



**SFSC
District Board of Trustees
Regular Meeting
December 7, 2016**

**Highlands Campus
1:00 p.m.**


**Derren Bryan, Chair
Tim Backer, Vice Chair
Tami Cullens
Louis Kirschner
Ken Lambert
Lana C. Puckorius
Kris Y. Rider
Joe Wright
Thomas C. Leitzel, President/Secretary**

1.0 *Call to Order and Preliminary Matters*



OFFICE OF THE PRESIDENT

Item 1.1

PRESENT TO BOARD: DECEMBER 7, 2016
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
FROM: THOMAS C. LEITZEL 
SUBJECT: ADOPTION OF AGENDA

It is recommended that the agenda of the regular meeting of December 7, 2016 be adopted.

SUGGESTED MOTION:
Move to adopt the agenda of the regular meeting of December 7, 2016 as presented.

**REGULAR MEETING AGENDA
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
HIGHLANDS CAMPUS
DECEMBER 7, 2016
1:00 P.M.**

- 1.0 Call to Order and Preliminary Matters
 - 1.1 Adoption of Agenda
 - 1.2 Approval of Minutes
 - 1.2.1 Regular Meeting – October 26, 2016
 - 1.3 Review of Agenda Master Calendar
- 2.0 Communications, Introductions, and Recognition
- 3.0 Public Comment
- 4.0 Presentation
 - 4.1 Florida Blue Scholarship Presentation
- 5.0 Consent Agenda Action Items
 - 5.1 Personnel Actions
 - 5.2 Agreements and Contracts
 - 5.2.1 Collegiate High School Agreement – DeSoto County
 - 5.2.2 Collegiate High School Agreement – Hardee County
 - 5.2.3 Collegiate High School Agreement – Highlands County
 - 5.3 Grant Applications
 - 5.3.1 Visit Florida’s Heartland – A Cultural Destination - \$ 5,000
 - 5.3.2 Visit MOFAC – A Tour of Florida’s Cultural Heritage - \$ 2,000
 - 5.4 Operating Actions
 - 5.4.1 Monthly Accounts Payable & Payroll Check Register
- 6.0 Planning and Policy Issues
 - 6.1 Policy Implementation
 - 6.1.1 Policy 5.16 Holiday, Overtime Pay, Compensatory Time, Call-In Pay and The Minimum Wage
- 7.0 Academic and Student Matters
 - 7.1 Curriculum Proposals
 - 7.2 Fee Proposals
 - 7.3 2017-2018 Academic Calendar
- 8.0 Other Action Items
 - 8.1 Mission Statement Affirmation
 - 8.2 Strategic Plan Approval
 - 8.3 Revision To The 2016-17 Salary Schedule
- 9.0 Reports
 - 9.1 Financial Report
 - 9.2 Foundation Report
 - 9.3 Grants Development and Federal Relations Report
 - 9.4 President’s Report
 - 9.5 Board Attorney Report
 - 9.6 Board Member Reports
 - 9.7 Board Chair Report
- 10.0 Adjournment



OFFICE OF THE PRESIDENT

Item 1.2.1

PRESENT TO BOARD: DECEMBER 7, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: MINUTES – REGULAR MEETING – OCTOBER 26, 2016

It is recommended that the minutes of the regular meeting held October 26, 2016 as presented and recorded in the Supplemental Minute Book, be approved.

SUGGESTED MOTION:

Move to approve the minutes of the October 26, 2016 regular meeting as presented.

**MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
OCTOBER 26, 2016**

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

Excused: Dr. Lindsay Lynch

Staff Present: Mrs. Jamie Bateman Mrs. Ashley Bennett Mr. Erik Christensen
Dr. Robert Flores Dr. Deborah Fuschetti Ms. Cindy Garren
Mrs. Courtney Green Mrs. Susie Hale Dr. Michele Heston
Mrs. Deborah Latter Mr. Glenn Little Ms. Melissa Lee
Mr. Keith Loweke Mr. Lynn MacNeill Mrs. Leah Sauls
Dr. Sidney Valentine Dr. Chris van der Mrs. June Weyrauch
Kaay
Dr. Tim Wise

Others Present: Mrs. Barbara Kirschner

CALL TO ORDER

At 1:01 p.m., the regular meeting of the District Board of Trustees was called to order at the Highlands Campus by Board Chair, Mr. Derren Bryan.

1.0 PRELIMINARY MATTERS

1.1 Adoption of Agenda

Mr. Lambert made a motion, seconded by Mr. Wright, to adopt the agenda of the regular meeting held October 26, 2016 with moving Item 5.1 to 8.3. 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

Mrs. Rider made a motion, seconded by Mrs. Cullens, to approve the minutes of the regular meeting held September 28, 2016 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.**

1.3 Review of Agenda Master Calendar

The Agenda Master Calendar was reviewed with no changes. Mrs. Cullens shared that the ACCT conference would be held in Las Vegas, NV in September 2017.

2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITIONS

None

3.0 PUBLIC COMMENT

None

4.0 PRESENTATION

Mrs. Courtney Green gave a presentation on the Adult Education Program. She provided a brief background of the program to the Board and shared the new initiatives of the Adult Education Program. Mrs. Puckorius asked if the program is serving the DeSoto jail and Mrs. Green replied that SFSC Adult Education Program does not currently serve DeSoto County. Mr. Wright inquired if there is a need for the citizen process. Mrs. Green indicated that there is a need, but SFSC only teaches the process to people in need of citizenship; we do not give the test. Mrs. Cullens asked if the college receives FTE for Adult Education. Dr. Leitzel stated that Adult Education is a substantial contributor to FTE generation.

5.0 CONSENT AGENDA ACTION ITEMS

5.1 Agreements and Contracts

5.1.1 Approved the new affiliation agreement with Gayle Obermayr, DDS as presented. **(EXHIBIT "A")**

5.1.2 Approved the new affiliation agreement with Stefani J. Allison, DMD as presented. **(EXHIBIT "B")**

5.1.3 Approved the new contract agreement with Sunshine Staffing of Highlands County, Inc. as presented. **(EXHIBIT "C")**

5.1.4 Approved the addendum to the dual enrollment agreement with Highlands County School Board as presented. **(EXHIBIT "D")**

5.2 Operational Actions

5.2.1 Monthly Accounts Payable/Payroll Check Register

Approved the monthly accounts payable/monthly payroll check register and summary through September 2016. **(EXHIBIT "E")**

5.2.2 Vehicle Disposal

Approved the disposal of College property as presented. **(EXHIBIT "F")**

Mrs. Cullens made a motion, seconded by Mr. Backer, to approve the Consent Agenda, Items 5.1 through 5.2.2 with moving Item 5.1 to Item

8.3. 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 "G")**

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

8.1 SFSC 2016-17 Revised Salary Schedule Proposal

Mr. Little gave the Board an overview of the Fair Labor Standards Act (FLSA) changes that will take effect December 1, 2016. SFSC proposes to amend the current Salary Schedule to adhere to the FLSA regulation. Mr. Little informed the Board that the college did make adjustments to the budget that the Board approved in June 2016 to cover overtime due to this new regulation. Mrs. Hale gave a presentation on the new overtime regulation and how SFSC plans to stay in compliance. Mrs. Rider asked about electronic timesheets. Mrs. Hale replied that SFSC does not currently have electronic timesheets. Mr. Little shared that the morale of the employees were considered heavily in planning the changes to the Salary Schedule. Mr. Lambert stated that others are facing the same issues as SFSC when making changes to salary schedules, position changes, and morale of their employees. **(EXHIBIT "H")**

Mr. Wright made a motion, seconded by Mrs. Puckorius, to approve the revised salary schedule 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.**

8.2 Policy Development: Policy 5.16

Dr. Leitzel asked the Board to consider the revision of Board Policy 5.16 to accompany the proposed revision to the 2016-17 Salary Schedule (Board Item 8.1). **(EXHIBIT "I")**

Mr. Backer made a motion, seconded by Mrs. Cullens, to table the consideration of the changes to Policy 5.16 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.**

8.3 Personnel Actions

Mr. Bryan presented the revised personnel recommendations to the Board.

Mr. Lambert made a motion, seconded by Mrs. Puckorius, to approve the personnel recommendations 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

Ms. Lee reported on the financial graphs and a summary of revenue and expenditures through the month of September 2016. Mr. Wright asked if the lottery money is behind schedule. Mr. Little stated that he is hoping to receive the lottery money by the end of October.

(EXHIBIT "J")

9.2 Foundation Report

Mrs. Bateman reported that the South Florida State College Foundation, Inc. had received donations and pledges in the amount of **\$5,116.43** from September 15 through October 11, 2016. Mrs. Bateman shared that the donor thank you Call-a-Thon was appreciated. The Foundation Board made contact with 123 donors. She shared that 11 new visits were made to potential new donors with the cookie calls. Out of the 11 visits that were made, two new potential donors inquired to know more about the college and how to be more involved. Mrs. Bateman announced that the November 8, 2016 Foundation Board meeting will be a Lunch n' Learn being hosted by the Nursing Department with the new SimMom. She also shared that the Foundation has their first Physician Society that Dr. Thakkar is chairing. The Foundation Newsletter is in the final draft and will be available via mail, e-mail, and website. Mrs. Bateman invited everyone to attend the Open House Renovations at the Jacaranda November 10th from 5-7 p.m.

9.3 Resource Development

I. Grants Development Report

Dr. van der Kaay reported on the Grants Development Report dated October 26, 2016 on behalf of Dr. Lynch who is attending conferences in Washington, D.C. Dr. van der Kaay shared that the Title V grant is SFSC's largest grant ever funded at \$4,854,615.00. Dr. Leitzel shared with the Board that a perfect score for this grant is 300 and Dr. Lynch scored 299 on her proposal that was funded. Mrs. Puckorius asked if students could only be Hispanic to benefit from this grant. Dr. van der Kaay replied that all students can benefit from the grant. Mr. Lambert requested talking points.

II. Funded Grant Proposals

A. Re-Engineering Our Future

U.S. Department of Education, Hispanic Serving Institutions STEM & Articulation \$4,854,615.00

B. Adult General Education (AGE) – Highlands County

Florida Department of Education \$217,863.00

C. EL/Civics Highlands County Florida Department of Education	\$43,544.00
D. EL/Civics Hardee County Florida Department of Education	\$23,642.00
E. Healthy Smiles for Highlands County Highlands County Health Services	\$12,000.00
F. Health Sciences Instructional Technology Request Adventist Health System	\$12,500.00

III. Declined Grant Proposals

Training Young Researchers in Agricultural Systems Technology USDA NIFA	\$299,999.00
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IV. Federal Legislative Report

No federal report presented.

9.4 President's Report

Dr. Leitzel reported on the following college activities:

1. Congratulated Mrs. Cullens on her ACCT Trustee election.
2. Shared Take Stock in Children received a gold certification for the 3rd year.
3. Announced that the AFC conference in Buena Vista, FL is November 2-4th.
At the AFC conference Rick Hitt will be inducted into the FCSAA Hall of Fame and Dr. Robert Flores will be inducted as the AFC President. Also our Open Educational Resources is a finalist for the Chancellor's Best Practice Award.
4. Shared that the default rate is down 3.4% from last year.
5. Shared Dr. Milliken's report on how the oral cancer screenings resulting in 11 referrals.
6. Highlighted MOFAC's meet the Artist.
7. Highlighted the College Connect Day that was hosted by SFSC for local high school counselors.
8. Shared the FUSE (USF) event that he, Dr. Valentine and Dr. van der Kaay attended at the USF campus. Dr. Leitzel signed an articulation agreement. Dr. van der Kaay gave a brief background on FUSE to the Board.
9. Announced that the Cross Country team will be going to Nationals again this year.
10. The Cultural Arts season starts November 5, 2016 with the free Phil Dirt show.
11. Updated the Board on the Sheriff agreement in DeSoto. Sheriff Wise did not wish to sign the inter-local agency agreement since DeSoto County will be getting a new sheriff. Dr. Leitzel with Mr. Backer's help will meet with the new DeSoto County Sheriff following the election. Mrs. Cullens shared that she sat at the lawyer's round table at the ACCT conference in New Orleans and she discussed with them the steps that SFSC took on getting agreements with our local law enforcement offices. Mrs. Rider shared she attend the safety summit at the ACCT conference in New Orleans and she discussed our sheriff agreement.

OCTOBER 26, 2016

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12. Shared that SFSC will be hosting the Great Florida Fire School, November 9 -13, 2016.

13. Announced the Veterans Day program will be November 11, 2016 at 10:45 a.m.

9.5 Board Attorney's Report

Mrs. Karlson stated no report. Mrs. Karlson welcomed Mr. Little back. She shared with the Board that Dr. Leitzel's presentation at the Highlands Bar Association banquet went extremely well and everyone enjoyed it.

9.6 Board Members' Reports

Mrs. Puckorius stated no report.

Mr. Backer wished Mr. Little a happy birthday and glad that he is well again.

Mr. Lambert stated no report.

Mr. Wright stated no report.

Dr. Kirschner stated he was glad to see Mr. Little well.

Mrs. Rider shared that the ACCT conference was out-standing with great speakers. She was able to share at the some of the round tables the great things that SFSC is doing. She encourage SFSC to court our high school guidance counselors. She suggested to Mrs. Bateman a Bar Society. She also wished everyone a happy Thanksgiving.

Mrs. Cullens wished everyone a happy Thanksgiving.

9.7 Board Chair Report

Mr. Bryan thanked Mrs. Cullens and Mrs. Rider for attending the ACCT conference. Mr. Bryan acknowledged all the good things that SFSC has achieved and asked that we continue to prepare for uncertainty and strive for greatness.

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 2:30 p.m.



OFFICE OF THE PRESIDENT

Item 1.3

PRESENT TO BOARD: DECEMBER 7, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: MEETING SCHEDULE AND REVIEW OF AGENDA MASTER CALENDAR

Information:

The Annual Board of Trustees Calendar identifies the activities, meetings, and issues directly affecting the Board throughout the year. Please review the calendar on page 13 and identify any additional items that should be listed, or any changes that might be necessary.

District Board of Trustees Agenda Master Calendar

NOVEMBER 2016	DECEMBER 2016	JANUARY 2017
<p>2-4 AFC Trustees Commission Meeting and Conference, Lake Buena Vista, FL</p> <p>12 Florida Hospital Gala</p> <p>28 Jacaranda Jubilee</p>	<p>6 FCS Trustee Webinar - System-level View of Funding</p> <p>7 Planning Workshop 10 AM, followed by Board Meeting, 1 PM, Highlands Campus</p> <p>8 Foundation Holiday Luncheon</p> <p>14 College Holiday Luncheon</p> <p>15 Fall Commencement</p> <p>17-1/1 Winter Break</p>	<p>25 Board Meeting, 1 PM Highlands Campus</p>
FEBRUARY 2017	MARCH 2017	APRIL 2017
<p>8 AFC Trustees Legislative Conference, Tallahassee</p> <p>13-17 ACCT National Legislative Summit, Washington, D.C.</p> <p>22 Board Meeting, 1 PM Highlands Campus</p> <p>24 Professional Development Day</p>	<p>13-19 Spring Break</p> <p>22 Board Meeting, 1 PM Highlands Campus</p>	<p>26 Board Meeting, 1 PM Highlands Campus</p>
MAY 2017	JUNE 2017	JULY 2017
<p>4 Spring Commencement</p> <p>24 Budget Workshop, 10 AM, followed by Board Meeting, 1 PM, Highlands Campus</p>	<p>21 Board Meeting, 1 PM Highlands Campus</p>	<p>26 Board Meeting, 1 PM Highlands Campus</p>
AUGUST 2017	SEPTEMBER 2017	OCTOBER 2017
<p>23 Board Meeting, 1 PM Highlands Campus</p>	<p>27 *Board Meeting, 1 PM Highlands Campus</p> <p style="background-color: yellow;">25-28 ACCT Annual Leadership Congress, Las Vegas, NV</p>	<p>25 *Board Meeting, 1 PM Highlands Campus</p>

New Addition

Tentative *

2.0 Communications, Introductions, and Recognitions

3.0 *Public Comment*

4.0 *Presentations*

5.0 Consent Agenda Action Items



OFFICE OF THE PRESIDENT

Item 5.0

PRESENT TO BOARD: DECEMBER 7, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: CONSENT AGENDA ACTION ITEMS

The following Consent Agenda is provided for your review. Any Consent Agenda item may be discussed or removed from the Consent Agenda at the request of any Board member. The actual agenda items with background information are provided in the related section of the Board Agenda. The following sections of the agenda are included in the Consent Agenda: Personnel Actions, Contracts/Agreements, Grant Applications and Operating Actions. Your consideration of the recommended action is appreciated.

SUGGESTED MOTION:
Move to approve the agenda items listed in the Consent Agenda.

	CONSENT AGENDA ACTION ITEMS	Page
5.1	Personnel Actions	20
5.2	Agreement and Contracts	
	5.2.1 Collegiate High School Agreement – DeSoto County	21
	5.2.2 Collegiate High School Agreement – Hardee County	22
	5.2.3 Collegiate High School Agreement – Highlands County	23
5.3	Grant Applications	
	5.3.1 Visit Florida’s Heartland – A Cultural Destination - \$5,000	24
	5.3.2 Visit MOFAC – A Tour of Florida’s Cultural Heritage - \$2,000	25
5.4	Operating Actions	
	5.4.1 Monthly Accounts Payable & Payroll Check Register	26



OFFICE OF THE PRESIDENT

Item 5.1

PRESENT TO BOARD: DECEMBER 7, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL

SUBJECT: PERSONNEL ACTIONS

It is recommended that the personnel items, as specified below, be approved:

- I. **APPOINTMENTS, ADMINISTRATIVE STAFF:**

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Mott, Asena	Director, DeSoto Campus	11/08/16
- II. **APPOINTMENTS, FULL-TIME PROFESSIONAL STAFF:**

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Davis, Daniel "Mike"	Program Specialist, Panther Youth Partners	11/01/16
- III. **RETIREMENTS:**

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Turke, Sandra	Benefits Coordinator	04/30/16
- IV. **RESIGNATIONS:**

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Dorsey, Amanda	Administrative Assistant II, Adult Education & Technical Dual Enrollment	11/11/16
Miller, Summer	College Recruiter	12/02/16
- V. **TERMINATIONS:**

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Bellamy, Emily	Administrative Assistant II, Controller	11/30/16
- VI. **ADJUNCT FACULTY, 2016-17, ACADEMIC YEAR AS NEEDED:**

<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Brastrom, Joy	Basic Home Comp/Social Media/Bus. Mgmt.	II
de la Paz, Elba	ESOL	III
Horne, Gwen	Criminal Justice	III
Hutchison, Milton	Truck Driving	IV
McDaniel, Ivan	English & Literature/Humanities	I
Napier, Tracy	Nursing (PN & CWE)	IIIB
Wiegert, Kimbra	Criminal Justice	III

SUGGESTED MOTION:
Move to approve the personnel recommendations as presented.



OFFICE OF THE PRESIDENT

Item 5.2.1

PRESENT TO BOARD: DECEMBER 7, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: COLLEGIATE HIGH SCHOOL AGREEMENT – DESOTO COUNTY

Approval is requested to **renew** the collegiate high school agreement between Desoto County School Board and South Florida State College for the purpose of providing dual enrollment opportunities to DeSoto County. This agreement renews annually.

SUGGESTED MOTION:

Move to approve the agreement DeSoto County School Board and South Florida State College as presented.




OFFICE OF THE PRESIDENT

Item 5.2.2

PRESENT TO BOARD: DECEMBER 7, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: COLLEGIATE HIGH SCHOOL AGREEMENT – HARDEE COUNTY

Approval is requested to renew the collegiate high school agreement between Hardee County School Board and South Florida State College for the purpose of providing dual enrollment opportunities to Hardee County. This agreement renews annually.

SUGGESTED MOTION:
Move to approve the agreement between Hardee County School Board and South Florida State College as presented.



OFFICE OF THE PRESIDENT

Item 5.2.3

PRESENT TO BOARD: DECEMBER 7, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: COLLEGIATE HIGH SCHOOL AGREEMENT – HIGHLANDS COUNTY

Approval is requested to **renew** the collegiate high school agreement between Highlands County School Board and South Florida State College for the purpose of providing dual enrollment opportunities to Highlands County. This agreement renews annually.

SUGGESTED MOTION:
Move to approve the agreement Highlands County School Board and South Florida State College as presented.

600 West College Drive, Avon Park, Florida 33825-9356 | 863-453-6661

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OFFICE OF THE PRESIDENT

Item 5.3.1

PRESENT TO BOARD: DECEMBER 7, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANT APPLICATION – VISIT FLORIDA’S HEARTLAND – CULTURAL
DESTINATION

Title: **Visit Florida’s Heartland – A Cultural Destination**
Source: Cultural, Heritage, Rural, and Nature Tourism Grant Program - Marketing
Amount: \$5,000
Description: SFSC Cultural Programs is requesting \$5,000 in marketing funding to support the promotion of the 2017-2018 series. Funds will be used to match up to \$5,000 of marketing expenses.

SUGGESTED MOTION:
Move to approve the submission and acceptance, if funded, of the described grant proposal.




OFFICE OF THE PRESIDENT

Item 5.3.2

PRESENT TO BOARD: DECEMBER 7, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANT APPLICATION – VISIT MOFAC – A TOUR OF FLORIDA’S CULTURAL HERITAGE

Title: **Visit MOFAC – A Tour of Florida’s Cultural Heritage**
Source: Cultural, Heritage, Rural, and Nature Tourism Grant Program - Education
Amount: \$2,000
Description: SFSC MOFAC is requesting \$2,000 to fund workshops, lectures, and other educational programming in 2017-2018.

SUGGESTED MOTION:
Move to approve the submission and acceptance, if funded, of the described grant proposal.



OFFICE OF THE PRESIDENT

Item 5.4.1

PRESENT TO BOARD: DECEMBER 7, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: MONTHLY ACCOUNTS PAYABLE/MONTH PAYROLL CHECK REGISTER

Summary information for disbursements for all funds through October is enclosed. Detailed information related to expenditures to date is available at any time in the College Business Office.

SUGGESTED MOTION:

Move to approve the monthly accounts payable/monthly payroll check register as presented.

Accounts Payable:								
	2016/2017 Checks		2016/2017 Electronic Payments		2016/2017 P-Card		2016/2017 Totals	
	No.	Amount	No.	Amount	No.	Amount	No.	Amount
July	279	\$264,601.15	110	\$1,283,706.63	373	\$201,676.52	762	\$1,749,984.30
Aug	160	218,421.90	198	937,898.65	778	347,204.32	1136	\$1,503,524.87
Sept	1505	1,830,284.44	211	806,075.87	659	298,056.70	2375	\$2,934,417.01
Oct	450	570,887.63	162	1,086,685.92	597	347,131.69	1209	\$2,004,705.24
Nov								
Dec								
Jan								
Feb								
March								
April								
May								
June								
Totals	2394	\$2,884,195.12	681	\$4,114,367.07	2407	\$1,194,069.23	5482	\$8,192,631.42

Payroll:								
	2016/2017 Checks		2016/2017 Electronic Payments				2016/2017 Totals	
	No.	Amount	No.	Amount			No.	Amount
July	22	\$28,776.87	424	\$817,976.84			446	\$846,753.71
Aug	20	35,223.88	379	766,414.96			399	\$801,638.84
Sept	11	20,944.99	401	797,355.56			412	\$818,300.55
Oct	18	21,819.32	455	846,126.13			473	\$867,945.45
Nov								
Dec								
Jan								
Feb								
March								
April								
May								
June								
Totals	71	\$106,765.06	1659	\$3,227,873.49			1730	\$3,334,638.55

Accounts Payable:						
	2015/2016			2016/2017		
	# Payments	Monthly Total	Cumulative Total	# Payments	Monthly Total	Cumulative Total
July	1,025	\$1,934,247.84	\$1,934,247.84	762	\$1,749,984.30	\$1,749,984.30
August	793	1,354,011.01	\$3,288,258.85	1,136	1,503,524.87	\$3,253,509.17
September	2,093	3,344,279.05	\$6,632,537.90	2,375	2,934,417.01	\$6,187,926.18
October	1,479	1,601,455.95	\$8,233,993.85	1,200	2,004,705.24	\$8,192,631.42
November	1,280	1,740,984.33	\$9,974,978.18			
December	1,262	1,206,295.68	\$11,181,273.86			
January	956	1,230,712.44	\$12,411,986.30			
February	1,799	2,990,407.07	\$15,402,393.37			
March	1,076	1,602,278.21	\$17,004,671.58			
April	1,125	1,418,435.93	\$18,423,107.51			
May	1,376	1,396,970.28	\$19,820,077.79			
June	978	1,642,132.21	\$21,462,210.00			
Totals	15,242	\$21,462,210.00		5,473	\$8,192,631.42	

Payroll:						
	2015/2016			2016/2017		
	# Payments	Monthly Total	Cumulative Total	# Payments	Monthly Total	Cumulative Total
July	540	\$895,772.59	\$895,772.59	446	\$846,753.71	\$846,753.71
August	400	825,834.92	\$1,721,607.51	399	801,638.84	\$1,648,392.55
September	426	841,336.48	\$2,562,943.99	412	818,300.55	\$2,466,693.10
October	470	876,711.85	\$3,439,655.84	464	867,945.45	\$3,334,638.55
November	430	989,940.76	\$4,429,596.60			
December	488	931,871.08	\$5,361,467.68			
January	462	847,139.64	\$6,208,607.32			
February	470	862,996.63	\$7,071,603.95			
March	485	869,927.13	\$7,941,531.08			
April	446	869,518.77	\$8,811,049.85			
May	474	906,460.80	\$9,717,510.65			
June	429	865,725.57	\$10,583,236.22			
Totals	5520	\$10,583,236.22		1721	\$3,334,638.55	

6.0 Planning and Policy Issues



OFFICE OF THE PRESIDENT

Item 6.1.1

PRESENT TO BOARD: DECEMBER 7, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: POLICY DEVELOPMENT: POLICY 5.16 HOLIDAY, OVERTIME PAY,
COMPENSATORY TIME, CALL-IN PAY AND THE MINIMUM WAGE

With the proposed revision to the 2016-17 Salary Schedule the Board Policy No. 5.16 needs to reflect the changes by adding Memorial Day as an approved holiday to section A and the words and non-exempt professional to Section B.

Board Policy 5.16 is provided in the accompanying page with the changes shown in red.

These changes to DBOT Policy 5.16, Holiday, Overtime Pay, Compensatory Time, Call-In Pay and The Minimum Wage are offered for your consideration as presented.

SUGGESTED MOTION:

Move to approve the changes to Policy 5.16 as presented.

**SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES POLICIES**

POLICY NO. 5.16

TITLE: HOLIDAY, OVERTIME PAY, COMPENSATORY TIME, CALL-IN PAY,
AND THE MINIMUM WAGE

LEGAL AUTHORITY: FLORIDA STATUTE 1001.64
DETERMINED BY DISTRICT BOARD OF TRUSTEES

OFFICE OF PRIMARY RESPONSIBILITY: VICE PRESIDENT FOR
ADMINISTRATIVE SERVICES/
HUMAN RESOURCES

The president is authorized to provide guidelines for the receipt of holiday pay, overtime pay, and a minimum wage rate per hour.

- A. The following recognized holidays are provided for employees of South Florida State College:
1. New Year's Day
 2. Martin Luther King Birthday
 3. Memorial Day
 4. Independence Day
 5. Labor Day
 6. Thanksgiving Day
 7. Christmas Day
 8. Such other days as specified in the college calendar approved annually by the Board of Trustees.
- B. Overtime pay, calculated at one and one-half times an employee's hourly rate for hours actually worked beyond 40 hours per week, shall be granted to career and non-exempt professional employees upon authorization of the president.
1. The hourly rate shall be determined by dividing the employee's annual salary by 2080 hours.

2. In those instances in which compensatory time is earned, it shall be scheduled to be taken within four months following the date it was earned and at a time approved by the immediate supervisor.
- C. If a full-time, regular employee is out one or more days during a work week (even if due to a covered sick day(s) or annual leave) and he or she works in excess of his or her normal working hours, he or she will be reimbursed for extra hours on a straight time basis only.
 - D. Eligible employees who work overtime may choose to be paid for it or to receive compensatory time off. Employee selecting to take compensatory time off shall be eligible for such compensatory time at the rate of one and one-half times the hours worked. Compensatory time off shall be taken within four months following the date it was earned and at a time approved by the supervisor.
 - E. Call-in pay: An employee, eligible for overtime or compensatory time, who has completed work and left the college premises, and who is later called in and reports to work before the start of the next regularly scheduled shift, shall be eligible for call-in pay and guaranteed three hours of work or pay even if the actual working time is less than three hours.
 1. The employee will be compensated at a straight-time rate (i.e., not at an overtime rate).
 2. The employee must complete a time sheet and indicate the day when call-in pay was earned. The time sheet must be approved by the immediate supervisor.
 3. An employee called into work earlier than normal, who remains to complete a shift, shall not be eligible for call-in pay.
 - F. The college shall endeavor to pay the minimum wage, subject to financial considerations, as established by the Fair Labor Standards Act.

HISTORY: Last Reviewed 6/27/12

Issued by District Board of Trustees: 8/10/84
Reviewed: 7/1/04, 7/1/07, 7/22/09, 6/27/12
Revised: 8/21/88, 9/26/01

7.0 Academic and Student Matters



OFFICE OF THE PRESIDENT

Item 7.1

PRESENT TO BOARD: DECEMBER 7, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: CURRICULUM PROPOSALS

Consideration of the following curriculum proposals is requested:

I. PROGRAM REVISION

Request approval to revise the following baccalaureate program to align with DOE's requirement changes; effective Fall 2017 (201810).

- **Elementary Education #7710 – BS**
 - Remove both common prerequisite courses (EDF 2085 Introduction to Diversity for Educators and EME 2040 Introduction to Technology for Educators) as program entrance requirements.

SUGGESTED MOTION:
Move to approve the curriculum proposals as presented.



OFFICE OF THE PRESIDENT

Item 7.2

PRESENT TO BOARD: DECEMBER 7, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: FEE PROPOSALS

Consideration of the following fee proposals is requested:

- I. **Request Approval to Revise Fees** – Added Basic Life Support / Cardiopulmonary Resuscitation Certification fee.

Course Prefix#	Course Title	Current Fee	Proposed Fee	Effective Term
HSC 0003C	Introduction to Healthcare	\$20.00	\$75.00	Spring 2017
HSC 1230C	Methods of Patient Care	\$85.00	\$140.00	Spring 2017
MLT 0043C	Basic Concepts of Phlebotomy	\$100.00	\$155.00	Spring 2017
NUR 1020C	Fundamentals of Nursing	\$1,150.00	\$1,205.00	Spring 2017

SUGGESTED MOTION:

Move to approve the fee proposals as presented.



OFFICE OF THE PRESIDENT

Item 7.3

PRESENT TO BOARD: DECEMBER 7, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: 2017-2018 ACADEMIC CALENDAR

Attached is the proposed 2017-2018 Academic Calendar. The proposed calendar has been reviewed by departments directly involved in providing student services, the Faculty Council, the Learning and Student Success Committee and the President's Council. The calendar has been coordinated to coincide as closely as possible with local school districts and meets the State required dates for beginning terms.

SUGGESTED MOTION:

Move to approve 2017-2018 Academic Calendar as presented.

2017-2018 ACADEMIC CALENDAR

Classes for community education, workforce training, and selected certificate programs are ongoing. Adult Education classes are open-entry and are offered year-round. Please check our Web site at www.southflorida.edu or with a counselor/advisor for the most current offerings. Dual enrollment students check with a high school counselor for beginning and ending dates.

South Florida State College	Academic Dates and Deadlines		
	Fall 2017	Spring 2018	Summer 2018
Regular Term (16 weeks)	Aug 18 - Dec 13	Jan 3 - May 2	May 7 - Jul 31
Priority date to apply for financial aid	April 17	October 16	March 15
Begin priority registration for students with over 40 hours	March 20	October 2	October 2
Begin registration for students with over 20 hours	March 27	October 9	October 9
Begin open registration	April 3	October 16	October 16
Priority date for SFSC Foundation Scholarships	June 15	October 16	March 15
Fee payment deadline	August 8*	December 7*	April 19*
Faculty return	August 14	January 2	-
Classes begin	August 18	January 3	May 7
Registration Ends (Last Day to ADD a Class)***	August 22	January 5	May 8
Final day to drop classes with refund or change audit status	August 25	January 10	May 11
Last day to apply for graduation	October 15	March 1	June 1
Last day to withdraw with a grade of W	October 24	March 19	June 27
Exam week**	December 7 - 13	April 26 - May 2	-
Last day of classes	December 13	May 2	July 31
Commencement	December 14	May 3	-
Grades due in Registrar's Office	December 14 (by Noon)	May 3 (by Noon)	July 31 (by Noon)
First Flex Session (8 weeks)	Aug 18 - Oct 13	Jan 3 - Feb 27	May 7 - Jun 18
Begin priority registration for students with over 40 hours	March 20	October 2	October 2
Begin registration for students with over 20 hours	March 27	October 9	October 9
Begin open registration	April 3	October 16	October 16
Fee payment deadline	August 8*	December 7*	April 19*
Classes begin	August 18	January 3	May 7
Registration Ends (Last Day to ADD a Class)***	August 22	January 5	May 8
Final day to drop classes with refund or change audit status	August 25	January 10	May 11
Last day to withdraw with a grade of W	September 21	February 5	June 1
Last day to apply for graduation	October 15	March 1	June 1
Exam week**	October 12 & 13	February 26 & 27	-
Last day of classes	October 13	February 27	June 18
Grades due in Registrar's Office	October 16 (by Noon)	February 28 (by Noon)	June 18 (by Noon)
Second Flex Session (8 weeks)	Oct 16 - Dec 13	Feb 28 - May 2	Jun 19 - Jul 31
Begin priority registration for students with over 40 hours	March 20	October 2	October 2
Begin registration for students with over 20 hours	March 27	October 9	October 9
Begin open registration	April 3	October 16	October 16
Fee payment deadline	August 8*	December 7*	April 19*
Last day to apply for graduation	October 15	March 1	June 1
Classes begin	October 16	February 28	June 19
Registration Ends (Last Day to ADD a Class)***	October 17	March 1	June 20
Final day to drop classes with refund or change audit status	October 20	March 7	June 22
Last day to withdraw with a grade of W	November 17	April 10	July 16
Exam week**	December 12 - 13	May 1 - May 2	-
Last day of classes	December 13	May 2	July 31
Grades due in Registrar's Office	December 14 (by Noon)	May 3 (by Noon)	July 31 (by Noon)
Third Flex Session (13 weeks)	Sep 11 - Dec 13	Jan 24 - May 2	
Begin priority registration for students with over 40 hours	-	-	
Begin registration for students with over 20 hours	-	-	
Begin open registration	August 23	January 8	
Fee payment deadline	August 28*	January 15	
Classes begin	September 11	January 24	
Registration Ends (Last Day to ADD a Class)***	September 12	January 25	
Final day to drop classes with refund or change audit status	September 15	January 30	
Last day to apply for graduation	October 15	March 1	
Last day to withdraw with a grade of W	November 3	March 27	
Exam week**	December 12 - 13	May 1 - May 2	
Last day of classes	December 13	May 2	
Grades due in Registrar's Office	December 14 (by Noon)	May 3 (by Noon)	
Limited Services Available			
Convocation	August 14	-	-
Staff Development Day	-	February 16	-
Holidays			
No classes - college closed	Labor Day - Sept 4		Memorial Day - May 28
*All Fridays of Summer B (June 29, July 6, 13, 20, 27, and Aug 3)	Thanksgiving - Nov 22-26	Martin Luther King - Jan 15	Independence Day - Jul 4
*Exceptions: Community Education, Workforce Training, and Adult Education	Winter Break - Dec 16-Jan 1	Spring Break - Mar 11-18	
* Fees due on day of registration after deadline date			
** Examination schedule for Arts and Science Division courses only. Please check course syllabi for all other divisions.			
***Add ends at midnight			

8.0 *Purchasing and Other Action Items*



OFFICE OF THE PRESIDENT

Item 8.1

PRESENT TO BOARD: DECEMBER 7, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: SFSC MISSION STATEMENT AFFIRMATION

According to The Principles of Accreditation set forth by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), Core Requirement 2.4 requires the College to have “a clearly defined, comprehensive and published mission statement that is specific to the institution and appropriate for higher education. The mission addresses teaching and learning and, where applicable, research and public service” (p.18). Additionally, Comprehensive Standard 3.1.1, states “The mission statement is current and comprehensive, accurately guides the institution’s operations, is periodically reviewed and updated, is approved by the governing board, and is communicated to the institution’s constituencies” (p. 25).

SUGGESTED MOTION:

Move to affirm the South Florida State College Mission Statement as presented.

Mission Statement

The function of our organization

South Florida State College is an open-access, higher education institution dedicated to providing a learning-centered environment through quality programs, training, and services. Working in partnership with organizations and communities, the college provides leadership and a comprehensive range of opportunities for the educational, cultural, and economic development of the service district.

The college assists the people of its service district DeSoto, Hardee, and Highlands counties regardless of economic, social, or educational background to achieve success in:

- completing an associate degree in preparation for pursuing a baccalaureate or other professional degree or credential;
- completing a baccalaureate degree, associate degree, or certificate related to career and technical preparation to enter the workforce or to improve career circumstances;
- completing college preparatory programs of study including those leading to the high school diploma;
- obtaining basic skills in literacy, numeracy, and citizenship to prosper as a contributing member of society;
- gaining personal, cultural, and global awareness, appreciation, and understanding needed in a complex contemporary society;
- pursuing advanced academic preparation and credentials available through partnerships with colleges and universities; and
- participating in the social, cultural, environmental, and economic development of the communities served by the college.

We believe in the worth of each of our students and, through all of our educational programs and services, we seek to develop human potential and to create brighter futures.



OFFICE OF THE PRESIDENT

Item 8.2

PRESENT TO BOARD: DECEMBER 7, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: SFSC STRATEGIC PLAN (2017-2021)

South Florida State College's (SFSC) strategic plan provides direction for prioritizing future initiatives, allocating limited resources, and providing a framework for defining the college's mission, vision, and goals. The plan represents a multifaceted strategy developed by a wide cross-section of the college's faculty and staff with guidance and input from numerous stakeholders.

This plan is organized into six Strategic Initiatives, which are determined to be core functions for achieving the college vision and mission.

The proposed SFSC Strategic Plan 2017-2021 is presented to the SFSC District Board of Trustees for review, discussion, and consideration.

SUGGESTED MOTION:

Move to approve the 2017-2021 SFSC Strategic Plan as presented.




OFFICE OF THE PRESIDENT

Item 8.3

PRESENT TO BOARD: DECEMBER 7, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: REVISION TO THE 2016-17 SALARY SCHEDULE

As recommended, the SFSC District Board of Trustees approved revisions to the 2016-17 Salary Schedule in October to ensure compliance with changes proposed by the U.S. Department of Labor. These changes were set to go into effect December 1, 2016 and included the reclassification of many professional level positions from exemption from overtime compensation to non-exempt status.

Recently, a federal judge ruled that the U.S.D.O.L. erred in making changes to the Fair Labor Standards Act and issued a preliminary injunction postponing the December 1 effective date of the new overtime rule. With the uncertainty of what the new wage level threshold for overtime exemption may become or if/when implementation of changes to the FLSA will occur, it is recommended that SFSC postpone implementation of the changes recommended in October indefinitely. A revised Salary Schedule for 2016-17 is recommended for approval effective December 1, 2016, providing for a return to exempt status for all professional level employees.

SUGGESTED MOTION:

Move to approve the revised 2016-17 Salary Schedule as presented.

9.0 Reports



OFFICE OF THE PRESIDENT

Item 9.1

PRESENT TO BOARD: DECEMBER 7, 2016

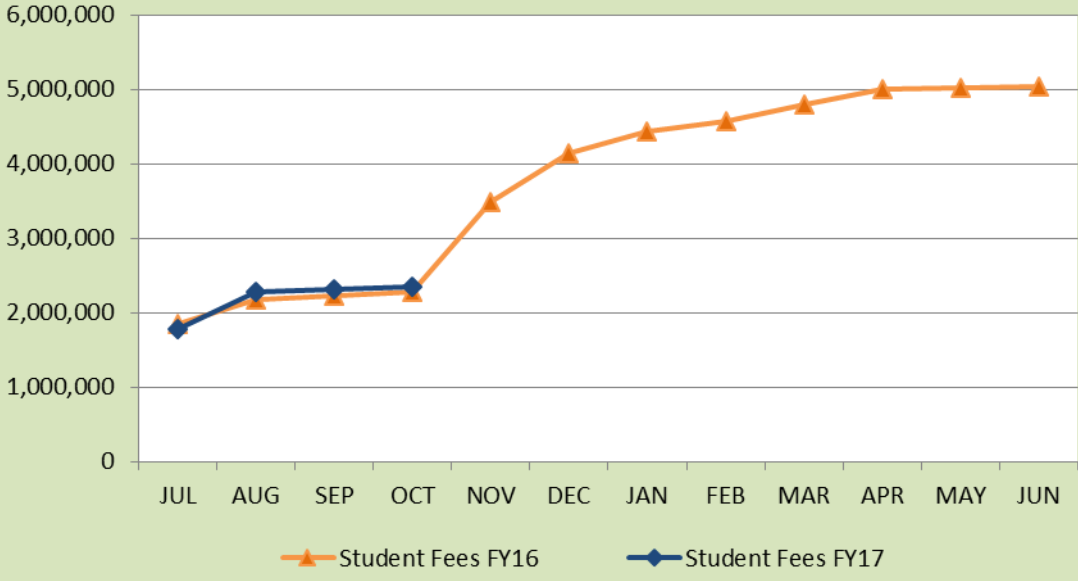
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

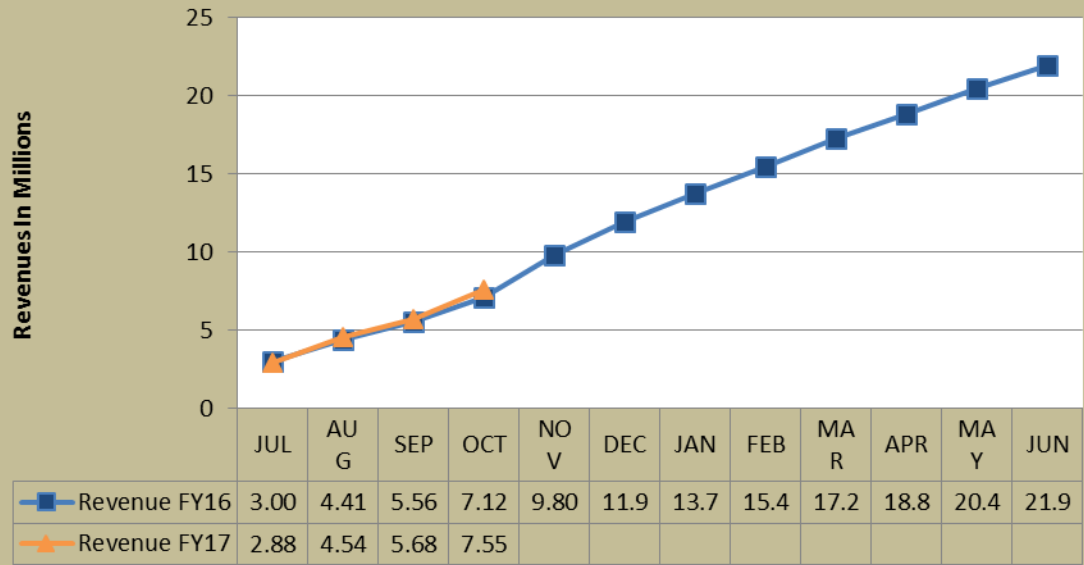
SUBJECT: FINANCIAL REPORT SUMMARY & GRAPHS – **INFORMATION ITEM**

Attached for your review are the graphs and a summary of revenues and expenditures of the College through October 2016.

**South Florida State College
Fund 1 Student Fee Revenue, FY 16 vs FY 17**

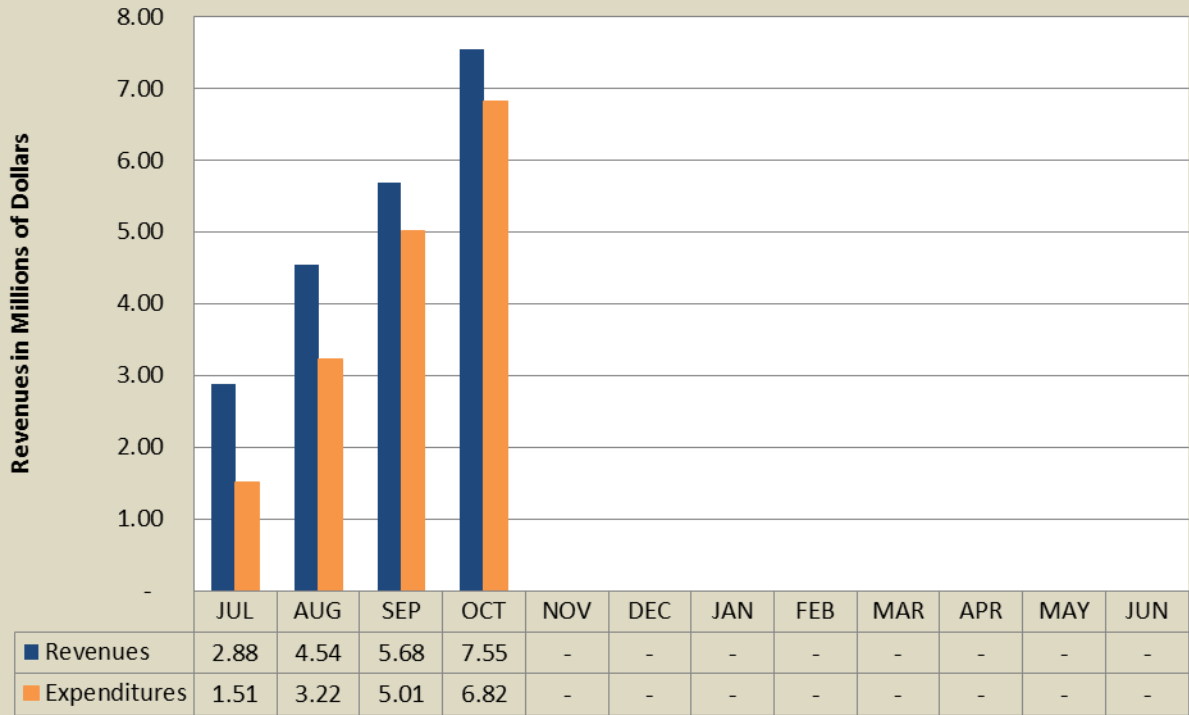


South Florida State College Fund 1 Total Revenue, FY 16 vs FY 17



■ Revenue FY16 ▲ Revenue FY17

South Florida State College Fund 1 Total Revenues & Expenditures FY 17



South Florida State College					
Revenue and Expenditures for Fund 1					
For Month Ended October 31, 2016					
Code	Account Title	Budget Amount	Amount	Difference	Percentage Collected/Spent to Date
401-403XX	Tuition and Out of State Fees	4,408,218.00	2,237,965.47	2,170,252.53	50.77%
404XX	Lab Fees	392,625.00	265,174.39	127,450.61	67.54%
408XX	Technology Fees	189,000.00	94,616.97	94,383.03	50.06%
405-407XX, 409XX	Other Student Fees	119,485.00	43,443.74	76,041.26	36.36%
41600	Grants and Contracts from Counties	100,000.00	25,000.00	75,000.00	25.00%
42110	FCSPF-General Revenue	11,732,171.00	3,970,257.00	7,761,914.00	33.84%
4215X	Performance Based Incentive	918,946.00	274,649.00	644,297.00	29.89%
42210	CO&DS Entitlement	1,100.00		1,100.00	0.00%
42610	FCSPF-Lottery	3,829,925.00	425,548.00	3,404,377.00	11.11%
429XX, 439XX	Indirect Costs Recovered	145,750.00	62,286.38	83,463.62	42.74%
44100	Cash Contributions	15,127.00	6,095.00	9,032.00	40.29%
46400	Use of College Facilities	85,600.00	20,161.82	65,438.18	23.55%
466XX, 467XX	Other Sales and Services	256,275.00	110,507.30	145,767.70	43.12%
48100	Interest and Dividends	4,500.00	2,329.24	2,170.76	51.76%
487XX, 489XX	Fines and Penalties/Miscellaneous	35,585.00	9,068.39	26,516.61	25.48%
49XXX	Transfers and Other Revenues	201,050.00	(845.98)	201,895.98	-0.42%
	Total Revenue	\$22,435,357.00	\$ 7,546,256.72	\$ 14,889,100.28	33.64%
51XXX	Management	1,703,811.00	560,956.39	1,142,854.61	32.92%
52XXX	Instructional	4,571,397.00	1,195,889.12	3,375,507.88	26.16%
53XXX	Other Professional	2,949,942.00	912,444.74	2,037,497.26	30.93%
54XXX	Career Staff	2,682,271.00	834,706.54	1,847,564.46	31.12%
56XXX	Other Professional-Instructional	1,114,885.00	263,767.23	851,117.77	23.66%
57XXX	Other Professional-Tech/Clerical/Trade	117,585.00	28,396.99	89,188.01	24.15%
58XXX	Student Employment	25,000.00	3,958.60	21,041.40	15.83%
58500	Employees Awards	11,500.00		11,500.00	0.00%
59XXX	Benefits	4,093,609.00	1,125,919.67	2,967,689.33	27.50%
	Total Personnel	\$17,270,000.00	\$ 4,926,039.28	\$ 12,343,960.72	28.52%
605XX	Travel	307,370.00	44,987.82	262,382.18	14.64%
61000	Freight and Postage	31,125.00	9,251.91	21,873.09	29.73%
615XX	Telecommunications	86,000.00	11,334.66	74,665.34	13.18%
62000	Printing	82,255.00	6,598.24	75,656.76	8.02%
625XX	Repairs and Maintenance	1,012,890.61	521,321.84	491,568.77	51.47%
63000	Rentals	157,765.00	48,184.96	109,580.04	30.54%
635XX, 637XX	Insurance	420,750.00	223,693.73	197,056.27	53.17%
640XX	Utilities	1,440,670.00	328,068.60	1,112,601.40	22.77%
645XX	Other Services	707,219.00	307,908.58	399,310.42	43.54%
64700	Grant Aid	4,280.00	1,359.00	2,921.00	31.75%
650XX	Professional Fees	240,150.00	31,245.07	208,904.93	13.01%
655XX	Education Office/Dept Material Supp	522,580.00	184,166.07	338,413.93	35.24%
657XX	Data Software	38,250.00	12,833.46	25,416.54	33.55%
66000	Maint/Construction Material/Supp	293,500.00	70,647.55	222,852.45	24.07%
665XX	Other Materials and Supplies	154,548.84	35,626.60	118,922.24	23.05%
670XX	Subscriptions/Library	50,100.00	16,725.93	33,374.07	33.39%
675XX	Purchases for Resale	50,505.00	7,079.09	43,425.91	14.02%
680XX	Scholarships	45,000.00	18,619.06	26,380.94	41.38%
69XXX	Transfers and Other Expenses	90,000.00	(883.56)	90,883.56	-0.98%
	Total Current Expenses	\$ 5,734,958.45	\$ 1,878,768.61	\$ 3,856,189.84	32.76%
706XX	Minor Equipment >1000<5000	32,000.00	15,207.90	16,792.10	47.52%
71000	Furniture and Equipment	20,000.00		20,000.00	0.00%
	Total Capital Outlay	\$ 52,000.00	\$ 15,207.90	\$ 36,792.10	29.25%



OFFICE OF THE PRESIDENT

Item 9.2

PRESENT TO BOARD: DECEMBER 7, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: FOUNDATION REPORT

I. Donations and Pledges to the SFSC Foundation, Inc.

The chart presented is a summary listing of all donations and pledges made to the SFSC Foundation since the October 2016 meeting of the College District Board of Trustees. The included dates are October 12, 2016 through November 15, 2016. The total amount being reported is **\$262,230.95**.

II. Foundation Update

- A. Newsletter with End-of-Year Annual campaign
- B. Foundation Lunch-n-Learn
- C. Jacaranda Open House
- D. Jubilee – Monday, November 28 at 6:30 p.m.
- E. Christmas Luncheon – Thursday, December 8 at 12:00 noon

South Florida State College Foundation, Inc
Gift Summary Report 10/12/16 - 11/15/16

Fund ID	Fund Description	Gift Count	Cash	Pledges	Other	Total
1000	Unrestricted	39	\$35,294.00	\$585.00	\$0.00	\$35,879.00
2000	Jacaranda Restoration Fund	1	\$6.00	\$0.00	\$0.00	\$6.00
5011	SFSC General Scholarship	6	\$91.00	\$0.00	\$0.00	\$91.00
5014	Joe Johnston/Bette McDearman Memor	1	\$20.00	\$0.00	\$0.00	\$20.00
5025	General Nursing Scholarship	1	\$0.50	\$0.00	\$0.00	\$0.50
5031	SFSC Community Fund	7	\$75.52	\$0.00	\$0.00	\$75.52
5032	SFSC Library Donations	3	\$35.00	\$0.00	\$0.00	\$35.00
5045	Athletic Booster Club	2	\$15.00	\$0.00	\$0.00	\$15.00
5058	Take Stock In Children - Ops	1	\$10.00	\$0.00	\$0.00	\$10.00
5095	Dental Programs	1	\$25.00	\$0.00	\$0.00	\$25.00
5110	Highlands County Bar Association Scholarship	5	\$1,450.00	\$3,000.00	\$0.00	\$4,450.00
5158	TSIC Scholarships	8	\$252.00	\$0.00	\$0.00	\$252.00
6005	Partnership Project	7	\$211,195.00	\$0.00	\$0.00	\$211,195.00
6006	Alumni Association Fund	2	\$176.93	\$0.00	\$0.00	\$176.93
6007	Field House Project	1	\$10,000.00	\$0.00	\$0.00	\$10,000.00
	Grand Totals:	85	\$258,645.95	\$3,585.00	\$0.00	\$262,230.95
	85 Gift(s) listed					
	69 Donor(s) listed					



OFFICE OF THE PRESIDENT

Item 9.3

PRESENT TO BOARD: DECEMBER 7, 2016

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: THOMAS C. LEITZEL 

SUBJECT: GRANTS DEVELOPMENT AND FEDERAL RELATIONS REPORT

I. Funded Grant Proposals

None

II. Declined Grant Proposals

None.

III. Federal Legislative Report

Brief presentation on the status of the federal budget and expected FY17 funding opportunities.