

**MEETING MINUTES  
SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES  
MAY 24, 2017**

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

**Excused:** Mr. Joe Wright

**Staff Present:**

Mrs. Jamie Bateman	Mrs. Ashley Bennett	Mr. Gill Carney
Dr. Deborah Fuschetti	Ms. Cindy Garren	Dr. Michele Heston
Mr. Don Kesterson	Mrs. Deborah Latter	Mr. Glenn Little
Dr. Lindsay Lynch	Dr. Sidney Valentine	Dr. Chris van der Kaay
Mrs. June Weyrauch		

**Excused:** Mr. Erik Christenesn Ms. Melissa Lee Mr. Lynn MacNeill  
Dr. Tim Wise

**Others Present:** Mrs. Barbara Kirschner, Mr. Mark Valero, Senator J.D. Alexander and Ms. Keaton Alexander

**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**

**Mrs. Rider made a motion, seconded by Mr. Lambert, to adopt the agenda of the regular meeting held May 24, 2017 as presented.**

Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Mr. Lambert, Dr. Kirschner, Mrs. Puckorius, and Mrs. Rider. **Motion carried by unanimous vote.**

**1.2 Approval of Minutes**

**1.2.1 Regular Meeting Minutes**

**Mrs. Cullens made a motion, seconded by Mr. Backer, to approve the minutes of the regular meeting held April 26, 2017 as presented.** Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Mr. Lambert, Dr. Kirschner, Mrs. Puckorius, and Mrs. Rider. **Motion carried by unanimous vote.**

**1.3 Review of Agenda Master Calendar**

The Agenda Master Calendar was reviewed. No changes were recommended.

**2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITIONS**

**2.1 New Employee Introductions**

Employee	Position	Supervisor	Hired
Gilbert Carney	Technical Director, Cultural Programs	Cindy Garren	02/01/17

**3.0 PUBLIC COMMENT**

None

**4.0 PRESENTATION**

**4.1 Senator J.D. Alexander – Legislative Summary**

Dr. Leitzel introduced Senator J.D. Alexander to the Board of Trustees. Senator J.D. Alexander presented a legislative summary to the board of his advocacy efforts for SFSC during the 2017 legislative session. Senator J.D. Alexander addressed the Board of Trustees and introduced his daughter Ms. Keaton Alexander, who accompanied him to the District Board of Trustees meeting. He gave a brief background on her career. Mr. Derren Bryan thanked Senator J.D. Alexander for his work and advocacy on behalf of SFSC. Mr. Lambert thanked and gave praise to Senator J.D. Alexander for his support and help that he has achieved on the behalf of SFSC.

**5.0 CONSENT AGENDA ACTION ITEMS**

**5.1 Personnel Actions**

Approved a list of appointments, full-time career staff; internal transfer; resignations; reappointments, adjunct faculty, 2016-17, academic year as needed; **(EXHIBIT "A")**

**5.2 Agreement and Contracts**

**5.2.1** Approved the renewal of lease agreements for the Hotel Jacaranda and SFSC Teacherage as presented. **(EXHIBIT "B")**

**5.2.2** Approved the renewal of a lease agreement between Tri-County Human Services, Inc. and South Florida State College for Addictions and Dual Disorders as presented. **(EXHIBIT "C")**

**5.2.3** Approved the renewal of a training agreement between Florida Department of Health (DeSoto) and South Florida State College as presented. **(EXHIBIT "D")**

**5.2.4** Approved the updated Memorandum of Understanding between South Florida State College and CareerSource Heartland as presented. **(EXHIBIT "E")**

**5.3 Grant Awards**

- 5.3.1 Engaging Rural Audiences through the Arts**  
National Endowment for the Arts \$10,000
- 5.3.2 Regional Touring Grant – Columbia City Ballet**  
South Arts \$5,897

**5.4 Operational Actions**

**5.4.1 Monthly Accounts Payable/Payroll Check Register**  
Table the monthly accounts payable/monthly payroll check register and summary through April 2017. *(EXHIBIT "F")*

**5.4.2 Property Disposals**

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

**Mr. Backer made a motion, seconded by Mrs. Puckorius, to approve the Consent Agenda, Items 5.1 through 5.4.2 as presented.** Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Mr. Lambert, Dr. Kirschner, Mrs. Puckorius and Mrs. Rider. **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 "H")*

Dr. Valentine gave the Board of Trustees an explanation about fee proposals. He explained to the Board about the Fee and Tuition Increases; Sunshine Law letter that was sent from Chancellor Madeline Pumariega. Per Florida Statute 1009.23, all Florida colleges are to publicly notice increase tuition or fee proposals twenty-eight days before its consideration at a Board of Trustees meeting.

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

**8.0 PURCHASING AND OTHER ACTION ITEMS**

**8.1 SFSC 2017-2018 Budget Proposal**

Dr. Leitzel presented a request to approve the Operating Budget for 2017-2018, including the student fee rates and salary schedule, 2017-2018 Capital Outlay Budget, as well as a \$500 non-recurring salary payment for eligible full-time employees. *(EXHIBIT "I")*

DBOT Chair Bryan shared with the Board that he would like to reward SFSC employees for the effort put forth this year. He asked the Board to consider increasing the non-recurring salary payment if the budget permits.

**Mr. Lambert made a motion, seconded by Mrs. Rider, to approve the Operating Budget for 2017-2018, including the student fee rates and salary schedule, as well as the 2017-2018 Capital Outlay Budget as presented. The Operating**

**Budget includes a \$500 one time salary supplement for eligible full-time employees with the potential consideration for more depending on out-come of State Budget Allocation.** Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Mr. Lambert, Dr. Kirschner, Mrs. Puckorius, and Mrs. Rider. **Motion carried by unanimous vote.**

#### **8.1.1 President's Contract Discussion**

DBOT Chair Bryan led a discussion on the President's contract. It was discussed among the Trustees to have it added to Dr. Leitzel's contract to be entitled to benefits as all the other full-time employees as noted in Item 8.1. Mrs. Karlson will prepare a new three-year contract for Dr. Leitzel.

**Mrs. Rider made a motion, seconded by Mr. Backer, to approve that President Leitzel is entitled to benefits as all other full-time employees as noted in Item 8.1.** Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mr. Lambert, Mrs. Puckorius, and Mrs. Rider. **Motion carried by unanimous vote.**

#### **8.2 Beverage Vending Contract Proposal**

Mr. Little on the behalf of Ms. Lee presented the Beverage Vending Contract proposal in response to RFP #17-01. Based on the vending proposals from two companies, Mr. Little asked the Board to approve entering into a five-year exclusive agreement with the Pepsi Bottling Group to provide soft drink vending and other beverage products at the College locations presented. *(EXHIBIT "J")*

**Mrs. Puckorius made a motion, seconded by Mr. Lambert, to approve entering into a five-year exclusive agreement with the Pepsi Bottling Group to provide soft drink vending and other beverage products at College locations 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. **Motion carried by unanimous vote.**

#### **8.3 Annual Facilities Inspection Summary Report**

Mr. Little presented a request to accept the SFSC Fire, Sanitation, and Casualty Inspection reports for the 2016-2017 year as presented. Mr. Little noted that there were no deficiencies found this year. *(EXHIBIT "K")*

**Mrs. Puckorius made a motion, seconded by Mr. Backer, to accept the Fire, Sanitation, and Casualty Inspection reports for the 2016-2017 year 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. **Motion carried by unanimous vote.**

### **9.0 REPORTS**

#### **9.1 Financial Report**

Mr. Little reported on behalf of Ms. Lee the financial graphs and a summary of revenue and expenditures through the month of April 2017. *(EXHIBIT "L")*

**9.2 Foundation Report**

Mrs. Bateman reported that the South Florida State College Foundation, Inc. had received donations and pledges in the amount of **\$41,614.16** from April 12 through May 9, 2017. Mrs. Bateman announced that Mrs. Pam Karlson's mentee Maria Gloria won a car from the Alan Jay Graduation program. She shared with the Board that the Foundation raised \$1,921 for assistance to the Josh Glaser family. Mrs. Bateman updated the Board on the Foundation Gala, sharing that it exceeded the goal of \$50,000. She gave thanks to the sponsors and attendees who made this possible. The gala this year increased the number of attendees/profit and decreased in expenses compared to the prior year. Mrs. Bateman informed the DBOT that she received a letter and a check from the Zenon Hansen Foundation of \$6,000 scholarship for single mothers attending school. In this letter it stated that the Foundation is guaranteed this scholarship for the next 10 years. Mrs. Bateman shared Foundation meeting dates with the DBOT for the up-coming year. She announced that the Foundation's own Mrs. Deanne Shanklin received the United Way Volunteer of the Year award. Mrs. Bateman also shared that Mrs. Pam Karlson was award the Judge Clifton Kelly award on the Law Day luncheon. Mrs. Bateman presented to the DBOT potential building naming opportunities and asked for their help with putting her in contact with potential donors that would like to take advantage of the opportunity.

**9.3 Resource Development**

**I. Grants Development Report**

Dr. Lynch distributed and reviewed the Grants Development Report dated 5/24/17. Dr. Lynch reported on grants submitted and in development. She gave a brief background and progress on the From Orange Juice to Olive Oil grant.

**II. Submitted Grant Proposals**

**A. Energizing the Arts**

Duke Energy Foundation \$9,000

**B. From Orange Juice to Olive Oil**

Florida Department of Agriculture and Consumer Services \$150,000

**C. Perkins Grants**

Florida Department of Education  
(Rural Sparsely Populated) \$101,790

(Postsecondary Career and Technical Education) \$152,062

**D. SFSC Pathways Project**

U.S. Department of Education, Hispanic-Serving Institutions Program  
\$2,750,000

**III. Proposal in Development**

**A. Adult General Education**

Florida Department of Education  
(Highlands County) \$206,223

(Hardee County) \$36,000

**B. Integrated English Literacy and Civics Education**

Florida Department of Education (Highlands County)	\$43,156
(Hardee County)	\$30,000

**C. Great Performances in Florida's Heartland**

Florida Division of Cultural Affairs	\$90,000
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**D. MOFAC Exhibit**

Florida Division of Cultural Affairs	\$10,000
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**IV. Federal Legislative Report**

None to report.

**9.4 President's Report**

Dr. Leitzel reported on the following college activities:

1. Gave recognition for the support and involved leadership at SFSC and thanked Senator J.D. Alexander for his advocacy on the behalf of SFSC.
2. Recognized SFSC graduation ceremonies – EMT; Corrections; and the Spring Class of 2017.
3. Shared the Athletic Awards and highlighted three SFSC Panther Athletics and their achievements. Dr. Leitzel spotlighted Ms. Savannah Walter who was named FCSAA Female Scholar Athlete of the Year.
4. Informed Trustees that Mrs. Karlson's mentee Maria Gloria won a vehicle from the Alan Jay Graduation program.
5. Reported on the SACSCOC Fifth Year Report progress.
6. Shared with the Trustees about the successful Nursing Day of Caring event that was hosted by SFSC and Dr. Heston.
7. Shared information about the veto of the budget. Dr. Leitzel shared that a letter has been prepared on the behalf of the Trustees. Dr. Leitzel turned the topic over to Chairman Bryan to discuss with the Trustees on what action they would like to take. The Board decided not to encourage a veto of the FCS budget.

**9.5 Board Attorney's Report**

Mrs. Karlson stated no report. She just wanted to share how important the Take Stock in Children program is to students. She encourage everyone to mentor as it has meant so much to her. Mrs. Karlson thanked Mr. Mike and Kris Rider for mentoring her. Mrs. Karlson thanked everyone for recognizing her award from the Law Day event.

**9.6 Board Members' Reports**

Mrs. Puckorius stated no report.

Mr. Lambert stated no report.

Mrs. Cullens thanked staff for their work on the budget report.

Mrs. Rider shared her support for the TSIC program. She shared her own mentee success with the Board.

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Mr. Backer shared an update on his TSIC mentee and agreed with Mrs. Rider on how wonderful the program is to everyone involved.

Dr. Kirschner stated that he was glad to be back. He shared his appreciation for Senator J.D. Alexander attending the board meeting and giving an update to the Trustees.

**9.7 Board Chair Report**

Mr. Bryan shared his condolences that a former SFSC employee Mrs. Laura White had passed away. He announced that the service would be Saturday at 11 a.m. at the First Baptist Church in Wauchula. Mr. Bryan thanked SFSC administration for attending the Leadercast event held in Hardee. He thanked everyone on their continued hard work on the behalf of the college.

**10.0 ADJOURNMENT**

There being no further business to come before the Board, the meeting adjourned at 2:37 p.m.