

**MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
DECEMBER 7, 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: Mr. Erik Christensen Ms. Cindy Garren Dr. Michele Heston

Staff Present: Mrs. Jamie Bateman Mrs. Ashley Bennett Dr. Robert Flores
Dr. Deborah Fuschetti Mrs. Susie Hale Mrs. Deborah Latter
Mr. Glenn Little Ms. Melissa Lee Dr. Lindsay Lynch
Mr. Lynn MacNeill Dr. Sidney Valentine Dr. Chris van der Kaay
Mrs. June Weyrauch Dr. Tim Wise

Others Present: Mrs. Barbara Kirschner

CALL TO ORDER

At 1:03 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

Mrs. Rider made a motion, seconded by Mr. Wright, to adopt the agenda of the regular meeting held December 7, 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.

1.2 Approval of Minutes

1.2.1 Regular Meeting Minutes

Mrs. Cullens made a motion, seconded by Mrs. Puckorius, to approve the minutes of the regular meeting held October 26, 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. Mr. Bryan asked the Board to approve moving the January 25th Board meeting to January 18th. All Board members agreed to move the Board meeting to January 18th.

2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITIONS

None

3.0 PUBLIC COMMENT

None

4.0 PRESENTATION

4.1 Florida Blue Scholarship Presentation

Dr. Leitzel introduced Mrs. Jamie Bateman who stated that the 25 college students received scholarships from Florida Blue in the amount of \$18,211.55 for nursing, EMS, radiography, and dental students. 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.

5.0 CONSENT AGENDA ACTION ITEMS

5.1 Personnel Actions

Approved a list of appointments; retirements; resignations; terminations; and adjunct faculty 2016-17, academic year as needed. *(EXHIBIT "A")*

5.2 Agreements and Contracts

5.2.1 Approved the collegiate high school agreement with Desoto County School Board as presented. *(EXHIBIT "A")*

5.2.2 Approved the collegiate high school agreement with Hardee County School Board as presented. *(EXHIBIT "B")*

5.2.3 Approved the collegiate high school agreement with Highlands County School Board as presented. *(EXHIBIT "C")*

5.3 Grant Applications

5.3.1 Visit Florida's Heartland – A Cultural Destination

Cultural, Heritage, Rural, and Nature Tourism Grant Program – Marketing
\$5,000

5.3.2 Visit MOFAC – A Tour of Florida's Cultural Heritage

Cultural, Heritage, Rural, and Nature Tourism Grant Program – Education
\$2,000

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 October 2016. *(EXHIBIT "D")*

Mr. Wright made a motion, seconded by Mr. Lambert, 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

6.1 Policy Implementation

Policy 5.16 Holiday, Overtime Pay, Compensatory Time, Call-In Pay and The Minimum Wage

Approved the changes to Policy 5.16 as presented. *(EXHIBIT "E")*

Mr. Backer made a motion, seconded by Mrs. Puckorius, to approve 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.**

7.0 ACADEMIC AND STUDENT MATTERS

7.1 Curriculum Proposals

Dr. Valentine introduced the curriculum proposals. *(EXHIBIT "F")*

Mr. Backer made a motion, seconded by Mr. Wright, 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. Valentine introduced the fee proposals. *(EXHIBIT "G")*

Mr. Lambert made a motion, seconded by Mrs. Rider, 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 2017-2018 Academic Calendar

Dr. Valentine presented the 2017-2018 SFSC Academic Calendar. *(EXHIBIT "H")*

Mr. Backer made a motion, seconded by Mrs. Lambert, to approve the 2017-2018 Academic Calendar 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 Mission Statement Affirmation

The Board reviewed the current SFSC Mission Statement. No changes were recommended. *(EXHIBIT "I")*

Mrs. Rider made a motion, seconded by Mr. Backer, to affirm the SFSC Mission 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 Strategic Plan Approval

Dr. Leitzel presented the South Florida State College Strategic Plan 2017-2021 for approval. *(EXHIBIT "J")*

Mrs. Puckorius made a motion, seconded by Mrs. Cullens, to the South Florida State College Strategic Plan 2017-2021 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 Revision To The 2016-17 Salary Schedule

Mr. Little presented the revised 2016-17 Salary Schedule to the Board. The Fair Labor Standards Act has been postponed by a federal judge. With uncertainty of what the new wage level threshold for overtime exemption may become or if/when implementation of changes to the Fair Labor Standards Act will occur. Mr. Little asked the Board to postpone implementation of the changes recommended in October indefinitely and approve the revised 2016-17 Salary Schedule. Mr. Little stated that SFSC did consult with Board Attorney Pam Karlson to make sure that we are in compliance.

Mrs. Rider made a motion, seconded by Mr. Wright, to approve the revised 2016-17 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.**

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 October 2016. *(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 **\$262,230.95** from October 12 through November 15, 2016. Mrs. Bateman shared that the Foundation Newsletter has been printed and distributed. She stated there were 480 mail outs. The Foundation Newsletter is available via mail, e-mail, College website, and on the Foundation's Facebook page. Mrs. Bateman announced that the November 8, 2016 Foundation Board meeting and Lunch n' Learn went very well as the Nursing Department did a simulation for the Board with the new SimMom. Mrs. Bateman shared that the Open House Renovations at the Jacaranda on November 10th went very well. She shared that there was 100 attendees at the event. Take Stock in Children had two Leaders For Life finalist, one from our DeSoto campus and the other from our Lake Placid campus. These candidates have the chance to win a \$40,000 scholarship. Mrs. Bateman informed the Board that SFSC Take Stock in Children has had 10 finalist in the past 7 years. She shared that the Jacaranda Jubilee had 111 attendees and the Foundation Holiday Luncheon was at 178 RSVPs.

9.3 Resource Development

I. Grants Development Report

Dr. Lynch reported none.

II. Funded Grant Proposals

Dr. Lynch reported none.

III. Declined Grant Proposals

Dr. Lynch reported none.

IV. Federal Legislative Report

Dr. Lynch gave a brief presentation on the status of the federal budget and expected FY17 funding opportunities. She shared that the Continuing Resolution for FY17 will expire at midnight on December 9th. Dr. Lynch updated the Board on Federal Policy issues under new administration. The status of Deferred Action for Childhood Arrivals (DACA) is pending. There is a new campaign by ACCT for Year-Round PELL called #PELLYes. Dr. Lynch shared some of the industry predictions for higher education in the following areas; Department of Defense funding, NSF and NIH reductions, Infrastructure spending, Public Safety training, Jobs initiatives, and "Healthy Safety Nets". Dr. Lynch is hopeful to see grant opportunities in these areas.

9.4 President's Report

Dr. Leitzel reported on the following college activities:

1. Presented the 2016 "The Year in Review" video. He thanked Mrs. Latter, her staff, Mr. MacNeill, and Mrs. Austin for their assistance.
2. Congratulated Mrs. Cullens on the AFC/FCS Trustee of the Year Award and Dr. Robert Flores as the AFC President.
3. Shared the SFSC Best Practice Award with Trustees.
4. Announced that SFSC received Infraguard Membership.
5. Shared Title V HIS Stem Grant "Talk Tracts".
6. Highlighted that the Great Florida Fire School was a success. Our Veteran's Day program was an equal success.
7. Shared that the Bachelor Degree Awarded at Public Four Year Institutions in the Chronicle listed SFSC number 30.
8. Announced that the Cross Country team ranked 30th overall in the country.
9. Thanked Dr. Wise and team for their work on a very successful College For A Day 2016. This is the first year that SFSC has had all three counties in attendance and had over 750 high school students.
10. Special thanks for Board Attorney Karlson for her work on OCR success.
11. Mentioned that Mrs. Asena Mott will serve as Director of the DeSoto campus.
12. Congratulated Dr. Eduardo Pardron, President of Miami Dade on receiving the Presidential Medal of Freedom.
13. Announced the College Holiday Luncheon will be Wednesday, December 14th at 11:00 a.m.

14. Announced Fall Commencement will start at 6:15 p.m. on Thursday, December 15th and to meet in MOFAC. Also shared that we will have all three Superintendents from our three supporting counties in attendance this year.
15. Shared the 2016 Holiday Video.

9.5 Board Attorney's Report

Mrs. Karlson thanked the Trustees for their attention and participation in the Planning Workshop with Dr. Robert E. Lee. Stated that if anyone had any questions to do not hesitate to call her. Mrs. Karlson wished everyone the best this holiday season.

9.6 Board Members' Reports

Mrs. Puckorius wished a very blessed Christmas.

Mr. Backer stated that the Jubilee was wonderful. He said that he has heard wonderful things about Mrs. Asena Mott. Shared the retired SFSC employee Dr. Deery was the comic entertainment at the DeSoto Fire Department banquet. He wished everyone a Merry Christmas and Happy New Year.

Mr. Lambert shared that at the Hardee Chamber Christmas parade that SFSC Pete the Panther was there and three of the judges were SFSC employees.

Mr. Wright wished everyone a Happy Holidays.

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

Mrs. Cullens shared a message with Trustees about a scholarship thank you and how it has helped their family. She shared how thankful she is to be able to serve on the Board. She wished everyone a blessed Christmas holiday and a Happy New Year.

Mrs. Rider shared what a great privilege it is to serve on such a wonderful Board and how thankful she is to be able to help families in our community. She wished everyone a Merry Christmas and Happy New Year.

9.7 Board Chair Report

Mr. Bryan congratulated Mrs. Cullens on her award. He thanked Mrs. Karlson for helping host the Sunshine Law training and encouraged Trustees to use Mrs. Karlson when they have questions. He stated that he is looking forward to next week and wished everyone a Merry Christmas and Happy New Year.

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 2:22 p.m.