of the motion were Mr. Backer, 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 and the following changes were made: removed the February 11th SFSC Foundation Donor Appreciation Event. It will take place at a later date. The April 23rd SFSC Foundation Gala and Annual Meeting has been moved to April 30th.

2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITION

2.1 New Employee Introductions

Employee	Position	Supervisor	Hired
Linda Dobson-Hacker	Grants Development Specialist	Lindsay Lynch	09/01/15
Maday Leon	Lead Instructor, Elementary Education	Michele DeVane	01/04/16

2.2 Employee Retirement Acknowledgement

Mrs. Cullens made a motion, seconded by Mrs. Puckorius, to recognize the retirement of Mr. Richard D. Morey, for his 23 years of service to the college. Those voting in favor of the motion were Mr. Backer, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

3.0 PUBLIC COMMENT

Dr. Leitzel presented three aerial photos of the Wildstein Center, then introduced and welcomed Mr. Alan Jay Wildstein, who asked to come before the District Board of Trustees to express his family's appreciation for allowing the naming opportunity of the Theatre for the Performing Arts building on the Highlands Campus. Mr. Wildstein stated that his family is so proud. He also stated that he would enjoy speaking with potential donors in the future about how special the college made him feel.

4.0 PRESENTATION

No presentation

5.0 CONSENT AGENDA ACTION ITEMS

5.1 Personnel Actions

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

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5.2 Agreement and Contracts

None

5.3 Grant Applications

None

5.4 Operational Actions

5.4.1 Monthly Accounts Payable/Payroll Warrant Summary

Approved the monthly accounts payable/payroll warrant summary for November and December 2015. **(EXHIBIT "B")**

5.4.2 Donation to MOFAC

Accepted the donation of a painting by Ms. Mollie Doctrow to SFSC MOFAC as presented. The Fakahatchie Swamp painting is valued at \$1,300.00. **(EXHIBIT "C")**

5.4.3 Donation from SFSC to the Highlands County Sheriff's Office

Authorized the donation of two computers from the college to the Highlands County Sheriff's Office Jail as presented. **(EXHIBIT "D")**

5.4.4 SFSC Customer Billing List

Approved the addition of United Technologies Employee Scholar Program to the college's customer billing list to receive tuition to the program.

Mr. Backer made a motion, seconded by Mrs. Cullens, to approve the Consent Agenda, Items 5.1 through 5.4.4 as presented. Those voting in favor of the motion were Mr. Backer, 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 Proposal

Dr. Valentine introduced a curriculum proposal. **(EXHIBIT "E")**

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

7.2 2016-2017 Academic Calendar

Dr. Valentine presented the 2016-2016 SFSC Academic Calendar. **(EXHIBIT "F")**

Mrs. Puckorius made a motion, seconded by Mr. Lambert, to approve the SFSC 2016-2017 Academic Calendar as presented. Those voting in favor of the motion were Mr. Backer, 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 Affiliation Agreement – Adventist Health System/Sunbelt, Inc. d/b/a Florida Hospital Heartland Medical Center and Florida Hospital Wauchula

Dr. Leitzel presented a request to enter into a **new** affiliation agreement with Adventist Health System/Sunbelt, Inc. d/b/a Florida Hospital Heartland Medical Center and Florida Hospital Wauchula to provide facilities to students for clinical training experiences.

Mrs. Puckorius made a motion, seconded by Mrs. Cullens, to approve entry into a new affiliation agreement with Adventist Health System/Sunbelt, Inc. d/b/a Florida Hospital Heartland Medical Center and Florida Hospital Wauchula as presented. Those voting in favor of the motion were Mr. Backer, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

8.2 Affiliation Agreement – The Central Florida Area Health Education Center, Inc. (CFAHEC)

Dr. Leitzel presented a request to enter into a **new** affiliation agreement with The Central Florida Area Health Education Center, Inc. to facilitate efforts between the CFAHEC Program and SFSC's Dental Education Program, for the purpose of improving the knowledge level of tobacco related issues for nurses in training.

Mr. Wright made a motion, seconded by Mr. Backer, to approve entry into a new affiliation agreement with The Central Florida Area Health Education Center, Inc. Those voting in favor of the motion were Mr. Backer, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

8.3 Grant Application – Heartland Senior Games Mini-Grant

Dr. Leitzel presented a request for submission and acceptance, if funded, of the following described grant proposal.

Title:	Heartland Senior Games Mini-Grant
Source:	Florida Sports Foundation
Amount:	\$3,400.00
Description:	The grant will specifically fund print and billboard advertising as well as informational sessions at retirement communities.

Mrs. Puckorius made a motion, seconded by Mr. Backer, to approve the submission and acceptance, if funded, of the described grant proposal. Those voting in favor of the motion were Mr. Backer, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

8.4 Grant Application – Retired and Senior Volunteer Program (RSVP)

Dr. Leitzel presented a request for submission and acceptance, if funded, of the following described grant proposal.

Title:	Retired and Senior Volunteer Program (RSVP)
Source:	Corporation for National and Community Service
Amount:	\$44,534.00
Description:	This is a continuation of the current SFSC RSVP, which has been in place since 2007. The program places adults ages 55 and older volunteer service positions throughout the county.

The program focuses on Healthy Futures, which encompasses food security, elder care, engaging veterans in service, and disaster preparedness.

Mr. Backer made a motion, seconded by Mrs. Puckorius, to approve the submission and acceptance, if funded, of the described grant proposal. Those voting in favor of the motion were Mr. Backer, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

8.5 President's Annual Performance Review

Mrs. Rider reported that after reviewing Dr. Leitzel's evaluations submitted to Mrs. Pam Karlson, College Attorney, from the Trustees, she found that Dr. Leitzel had met and exceeded the performance indicators on which the evaluation was based. Mrs. Rider then asked for a motion to accept the extension of a three year continuing contract for Dr. Leitzel through June 30, 2019.

Mr. Lambert made a motion, seconded by Mr. Backer, to accept the evaluations results and extend a three year continuing contract for Dr. Leitzel through June 30, 2019. Those voting in favor of the motion were Mr. Backer, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

Mrs. Rider requested College Attorney Karlson work with staff to prepare the appropriate documents to reflect the Board's action.

Mrs. Karlson stated that she needed to be excused from the rest of the meeting as she had an appointment. She stated that she had no Attorney Report this month.

9.0 REPORTS

9.1 Financial Report

Vice President Little reported on the financial graphs and a summary of revenue and expenditures through the month of November 2015 as information items.
(EXHIBIT "G")

9.2 Foundation Report

Mrs. Bateman reported that the South Florida State College Foundation, Inc. had received donations and pledges in the amount of **\$156,687.80** from November 11, 2015 through January 12, 2016. 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 1/1/15-12/31/15 vs. 1/1/14-12/31/14.

Mrs. Bateman reported that 165 guests attended the Foundation Holiday Luncheon held December 10. She stated that the Donor Appreciation event scheduled for February 11, 2016 has been canceled and will be rescheduled. Mrs. Bateman also stated that the Take Stock in Children "Leaders for Life" (L4L) program awarded Ms. Sierra Pelham, a DeSoto County student a \$40,000 scholarship. Ms. Pelham was notified on Monday, January 25 during an event held on the Highlands Campus with TSIC staff, and SFSC administration and staff present. Mrs. Bateman commended

Ms. Irene Castanon, SFSC TSIC Flight County Coordinator, for her efforts with the event.

9.3 Grants Development and Federal Relations Report

I. Grants Development Report

Dr. Lynch distributed and reviewed the Grants Development Report dated 1/27/16.

II. Funded Grant Proposals

None

III. Declined Grant Proposals

Florida Partnership for Minority & Underrepresented Student Achievement
CollegeBoard Florida Partnership - \$18,670.00

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. It's 2016 – A New Year: new excitement, new momentum, new students, new challenges and new opportunities.
2. Male Minority Initiative information shared. Dr. Wise will take the lead on behalf of the college. Updates to come.
3. December college highlights: shared DeSoto County and Lake Placid Christmas parade photos; 2015 Meritorious awards announced at the Employee Holiday Luncheon on December 16; fall commencement on December 17.
4. SFSC enrollment situation: down 2 percent.
5. Long term strategy – the new strategic plan considers centers of excellence at all of our campus locations, very important to our regional outreach; and reconnecting with our Boards of Education and our secondary education providers.
6. Tallahassee News - Guns on Campus: SB 68 stopped at judiciary committee (Senator Diaz de la Portilla); FCS ask - \$85M in new recurring funding and \$20M in new money for Performance Funding.
7. Economic Forecast Briefing took place January 7th at the Sebring Civic Center in Sebring.
8. SFSC Professional Development Day will take place Friday, February 12 on the Highlands Campus. Focus: campus safety and economic poverty.
9. Opening day for softball and baseball on Friday, January 29.
10. Heartland Educational Consortium-Florida's Rural STEM Education Initiative event taking place on the Highlands Campus Saturday, February 13. Over 200 students anticipated to attend. Hosted by SFSC.
11. SFSC Brain Bowl Tournament – February 13 on the Highlands Campus
12. In the Works – Fire Science Tower/Facility Dedication – anticipated date March 23, late afternoon.
13. ACEN site visit presently occurring.
14. SFSC is an Aspen Prize Nominee Second Round finalist (along with 13 other FCS colleges) for the fourth time.

15. SFSC 50th Anniversary History publication has had binding issues. Expected be resolved soon.
16. Distributed a letter from the Governor and a memo which was completed in response to the Governor's questions. The Trustees endorsed the college's response. Dr. Leitzel will submit the document to Chancellor Pumariega.

9.5 Board Attorney's Report

Mrs. Karlson stated no report.

9.6 Board Members' Reports

Mrs. Puckorius suggested our future be referred to "the next 50 years."

Mr. Backer stated no report.

Dr. Kirschner stated no report.

Mr. Lambert stated no report.

Mr. Wright stated no report.

Mrs. Cullens stated no report.

9.7 Board Chair Report

Mrs. Rider stated that the recent AFC Trustees Legislative conference she attend was great. Mr. David Lowe gave an informative presentation. Ms. Karen Moore of Moore Communications held a seminar on rules for meeting and greeting legislators. Had good meetings with Senator Grimsley and Representative Pigman. She enjoyed the event held January 25 for Ms. Sierra Pelham. Mrs. Rider stated that she had attended the public forum held today for the ACEN site evaluators. She felt that the college had made a great impression on the evaluators.

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 7:22 p.m.