

**MEETING MINUTES  
SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES  
FEBRUARY 24, 2016**

**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

**Members Excused:**

<b>Staff Present:</b>	Mrs. Jamie Bateman	Mr. Kevin Brown	Ms. Tammy Bush
	Mrs. Susie Hale	Mrs. Anita Kovacs	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	Dr. Deborah Fuschetti	Mr. Curtis Ivey
	Ms. Lena Phelps	Mr. Michael Huften	Mrs. Cheryl Johns

**Others Present:** Mrs. Barbara Kirschner

**CALL TO ORDER**

At 5:02 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**

**Mrs. Cullens made a motion, seconded by Mrs. Puckorius, to adopt the agenda of the regular meeting held February 24, 2016.** 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 January 27, 2016.** 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. Dr. Leitzel announced that the Fire Science Dedication will take place March 23, prior to the DBOT Board meeting.

There is a possibility that two spring commencement ceremonies will be held due to the number of graduates walking in commencement. Mrs. Cullens stated that this year's ACCT Leadership Conference will be held the first week of October in New Orleans.

**2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITION**

**2.1 New Employee Introduction**

<b>Employee</b>	<b>Position</b>	<b>Supervisor</b>	<b>Hired</b>
Michael Huften	Coordinator, Criminal Justice	Curtis Ivy	01/19/16

**3.0 PUBLIC COMMENT**

**4.0 PRESENTATION**

Dr. Leitzel introduced Ms. Lena Phelps and Mrs. Cheryl John, faculty members and advisors of the SFSC Brain Bowl team. Ms. Phelps and Mrs. John brought members of the Brain Bowl team forward to meet the Trustees. They introduced themselves and shared information about the recent regional competition hosted by SFSC on the Highlands Campus. They will travel to Atlanta to compete in a national competition on Friday and Saturday.

**5.0 CONSENT AGENDA ACTION ITEMS**

**5.1 Personnel Actions**

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

**5.2 Agreement and Contracts**

Approved entry into a **new** affiliation agreement with Dr. Richard Wood, DMD, PA to provide facilities to the College's Dental Program students. **(EXHIBIT "B")**

**5.3 Grant Applications**

**5.3.1 Training Young Researchers in Agricultural Systems Technology**

USDA Food, Agriculture, Natural Resources, and Human Sciences Education and Literacy Initiatives - \$299,999.00

**5.3.2 2016-2017 Artist Matinee Series – *Murder on the Nile***

South Arts Blocked Booked Touring Grant Program - \$5,000.00

**5.3.3 Reimagining Agriculture Education in Florida's Heartland**

USDA – *Secondary Education, Two-Year Postsecondary Education, and Agriculture in the K-12 Classroom* (SPECA) Challenge Grants Program - \$50,000.00

**5.4 Operational Actions**

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

Approved the monthly accounts payable/payroll warrant summary for January 2016. **(EXHIBIT "C")**

**Mrs. Cullens made a motion, seconded by Mr. Wright, to approve the Consent Agenda, Items 5.1 through 5.4.1 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. Valentine introduced the curriculum proposals. **(EXHIBIT "D")**

**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.**

**8.0 PURCHASING AND OTHER ACTION ITEMS**

None

**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 December 2015 as information items.

**(EXHIBIT "E")**

Mrs. Rider expressed her appreciation to Mrs. Kovacs her many years of service to the college and wished her well. Her last day of employment with the college is February 29.

Vice President Little discussed the findings from a recent audit regarding the financial aid area – monitoring, access, and controls. He stated that changes have been implemented and controls have been tightened. We will continue to monitor access points and clear documentation will be used going forward.

**9.2 Foundation Report**

Mrs. Bateman reported that the South Florida State College Foundation, Inc. had received donations and pledges in the amount of **\$8,403.62** from January 13, 2016 through February 10, 2016. She also reported that the active donor report will be brought before the Trustees on a quarterly basis. In addition, Mrs. Bateman shared information on the active projects within the Foundation; SFSC Panther 5K on March 5<sup>th</sup>; SFSC Foundation on April 30; Foundation updates; and Commemorative books selling locations.

**9.3 Grants Development and Federal Relations Report**

**I. Grants Development Report**

Dr. Lynch distributed and reviewed the Grants Development Report dated 2/24/16.

**II. Funded Grant Proposals**

None

**III. Declined Grant Proposals**

None

**IV. Federal Legislative Report**

Dr. Lynch reported on the status of the federal budget and expected FY16 funding opportunities.

**9.4 President's Report**

Dr. Leitzel reported on the following college activities:

1. Professional Development Day took place February 12<sup>th</sup> on the Highlands Campus. The focus was on Economic Diversity and Campus Safety. A response plan for campus safety is on a fast-track and will start on the Highlands Campus. The SPD committee, Mrs. Hale, and her staff were commended for their efforts.
2. SFSC awarded 13 students in its honor program the Edward K. Roberts Book Scholarship, an award that helps students cover the cost of textbooks. The students were awarded a merit-based scholarship of a \$250 credit that can be used to purchase textbooks at the campus store on the Highlands Campus.
3. SFSC SGA students, dental students, and FFA students attended this year's Rally in Tally event.
4. A STEM Scholars Heartland Educational Consortium was held February 13 on the Highlands Campus. Approximately 250 students attended.
5. A Fire Science (tower and facility) Dedication will take place Wednesday, March 23, prior to the DBOT Board meeting. Invitations will be sent.
6. Mrs. Becky Sroda, Dean of Health Sciences, gave a report of the exit interview from the ACEN site visit that occurred the end of January. The college will get final word in mid-July.
7. SFSC 50<sup>th</sup> Anniversary History Publications are on sale. Copies can be purchased through the SFSC Foundation and campus sites.
8. Summarized business items from recent trips to ACCT Legislative Summit and a trip to Tallahassee.
9. Gun Bills: Campus Carry bill and Open Carry bill will not be heard by Senate Judicial Committee.
10. Should know the House and Senate allocation budgets by March 1.
11. Basic Law Enforcement Class 246 graduated February 22.
12. The first of three open house events will be held Thursday, February 25 from 4:30-6:00 p.m. in Building B on the Highlands Campus.
13. The Second Flex Session will begin March 3.
14. The Seventh Annual SFSC Panther 5K Run/Walk takes place March 5 on the Highlands Campus.
15. Due to illness, Jack Jones will replace Bobby Vinson scheduled to perform March 22 at the Alan Jay Wildstein Center for the Performing Arts. Refunds are available.

**9.5 Board Attorney's Report**

Mrs. Karlson reported that currently there are no legal or regulatory issues to discuss. She informed the Trustees of the upcoming Highlands County Bar Association Inaugural Scholarship Banquet to be held October 20, 2016 in Sebring.

Dr. Leitzel was asked to be the keynote speaker for the event. The major service project of the association is the granting of a scholarship each year through the SFSC Foundation. Approximately 200-250 legal members of the community are expected to attend.

**9.6 Board Members' Reports**

Mrs. Puckorius stated no report.

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.

Mr. Bryan stated no report.

**9.7 Board Chair Report**

Mrs. Rider stated that the AFC Trustees Commission Conference in Tallahassee and the ACCT Leadership Summit in Washington, D.C. were very good.

**10.0 ADJOURNMENT**

There being no further business to come before the Board, the meeting adjourned at 6:41 p.m.