

**MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
MAY 23, 2018**

Members Present: Mr. Tim Backer, Chair
Mr. Derren Bryan
Mrs. Tami Cullens, Vice Chair
Dr. Louis H. Kirschner
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. Ken Lambert

Staff Present:

Mrs. Jamie Bateman	Mrs. Ashley Bennett	Dr. Deborah Fuschetti
Ms. Cindy Garren	Mr. Don Kesterson	Mrs. Melissa Kuehnle
Mr. Erik Christensen	Ms. Melissa Lee	Mr. Glenn Little
Dr. Lindsay Lynch	Dr. Sidney Valentine	Mrs. Mary VonMerveldt
Dr. Chris van der Kaay	Mrs. June Weyrauch	Dr. Robert Flores
Mr. Richard Hitt	Mrs. Courtney Green	Ms. Tasha Morales
Mr. Joshua Wood		

Excused: Dr. Michele Heston Mr. Lynn MacNeill 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. Tim Backer.

1.0 PRELIMINARY MATTERS

1.1 Adoption of Agenda

Mr. Wright made a motion, seconded by Mr. Bryan, to adopt the agenda of the regular meeting held May 23, 2018 as presented.

Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, 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 Mr. Wright, to approve the minutes of the regular meeting held April 25, 2018 as presented. Those voting in favor of the motion were Mr. Backer,

Mr. Bryan, Mrs. Cullens, Dr. Kirschner, 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. No changes were recommended.

2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITIONS

2.1 New Employee Introductions

Employee	Position	Supervisor	Hired
Joshua Wood	Coordinator, Student and Academic Success	Tasha Morales	02/02/18

3.0 PUBLIC COMMENT

None

4.0 PRESENTATION

None

5.0 CONSENT AGENDA ACTION ITEMS

5.1 Personnel Actions

Approved a list of appointments full time professional; full time career staff; terminations; resignations and adjunct faculty 2017-18, academic year as needed.
[\(EXHIBIT "A"\)](#)

5.2 Agreements and Contracts

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

5.2.2 Approved the contracting for continued services with Allen, Norton & Blue, P.A. and Karlson Law Group, P.A. for the 2018-2019 fiscal year under the terms and rates as presented. [\(EXHIBIT "C"\)](#)

5.2.3 Approved the renewal of a contract between Highlands Regional Medical Center and South Florida State College as presented. [\(EXHIBIT "D"\)](#)

5.2.4 Approved the renewal of the training agreement between Career Source South West Florida and South Florida State College as presented.
[\(EXHIBIT "E"\)](#)

5.3 Operational Actions

5.3.1 Monthly Accounts Payable/Payroll Check Register

Approved the monthly accounts payable/monthly payroll check registers and summary for month of April 2018.

[\(EXHIBIT "F"\)](#)

5.3.2 Property Deletion

Approved the deletion of College property as presented. [\(EXHIBIT "G"\)](#)

Mr. Bryan made a motion, seconded by Mrs. Puckorius, to approve the Consent Agenda, Items 5.1 through 5.3.2 as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

6.0 PLANNING AND POLICY ISSUES

6.1 Policy Revisions

Mr. Little shared that he and Mrs. Pam Karlson, Board Attorney, have been reviewing and working on revisions to additional college procedures that deal with freedom of expression to bring SFSC in compliance with the Free Expression Act.

6.1.1 **Policy 2.11 Advertisements Posted on Bulletin Boards and Distribution of Signs, Handbills, and Advertising**

Mr. Little presented proposed changes to Policy 2.11 Advertisements Posted on Bulletin Boards and Distribution of Signs, Handbills, and Advertising.

[\(EXHIBIT "H"\)](#)

6.1.2 **Policy 2.13 Public Speakers and Invited Resource Personnel**

Mr. Little presented proposed changes to Policy 2.13 Public Speakers and Invited Resource Personnel.

[\(EXHIBIT "I"\)](#)

6.1.3 **Policy 5.23 Prohibited Discrimination**

Mr. Little presented proposed changes to Policy 5.23 Prohibited Discrimination.

[\(EXHIBIT "J"\)](#)

Mr. Wright made a motion, seconded by Mrs. Cullens, to approve the revisions to current DBOT policies 2.11, 2.13, and 5.23 as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

6.2 Policy Development

6.2.1 **Policy 2.21 Free Expression**

Mr. Little presented the proposed new Policy 2.21 Free Expression to the Board.

[\(EXHIBIT "K"\)](#)

Mr. Wright made a motion, seconded by Mr. Bryan, to approve the adoption of Policy 2.21 as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

7.0 ACADEMIC AND STUDENT MATTERS

7.1 Curriculum Proposals

Dr. Valentine presented the curriculum proposals.

[\(EXHIBIT "L"\)](#)

Mrs. Rider 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, Dr. Kirschner, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

7.2 Fee Proposals

Dr. Valentine presented the fee proposals. Dr. Valentine shared with the Board that the fee proposals were properly noticed on the college website and in the newspaper as required. [\(EXHIBIT "M"\)](#)

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

8.0 PURCHASING AND OTHER ACTION ITEMS

8.1 SFSC 2018-2019 Budget Proposal

Mr. Little presented a request to approve the Operating Budget for 2018-2019, including the student fee rates and salary schedule, as well as the 2018-2019 Capital Outlay Budget. [\(EXHIBIT "N"\)](#)

Mrs. Rider made a motion, seconded by Mrs. Cullens, to approve the Operating Budget for 2018-2019, including the student fee rates and salary schedule, as well as the 2018-2019 Capital Outlay Budget as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, Mrs. Puckorius, Mrs. Rider, and Mr. Wright. **Motion carried by unanimous vote.**

8.2 Annual Facilities Inspection Summary Report

Mr. Little presented a request to accept the SFSC Fire, Sanitation, and Casualty Inspection reports for the 2017-2018 year as presented. Mr. Little gave a brief description of the Annual Comprehensive Safety Inspection Report to the Board. Mr. Little stated this year there were a few findings that were from Hurricane Irma. He shared with the Board that the college has completed all but two of the concerns; a. Boardwalk on Highlands Campus and b. Repairs to the Teacherage. Mr. Little addressed these final two concerns with the Board. [\(EXHIBIT "O"\)](#)

Mrs. Cullens made a motion, seconded by Mr. Wright, to accept the fire safety, sanitation, and casualty inspection reports for the 2017-2018 year as presented. Those voting in favor of the motion were Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, 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 April 2018. [\(EXHIBIT "P"\)](#)

9.2 Foundation Report

Mrs. Bateman reported that the South Florida State College Foundation, Inc. had received donations and pledges in the amount of **\$81,803.76** from April 11 through

May 8, 2018. Mrs. Bateman gave an update on the Spring Foundation Gala attendees. She shared that the Gala netted \$36,853.20, an increase over 2017. Mrs. Bateman shared some highlights with the Board from the Spring Foundation Gala. Mrs. Bateman announced at the May Foundation Board Meeting, they recognized the endowed chair awards. She shared the Foundation has voted to approve three new Board of Directors as follows; Mr. Alex Fells, Mr. Andrew Hughes, and Mr. Darrell Jensen. Mrs. Bateman highlighted Foundation scholarship recipients. She thanked the TSIC mentors for attending. She announced the Alumni Association is hosting a “meet and eat” on May 25 at Dimitris Family Restaurant. Mrs. Bateman shared starting September 6, the Foundation will be hosting a retiree networking luncheon. Mrs. Bateman announced at the last Foundation meeting the elected Foundation Officers as follows; President – Ms. Patty Manderville, Vice President – Mr. Tres Stephenson, Secretary – Mr. Michael Kelly, and Treasurer – Mrs. Robin Weeks.

9.3 Resource Development

I. Grants Development Report

Dr. Lynch distributed and reviewed the Grants Development Report dated 5/23/18. She shared that all the college’s annual allocation grants have been funded. Dr. Lynch addressed some of the Board’s questions.

II. Proposals in Development

A. Cultural Programs Funding

Florida Blue Foundation	\$ 25,000
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B. Great Performance in Florida’s Heartland

Florida Division of Cultural Affairs	\$ 90,000
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C. Cultural Programs ArtWorks Projects

National Endowment for the Arts (NEA)	\$ 65,000
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D. Decoding the Unique Biodiversity of the Lake Wales Ridge Ecosystem

National Science Foundation	\$ 50,000
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E. Project e-DEFENSE

Office of Naval Research (ONR) Navy and Marine Corps Science, Technology, Engineering, Mathematics (STEM) Education and Workforce Program	Up to \$ 250,000 for 3 years
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III. Submitted Proposals

A. Hardee Campus Health Sciences Initiative

Hardee County IDA	\$ 500,000
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B. Perkins Grants

Florida Department of Education	\$120,460 (Rural and Sparsely Populated) \$172,165 (Postsecondary)
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C. Migrant and Seasonal Farmworker Program

Florida Department of Education

\$ 290,049

IV. Federal Legislative Report

No report.

9.4 President's Report

Dr. Leitzel reported on the following college activities:

1. Highlighted Spring Commencement; thanked Ms. Garren and staff for their work in decorating the theatre; thanked Chairman Backer, Board, and Mrs. Karlson for their attendance; and thanked Dr. Fuschetti and Mr. MacNeill for letting him recognize them at commencement.
2. Graduations: EMT – Highlands Cohort and Dental Hygiene.
3. Shared Student Athlete Success: Commended Mrs. Kuehnle for her work designing athletic rack cards for the SFSC athletes. Dr. Leitzel asked Coach Rick Hitt to report the South Florida State Athletics year end conference, state, and national accolades with the Board. Coach Hitt reported SFSC has thirty-one All Academic Conference student athletes with a 3.0 GPA or higher; Nineteen FCSAA Academic All State with a 3.3 GPA or higher; Five NJCAA Academic All-Americans; Sophomore Christen Pyles named FCSAA Female Scholar Athlete of the year for Cross Country; and Sophomore Blaise Maris named FCSAA 1st Team All State Catcher.
4. Announced SFSC had a successful Leadercast event. He thanked Mr. Bryan for his sponsorship for students to attend the event.
5. Reported that he attended FHERO Regional Meeting and thanked Rep. Ben Albritton for his support.
6. Shared SFSC received two approvals from the State for Paramedic and EMT programs.
7. Reported the mobile welding program is coming together and that we are getting several inquiries about the program.
8. Thanked Mrs. Teresa Crawford for her work and connections to Hardee County School Board as the Hardee Campus Outreach hosted 5th graders.
9. Announced that SFSC did not make it to the top 10 for the Aspen Prize. He shared and congratulated the three Florida colleges that did make the top 10 listing.
10. Shared the new campaign from WDM for SFSC "Get Connected".
11. Recognized fallen Highlands County Sheriff Deputy Gentry.
12. Announced end of the year enrollment is up 4.5% and summer enrollment is up 9%.
13. Special congratulations to Dr. Michele Heston being appointed by the Governor to the Florida Board of Nursing.
14. Shared the traveling exhibit "Little Slices of Heaven on US 27" will be at the college May 16 through June 15.

9.5 Board Attorney's Report

Mrs. Karlson thanked the Board for renewing her contract. She stated that she is busy working on procedures to go along with the new Policy 2.21 Free Expression.

9.6 Board Members' Reports

Mrs. Puckorius stated no report.

Mr. Wright thanked Mrs. Karlson for her service.

Dr. Kirschner stated no report.

Mrs. Cullens thanked everyone for their work on the budget report. She asked to please keep her family in mind as part of them will be moving out of state.

Mrs. Kris Rider offered an inspirational quote during this time of uncertainty concerning funding.

9.7 Board Chair Report

Mr. Backer thanked everyone for their work on the budget proposal.

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 2:10 p.m.