



**SFSC
District Board of Trustees
Regular Meeting
December 6, 2023**

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


**Terry Atchley, Chair
Tim Backer, Vice Chair
Derren Bryan
Tami Cullens
Louis Kirschner
Kris Y. Rider
Fred Hawkins, President/Secretary**

1.0 *Call to Order and Preliminary Matters*



OFFICE OF THE PRESIDENT

Item 1.1

PRESENT TO BOARD: DECEMBER 6, 2023
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
FROM: FRED HAWKINS 
SUBJECT: ADOPTION OF AGENDA

It is recommended that the agenda of the regular meeting of December 6, 2023 be adopted.

SUGGESTED MOTION:
Move to adopt the agenda of the regular meeting of December 6, 2023 as presented.

**REGULAR MEETING AGENDA
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
HIGHLANDS CAMPUS
DECEMBER 6, 2023
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 Minutes – October 18, 2023
 - 1.3 Review of Master Calendar
- 2.0 Communications, Introductions, and Recognition
 - 2.1 New Employee Introductions
 - 2.2 Employee Retirement Acknowledgements
- 3.0 Public Comment
- 4.0 Presentations
 - 4.1 Florida Blue Nursing and Allied Health Scholarship Presentation
- 5.0 Consent Agenda Action Items
 - 5.1 Personnel Actions
 - 5.2 Operating Actions
 - 5.2.1 Monthly Accounts Payable & Payroll Check Register
 - 5.2.2 Donation – 2019 EZGO TXT Golf Cart
 - 5.2.3 Property Deletions
- 6.0 Planning and Policy Issues
- 7.0 Academic and Student Matters
 - 7.1 Curriculum Proposals
 - 7.2 2024-2025 College Calendar
- 8.0 Other Action Items
 - 8.1 Non-recurring Pay – December 2023
- 9.0 Reports
 - 9.1 Financial Report
 - 9.2 Resource Development Report
 - 9.3 President’s Report
 - 9.4 Board Attorney Report
 - 9.5 Board Member Reports
 - 9.6 Board Chair Report
- 10.0 Adjournment



OFFICE OF THE PRESIDENT

Item 1.2.1

PRESENT TO BOARD: DECEMBER 6, 2023

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: MINUTES – REGULAR MEETING – OCTOBER 18, 2023

It is recommended that the minutes of the regular meeting held October 18, 2023 be approved as presented.

SUGGESTED MOTION:

Move to approve the minutes of the October 18, 2023 regular meeting as presented.

**MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
OCTOBER 18, 2023**

Members Present: Mr. Terry Atchley, Chair
Mr. Tim Backer, Vice Chair
Dr. Louis H. Kirschner
Mrs. Kris Y. Rider
Mr. Fred Hawkins, President/Secretary
Mrs. Pamela T. Karlson, College Attorney

Excused: Mr. Derren Bryan Mrs. Tami Cullens

Staff Present: Mr. Steve Ashworth Mrs. Ashley Bennett Dr. Mark Bukowski
Dr. Kathleen Cappo Mr. Peter Elliott Dr. Brent Ferns
Ms. Cindy Garren Ms. Michele Hall Dr. James Hawker
Dr. Michele Heston Mr. Don Kesterson Mrs. Melissa Kuehnle
Mr. Keith Loweke Ms. Taylor Massey Dr. Chris van der Kaay
Mrs. Teresa Vorous Mrs. June Weyrauch Mrs. Tina Gottus
Ms. Megan Togno Mrs. Kelly Fairfield Dec Mrs. Amie Kelly
Mrs. Courtney Green Mr. Joseph Serrano Mrs. Mary VonMerveldt
Ms. Kristina Wilson

Excused: Mrs. Jamie Bateman

Others Present: Mr. Marc Valero,
Highlands News-Sun

The regular meeting of the District Board of Trustees was called to order at 1:01 p.m. on the Highlands Campus of South Florida State College by Board Chair, Mr. Terry Atchley.

1.0 PRELIMINARY MATTERS

1.1 Adoption of Agenda

Mrs. Rider made a motion, seconded by Mr. Backer, to adopt the agenda of the regular meeting as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Backer, Dr. Kirschner, and Mrs. Rider. **Motion carried by unanimous vote.**

1.2 Approval of Minutes

1.2.1 Regular Meeting Minutes

Mrs. Rider made a motion, seconded by Mr. Backer, to approve the minutes of the regular meeting held September 20, 2023 as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Backer, Dr. Kirschner, and Mrs. Rider. **Motion carried by unanimous vote.**

1.3 Review of Master Calendar

The Master Calendar was reviewed. No changes were recommended by the Board. Mr. Atchley asked the Board to review their schedules for some possible meeting date changes to be made after the new year.

Mr. Atchley shared that the ACCT National Legislative Summit early bird registration deadline is December 13 and to get with Mrs. Bennett if they would like to attend in February.

2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITIONS

2.1 New Employee Introduction

The following new employees were introduced:

Employee	Position	Supervisor	Hired
Kristina Wilson	Nursing Success Coach	Mary VonMerveldt	06/05/23

3.0 PUBLIC COMMENT

None

4.0 PRESENTATION

None

5.0 CONSENT AGENDA ACTION ITEMS

5.0 Personnel Actions

Approved a list of full-time professional staff; full-time career staff; resignations; and adjunct faculty for the 2022-23, academic year as needed as presented.

(EXHIBIT "A")

5.2 Operational Actions

5.2.1 Monthly Accounts Payable/Payroll Check Register

Approved the monthly accounts payable/monthly payroll check registers and summary for all funds through September 2023.

(EXHIBIT "B")

Mr. Backer made a motion, seconded by Dr. Kirschner, to approve the Consent Agenda, Items 5.1 through 5.2.1 as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Backer, Dr. Kirschner, and Mrs. Rider. **Motion carried by unanimous vote.**

6.0 PLANNING AND POLICY ISSUES

None

7.0 ACADEMIC AND STUDENT MATTERS

None

8.0 PURCHASING AND OTHER ACTION ITEMS

8.1 DeSoto Campus Amendment to Sewer Easement Agreement

Mr. Elliott reported the Board approved an easement to permit a sanitary sewer line to cross a portion of college property to serve Arcadia Landings Development on East Gibson Street. He stated the sewer easement is being amended to replace Exhibit B with Exhibit B-1 and B-2, adding a water line at Arcadia Landings. Mrs. Karlson stated that she has reviewed the sewer line amendment.

(EXHIBIT "C")

Mr. Backer made a motion, seconded by Mrs. Rider, to approve the amendment to sewer easement agreement to Florida Power and Light for the purpose of looping in the water line to Arcadia Landings as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Backer, Dr. Kirschner, and Mrs. Rider. **Motion carried by unanimous vote.**

9.0 REPORTS

9.1 Resource Development Report

Dr. Heston announced that Mrs. Bateman was representing the college at the Senate President Designation ceremony for Senator Albritton and was attending legislative affairs and council of presidents' meetings the remainder of the week. She reported on behalf of Mrs. Bateman that the South Florida State College Foundation, Inc. received donations and pledges in the amount of **\$58,153.63** from September 1 through September 30, 2023.

Dr. Heston reported on the following items:

1. Highlighted the Commissioner of Agriculture Mr. Wilton Simpson event hosted at the Hotel Jacaranda, where he spoke on the importance education plays in the agriculture industry.
2. Shared Senator Grall toured the Highlands Campus on September 26.
3. Kinbro, Inc. Lunch-n-Learn Event: Shared SFSC hosted Kinbro, Inc. in an effort to connect with businesses and industries throughout our three counties. Dr. Heston gave a brief overview of the event. She thanked staff who assisted with the tour.
4. Duke Energy Foundation: Dr. Heston reported that in recognition of National Hispanic Month, Duke Energy awarded a full scholarship to one of the SFSC lineworker students.
5. Grant Update: Mrs. June Weyrauch reported on the following grant awards:
 - Highlands County Health Facilities Authority (HCHFA) \$10,000
 - Adult Education and Family Literacy, Corrections Education (Hardee/Highlands) \$177,080
 - Consolidated Adult General Education \$457,981
 - Consolidated Integrated English Literacy and Civics Education \$157,724

9.2 President's Report

President Hawkins announced that he and the vice presidents are meeting individually with trustees for their input on the Strategic Plan. He stated they had their first Strategic Planning meeting with Mr. Atchley prior to the board meeting and he looks forward to meeting with the rest of the trustees. President Hawkins stated that he was very impressed and proud of the college and staff for the work they did for the Mosaic training event.

President Hawkins reported on the following items:

1. Recapped the ACCT Leadership Congress conference in Las Vegas, NV, October 9-12. He thanked those trustees who were able to attend.
2. Panther Athletics: Shared Cross-Country Alexis Ramirez named FCSAA Division II Runner of the week and Volleyball Kelsey Dodd named FCSAA Division II Defensive Player of the week. President Hawkins reported Cross Country team finished in 8th place at the Florida Southern Invitational on October 13.
3. Florida Undergraduate Research Association Conference: Dr. Heston stated that Dr. Hawker along with Dr. Patel, Dr. Velenovsky, Mr. Lee, and Mrs. Respress attended the conference in St. Augustine. Dr. Hawker gave a brief overview of the conference and stated that SFSC was one of two state colleges in attendance. Mr. Atchley thanked Dr. Hawker and his team for all they do with undergraduate research.

4. Florida College System Joint Council: Dr. Heston stated that Dr. van der Kaay and Dr. Ferns delivered a presentation on artificial intelligence (AI) in higher education at the FCS Joint Council meeting. Dr. van der Kaay and Dr. Ferns highlighted the potential and ethical challenges associated with AI in education. They gave a brief overview of their presentations.
5. Mosaic Event: Mrs. Gottus and Mr. Ashworth gave a brief background on the Emergency Response Skills training event held on the Highlands campus, October 5-6. Mosaic provided emergency response training to their employees from the North American business operations and senior leadership from Canada. Dr. Heston stated that Mosaic was very happy with the training event and would like to plan more trainings.
6. Fall Term Activities: Avon Park College for a Day, September 30.

9.5 Board Attorney's Report

Mrs. Karlson stated that there is a possible rule from the Florida Department of Education that goes along with 1004.06, F.S., if approved could affect six of the college policies. She recommended creating a new policy to address this rule if it should be approved.

9.6 Board Members' Reports

Dr. Kirschner stated no report.

Mrs. Rider stated no report.

Mr. Backer thanked everyone for their continued good work and what they do for the college.

9.7 Board Chair Report

Mr. Atchley asked the Board to consider approving a letter of support for him to serve on the ACCT Governance and Bylaws Committee. He stated this would be his third term serving before he would have to cycle off the committee. **Mrs. Rider made a motion, seconded by Mr. Backer, to approve a letter of support for Mr. Atchley to serve on the ACCT Governance and Bylaws Committee.** Those voting in favor of the motion were Mr. Backer, Dr. Kirschner, and Mrs. Rider. Mr. Atchley abstained. **Motion carried by unanimous vote.**

Mr. Atchley recapped the ACCT Leadership Congress conference. He stated that change is happening all around and he is thankful that SFSC has individuals that think outside the box. He thanked everyone for their continued hard work.


10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 1:54 p.m.



OFFICE OF THE PRESIDENT

Item 1.3

PRESENT TO BOARD: DECEMBER 6, 2023
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
FROM: FRED HAWKINS 
SUBJECT: REVIEW OF MASTER CALENDAR

Information:

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

District Board of Trustees Master Calendar

DECEMBER 2023	JANUARY 2024	FEBRUARY 2024
<p>6 Planning Workshop, 10 AM Board Meeting, 1 PM Highlands Campus</p> <p>7 Foundation Holiday Luncheon Hotel Jacaranda, 11:30 AM</p> <p>13 Employee Holiday Luncheon Kelly's, 11:30 AM</p> <p>14 Fall Commencement</p> <p>18-Jan 2 Winter Break</p>	<p>17 Board Meeting, 1 PM Highlands Campus</p>	<p>4-7 ACCT National Legislative Summit, Washington, DC</p> <p>No Board Meeting</p>
MARCH 2024	APRIL 2024	MAY 2024
<p>9-17 Spring Break</p> <p>20 Board Meeting, 1 PM Highlands Campus</p>	<p>17 Board Meeting, 1 PM Highlands Campus</p>	<p>7 Spring Commencement</p> <p>15 Budget Workshop, 11 AM Board Meeting, 1 PM Highlands Campus</p>
JUNE 2024	JULY 2024	AUGUST 2024
<p>19 Board Meeting, 1 PM Highlands Campus</p>	<p>17 Board Meeting, 1 PM Highlands Campus</p>	<p>14 Board Meeting, 1 PM Highlands Campus</p>
SEPTEMBER 2024	OCTOBER 2024	NOVEMBER 2024
<p>TBD Board Meeting, 1 PM Highlands Campus</p>	<p>TBD Board Meeting, 1 PM Highlands Campus</p>	<p>No Board Meeting</p>
DECEMBER 2024	JANUARY 2025	FEBRUARY 2025
<p>TBD Board Meeting, 1 PM Highlands Campus</p>	<p>TBD Board Meeting, 1 PM Highlands Campus</p>	<p>TBD Board Meeting, 1 PM Highlands Campus</p>

New Addition
Tentative *

2.0 *Communications, Introductions, and Recognitions*




OFFICE OF THE PRESIDENT

Item 2.1

PRESENT TO BOARD: DECEMBER 6, 2023

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 


SUBJECT: NEW EMPLOYEE INTRODUCTIONS

Employee	Position	Supervisor	Hired
Taylor Currie	Coordinator, Residence Life	Mark Bukowski	07/31/23
Jeraldine Brown	Custodian	Jeffrey Miller	08/01/23
Tracey Ligon	Coordinator, Cultural Programs	Cindy Garren	08/07/23
Carole Pierre Francois	Instructor Dental Hygiene Program	Deb Milliken	08/14/23
Mario Gomez Jr	Electric Line Service Repair Instructor	Tom Bush	08/14/23
Kozette Hubbard	Instructor, EMS	Steve Ashworth	08/14/23
Edna Hudson-Kinzey	Instructor, Nursing	Mary von Merveldt	08/14/23
Carylanne Joubert Maier	Instructor, English/Humanities	James Hawker	08/14/23
Anthony Pacheco-Moran	Coordinator, Clinical Experience and Nursing Lab	Kathleen Cappo	08/14/23
Jesus Perez	Instructor, EMS	Steve Ashworth	08/14/23
Vinita Prabhakar	Instructor, English	Michelle Macbeth	08/14/23
Ardell Ceva Sutton Jr	CDL Specialist	Joe Burke	08/28/23
Alexander Aguilar	Instructor, Adult Education	Courtney Green	09/05/23
Sierra Campbell	Staff Assistant I Testing Assessment Center	Adela Bello	09/05/23
Frank Anderson Jr.	Lead General Maintenance, Hotel Jacaranda	Go Ramnarain	09/07/23



OFFICE OF THE PRESIDENT

Item 2.2

PRESENT TO BOARD: DECEMBER 6, 2023
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
FROM: FRED HAWKINS 
SUBJECT: EMPLOYEE RETIREMENT ACKNOWLEDGEMENTS

Employee	Position	Dates of Service
Deborah Milliken	Professor, Dental Hygiene	08/17/2004 – 01/04/2024
Randall Paepflow	Director, Lake Placid Center	08/18/1993 – 01/05/2024

SUGGESTED MOTION:
Move to recognize the retirements of Deborah Milliken and Randall Paepflow for their many years of service to South Florida State College.

3.0 *Public Comment*

4.0 Presentations



OFFICE OF THE PRESIDENT

Item 4.1

PRESENT TO BOARD: DECEMBER 6, 2023

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: FLORIDA BLUE NURSING AND ALLIED HEALTH SCHOLARSHIP
PRESENTATION

The Florida College System Foundation receives a generous gift each year from Florida Blue, formerly Blue Cross Blue Shield of Florida, Inc., to establish a statewide Nursing and Allied Health Scholarship. The Florida College System Foundation Board of Directors awarded \$14,325 to South Florida State College Foundation for the 2023- 24 Florida Blue Nursing and Allied Health Scholarship.


With matching funds, South Florida State College will be awarding students from the dental, nursing, and radiography programs with the 2023-24 Florida Blue Nursing and Allied Health Scholarships totaling \$28,650.

5.0 Consent Agenda Action Items



OFFICE OF THE PRESIDENT

Item 5.0

PRESENT TO BOARD: DECEMBER 6, 2023
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
FROM: FRED HAWKINS 
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 Awards, 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	21
5.2	Operating Actions	22
	5.2.1 Monthly Accounts Payable & Payroll Check Register	
	5.2.2 Donation – 2019 EZGO TXT Golf Cart	
	5.2.3 Property Deletions	



OFFICE OF THE PRESIDENT

Item 5.1

PRESENT TO BOARD: DECEMBER 6, 2023

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS

SUBJECT: PERSONNEL ACTIONS

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

I. FACULTY		
<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Syed Rais Ahmad	Network Systems Technology Instructor	11/01/23
II. APPOINTMENTS, FULL-TIME PROFESSIONAL STAFF:		
<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Hirell Bell	Panther Care Specialist	11/13/2023
III. APPOINTMENTS, FULL-TIME CAREER STAFF:		
<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Curtis Heyda	Tutoring and Learning Center Specialist: Math Lab	10/23/2023
Michael Flowers	Technical Assistant, Cultural Programs	11/01/23
V. ADJUNCT FACULTY, 2023-24, ACADEMIC YEAR AS NEEDED:		
<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Kanisha Blandin	Developmental Mathematics	III
Kimberly Cafilisch	English/Humanities	II
Jessica Greenidge	PN/ASN Clinicals	IIIB
Maria Larison	Spanish	II
William Laurson	Criminal Justice	IV
Kim Stewart	PN/ASN/RN to BSN	II
Camille Vilela-Jones	English/Humanities	I

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



OFFICE OF THE PRESIDENT

Item 5.2.1

PRESENT TO BOARD: DECEMBER 6, 2023

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: MONTHLY ACCOUNTS PAYABLE/PAYROLL CHECK REGISTER

Summary information for disbursements for all funds through October are enclosed. Detailed information related to expenditures to date is available during normal business hours in the College Business Office.

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

Accounts Payable:

	2023/2024 Checks		2023/2024 Electronic		2023/2024 P-Card		2023/2024 Totals	
	#	Amount	#	Amount	#	Amount	#	Amount
July	532	\$1,577,711.89	145	\$1,616,947.74	305	\$72,785.06	982	\$3,267,444.69
August	275	\$2,576,667.94	146	\$2,706,371.82	335	\$85,599.92	756	\$5,368,639.68
September	1419	\$2,791,186.73	164	\$2,491,673.97	428	\$90,713.78	2011	\$5,373,574.48
October	820	\$2,489,630.51	229	\$2,088,083.93	606	\$158,351.72	1655	\$4,736,066.16
November								
December								
January								
February								
March								
April								
May								
June								
Totals	3046	\$9,435,197.07	684	\$8,903,077.46	1674	\$407,450.48	5404	\$18,745,725.01

Payroll:

	2023/2024 Checks		2023/2024 Electronic		2023/2024 Totals	
	#	Amount	#	Amount	#	Amount
July	7	\$24,489.82	404	\$1,150,504.19	411	\$1,174,994.01
August	6	\$12,441.91	376	\$1,129,712.45	382	\$1,142,154.36
September	6	\$11,945.63	423	\$1,217,590.96	429	\$1,229,536.59
October	7	\$9,897.08	462	\$1,277,637.61	469	\$1,287,534.69
November						
December						
January						
February						
March						
April						
May						
June						
Totals	26	\$58,774.44	1665	\$4,775,445.21	1691	\$4,834,219.65

Accounts Payable:

	2022/23			2023/24		
	# Payments	Monthly Total	Cumulative Total	# Payments	Monthly Total	Cumulative Total
July	632	\$2,023,352.22	\$2,023,352.22	982	\$3,267,444.69	\$3,267,444.69
August	602	\$1,965,291.69	\$3,988,643.91	756	\$5,368,639.68	\$8,636,084.37
September	1,875	\$3,862,364.77	\$7,851,008.68	2,011	\$5,373,574.48	\$14,009,658.85
October	1,275	\$1,843,696.19	\$9,694,704.87	1,655	\$4,736,066.16	\$18,745,725.01
November	1,533	\$2,163,113.37	\$11,857,818.24			
December	814	\$2,166,981.41	\$14,024,799.65			
January	654	\$2,226,541.50	\$16,251,341.15			
February	2,540	\$9,409,860.31	\$25,661,201.46			
March	1,113	\$2,561,666.48	\$28,222,867.94			
April	862	\$2,613,352.45	\$30,836,220.39			
May	1,094	\$3,428,758.38	\$34,264,978.77			
June	1,327	\$3,655,546.94	\$37,920,525.71			
Totals	14,321	\$37,920,525.71		5,404	\$18,745,725.01	


Payroll:

	2022/23			2023/24		
	# Payments	Monthly Total	Cumulative Total	# Payments	Monthly Total	Cumulative Total
July	410	\$1,065,568.76	\$1,065,568.76	411	\$1,174,994.01	\$1,174,994.01
August	372	\$981,235.08	\$2,046,803.84	382	\$1,142,154.36	\$2,317,148.37
September	411	\$1,082,066.61	\$3,128,870.45	429	\$1,229,536.59	\$3,546,684.96
October	433	\$1,062,036.28	\$4,190,906.73	469	\$1,287,534.69	\$4,834,219.65
November	446	\$1,084,124.90	\$5,275,031.63			
December	459	\$1,133,598.55	\$6,408,630.18			
January	392	\$1,003,592.10	\$7,412,222.28			
February	445	\$1,072,642.31	\$8,484,864.59			
March	450	\$1,129,927.15	\$9,614,791.74			
April	461	\$1,104,981.09	\$10,719,772.83			
May	462	\$1,186,672.05	\$11,906,444.88			
June	409	\$1,111,163.38	\$13,017,608.26			
Totals	5150	\$13,017,608.26		1691	\$4,834,219.65	



OFFICE OF THE PRESIDENT

Item 5.2.2

PRESENT TO BOARD: DECEMBER 6, 2023
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
FROM: FRED HAWKINS 
SUBJECT: DONATION – 2019 EZGO TXT GOLF CART

In accordance with SFSC DBOT Policy 4.16, approval is requested to accept the donation of an operational 2019 EZGO TXT golf cart from America Golf Cart, Inc. The vehicle will benefit the College by using it to replace older/less functional golf cart currently in use within the Athletic Department – Baseball Team at the Highlands campus. This vehicle is valued at approximately \$3,800.

SUGGESTED MOTION:
Move to approve the donation of an operational 2019 EZGO TXT golf cart to benefit the Athletic Department – Baseball team at the Highlands campus as presented.



OFFICE OF THE PRESIDENT

Item 5.2.3

PRESENT TO BOARD: DECEMBER 6, 2023
TO: SOUTH FLORIDA STATE COLLEGE DISTRICT BOARD OF TRUSTEES
FROM: FRED HAWKINS
SUBJECT: PROPERT DISPOSALS – DECEMBER 2023

Approval is requested to delete the equipment items listed below. These items are not capitalized (over \$5,000), therefore, there is no financial impact. These items are beyond repair and/or obsolete and will be held in storage until disposal.

South Florida State College
Disposal Items
December 2023

Table with 5 columns: Tag #, Date Purchased, Description, Cost, Condition Code. Rows include: 12793, 9/27/2001, True Reach-In Refrigerator, \$1,120.00, Poor; 14072, 8/23/2005, Golf Cart, \$4,986.00, Poor; 14206, 4/14/2006, Laser Wheel Balancer, \$4,649.00, Obsolete.

SUGGESTED MOTION:
Move to approve the deletion of College property from inventory records as presented.

6.0 Planning and Policy Issues

7.0 Academic and Student Matters



OFFICE OF THE PRESIDENT

Item 7.1

PRESENT TO BOARD: DECEMBER 6, 2023

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: CURRICULUM PROPOSALS

Approval is requested for the following curriculum proposals:

I. PROGRAM ADDITION

Request approval to add a new career certificate combining two existing programs for PELL eligibility. Combining the Firefighter (CC) and Emergency Medical Technician (CCC) into one program increases the overall length to 792 contact hours. This new program will prepare students to become certified Firefighters as well as licensed Emergency Medical Technicians. This development will make this program of study more accessible to underserved populations. New program effective Spring 2024 (202420).

➤ **Firefighter/Emergency Medical Technician - Combined – Career Certificate #3602**

- Program Length: 792 contact hours
- CIP# 0743020313
- FFP 0030 Firefighter I (191 cont. hrs.)
- FFP 0031 Firefighter II (301 cont. hrs.)
- EMS 0XXX Emergency Medical Technician I (112 cont. hrs.) - New
- EMS 0XXXL Emergency Medical Technician Lab (120 cont. hrs.) - New
- EMS 0XXX Emergency Medical Technician Practicum (68 cont. hrs.) - New

II. PROGRAM REVISIONS

Request approval to modify the Electrical Lineworker program's course structure. Experience has shown that one 150-hour course would be simpler and work out better from a financial aid standpoint than what it was originally designed splitting the CDL portion into three parts totaling 150 hours. No program length change. Program revision effective Summer 2024 (202430).

➤ **Electrical Lineworker – Career Certificate #3300**

- **Delete** TRA 0261 CDL for Electrical Line Service II (45 con. hrs.) and TRA 0262 CDL for Electric Line Service III (45 con. hrs.).
- **Add/Remove** TRA 0260C CDL for Electric Line Service-I
 - **Change** contact hours from 60 to 150
 - **Add** to Prerequisites: ...DOT physical, 9-panel drug screening and the completion of Entry Level Drive Training are required...

III. PROGRAM REINSTATEMENT

Request approval to reinstate the Drafting program effective Fall 2024 (202510). Community employers, including Scosta Corporation (Wood or Steel Roof & Floor Trusses) and Sherco, Inc. (Land Surveying) contacted SFSC's Dean of Applied Sciences to request the program, which was shelved in 2008, be reinstated. There is a high demand for completers of this program due to the expanding real estate and other developments in the tri-county area. This program will prepare students with the technical skills, professional attitude, and fundamental design background to be successful in today's growing and ever-advancing workforce in drafting and design technology.

➤ **Drafting – Career Certificate #3290**

- Program Length: 1,500 contact hours
- CIP# 0615130100
- TDR 0XXX Introduction to AutoCAD (60 contact hours) - New
- TDR 0XXXL Introduction to AutoCAD Lab (30-240 contact hours) - New
- TDR 0XXX Introduction to Drafting (60 contact hours) - New
- TDR 0XXXL Introduction to Drafting Lab (30-240 contact hours) - New
- TDR 0XXX Architectural Drafting (60 contact hours) - New
- TDR 0XXXL Architectural Drafting Lab (30-240 contact hours) - New
- TDR 0XXX Civil Drafting (60 contact hours) - New
- TDR 0XXXL Civil Drafting Lab (30-240 contact hours) - New
- TDR 0XXX Advanced and Detail Drafting (60 contact hours) - New
- TDR 0XXXL Advanced and Detail Drafting Lab (30-240 contact hours) - New
- TDR 0XXX Co-op work Experience in Drafting (60-420 credits/contact hours) - New
- TDR 0XXX Drafting Internship (60-420 credits/contact hours) - New
- TDR 0XXX Selected Topics in Drafting (60 contact hours) - New
- TDR 0XXXL Selected Topics in Drafting Lab (30-240 contact hours) - New

IV. PROGRAM DELETION

Requesting approval to discontinue the Nursing Assistant program. This career certificate program is no longer being taught in the nursing department. There has been no enrollment since 2015. A comparable program is currently being offered through the Community and Corporate Education Department. Program deletion effective Spring 2024 (202420).

➤ **Nursing Assistant (Articulated) - Career Certificate #3560**

- Program Length: 165 contact hours
- CIP# 0351390203
- **Delete** HCP 0100C Nursing Assistant (165 cont. hrs.)

V. COURSE ADDITIONS

Requesting approval to add the following honors courses and labs. Honors General Chemistry I and II lectures and labs will allow students to conduct more advanced research, apply more advanced course concepts, and present data at conferences. It will also enable them to more easily excel when they transfer to other institutions. New courses and labs effective Spring 2024 (202420).

- **CHM 2045 Honors General Chemistry I** (3 credits)
- **CHM 2045L Honors General Chemistry I Lab** (1 credit)
- **CHM 2046 Honors General Chemistry II** (3 credits)
- **CHM 2046L Honors General Chemistry II Lab** (1 credit)

VI. COURSE REVISIONS

Request approval to separate chemistry labs from combined chemistry courses so students who need only the chemistry courses or the chemistry labs can take either independently from the other. Currently, students must enroll and pay for combined chemistry courses and labs because they are linked, even if they need just the courses or the labs. Course revisions effective Spring 2024 (202420).

- **Change CHM 2045C General Chemistry I** from 4 to 3 cr. hrs.
- **Add CHM 2045L General Chemistry I Lab** 1 cr. hr.
- **Change CHM 2046C General Chemistry I** from 4 to 3 cr. hrs.
- **Add CHM 2046L General Chemistry II Lab** 1 cr. hr.

Request approval to modify the Elementary Statistics and Honors prerequisites so students will be able to choose MAT 1033 or MAT 1100. The latter is for students who do not plan to enroll in any courses with prefixes of MAC or MAP. It includes topics in consumer math, algebra skill-building, reasoning, and introductory statistics; skills needed for students who are NOT on the Algebra-to-Calculus track. Course revisions effective Spring 2024 (202420).

- **STA 2023 Elementary Statistics and Honors Elementary Statistics**
 - **Add** MAT 1100 Mathematical Literacy for College Students to MAT 1033 Intermediate Algebra or equivalent **(Remove)** prerequisite.

Request approval to modify the following courses' prerequisites so students will be able to choose MAT 1033 or MAT 1100. The latter is for students who do not plan to enroll in any courses with prefixes of MAC or MAP. It includes topics in consumer math, algebra skill-building, reasoning, and introductory statistics; skills needed for students who are NOT on the Algebra-to-Calculus track. Plus, remove both math courses as General Education and

Core courses. Beginning Fall 2024, both MGFs will no longer be General Education courses per SB 366 Rule 6A-14.0303 F.A.C. Course revisions effective Fall 2024 (202510).

➤ **MGF 1106 Liberal Arts Mathematics I**

➤ **MGF 1107 Liberal Arts Mathematics II**

- **Add** MAT 1033 Intermediate Algebra or MAT 1100 Mathematical Literacy for College Students as prerequisites
- **Remove** as a General Education Requirements and Mathematics Core courses


SUGGESTED MOTION:

Move to approve the curriculum proposals as presented.



OFFICE OF THE PRESIDENT

Item 7.2

PRESENT TO BOARD: DECEMBER 6, 2023
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
FROM: FRED HAWKINS 
SUBJECT: 2024 – 2025 PROPOSED COLLEGE CALENDAR

Attached is the proposed 2024 – 2025 College Calendar. The proposed calendar has been reviewed by departments directly involved in providing student services, the Faculty Council, 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 the 2024 – 2025 College Calendar as presented.

2024-2025 COLLEGE 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 website 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 2024	Spring 2025	Summer 2025
Priority Date for SFSC Foundation Scholarships	July 15, 2024	Nov. 15, 2024	April 1, 2025
Faculty Return	Aug. 9, 2024	Jan. 6, 2025	
Last Day to Apply for Graduation	Oct. 25, 2024	March 17, 2025	-
Last day to Purchase Cap and Gown	Nov. 1, 2024	March 21, 2025	
Commencement / Graduation	Dec. 12, 2024	May 8, 2025	
Full Term	Aug. 14 - Dec. 11 (16 week)	Jan. 8 - May 6 (16 week)	May 9 - Aug. 1 (12 week)
Priority Registration for Students with over 40 hours to include Priority Registration for veterans/dependents using the GI Bill	April 1, 2024	Oct. 7, 2024	Oct. 7, 2024
Begin Registration for Students with over 20 hours	April 3, 2024	Oct. 9, 2024	Oct. 9, 2024
Begin Open Registration	April 8, 2024	Oct. 14, 2024	Oct. 14, 2024
Fee Payment Deadline	Aug. 7, 2024*	Jan. 3, 2025*	May 2, 2025*
Classes Begin	Aug. 14, 2024	Jan. 8, 2025	May 9, 2025
Registration Ends (Last Day to Add a Class)	Aug. 16, 2024**	Jan. 10, 2025**	May 13, 2025**
Deadline to Drop Classes with Refund or Change Audit Status. Last date for instructors to report N8 (No-Show)	Aug. 21, 2024	Jan. 15, 2025	May 16, 2025
MANDATORY ATTENDANCE	Aug. 14-21, 2024	Jan. 8-15, 2025	May 9-16, 2025
Deadline to Withdraw with a Grade of W. Last date for instructors to report for NA (Non-Attendance)	Oct. 25, 2024	March 20, 2025	June 30, 2025
Exam Week	Dec. 6-11, 2024	May 1-8, 2025	
Last Day of Classes	Dec. 11, 2024	May 6, 2025	Aug. 1, 2025
Faculty - Grades Due to Registrar's Office	Dec. 12, 2024	May 7, 2025	Aug. 1, 2025
	BY NOON		
First Flex Term	Aug. 14 - Oct. 11 (8 week)	Jan. 8 - March 7 (8 week)	May 9 - June 20 (6 week)
Priority Registration for Students with over 40 hours to include Priority Registration for veterans/dependents using the GI Bill	April 1, 2024	Oct. 7, 2024	Oct. 7, 2024
Begin Registration for Students with over 20 hours	April 3, 2024	Oct. 9, 2024	Oct. 9, 2024
Begin Open Registration	April 8, 2024	Oct. 14, 2024	Oct. 14, 2024
Fee Payment Deadline	Aug. 7, 2024*	Jan. 3, 2025*	May 2, 2025**
Classes Begin	Aug. 14, 2024	Jan. 8, 2025	May 9, 2025
Registration Ends (Last Day to Add a Class)	Aug. 16, 2024**	Jan. 10, 2025**	May 13, 2025**
Deadline to Drop Classes with Refund or Change Audit Status. Last date for instructors to report N8 (No-Show)	Aug. 21, 2024	Jan. 15, 2025	May 16, 2025
MANDATORY ATTENDANCE	Aug. 14-21, 2024	Jan. 8-15, 2025	May 9-16, 2025
Deadline to Withdraw with a Grade of W. Last date for instructors to report NA (Non-Attendance)	Sept. 18, 2024	Feb. 12, 2025	June 4, 2025
Last Day of Classes	Oct. 11, 2024	March 7, 2025	June 20, 2025
Faculty - Grades Due to Registrar's Office	Oct. 14, 2024	March 7, 2025	June 20, 2025
	BY NOON		
Second Flex Term	Sept. 4 - Dec. 11 (13 week)	Jan. 31 - May 6 (13 week)	June 23 - Aug. 1 (6 week)
Priority Registration for Students with over 40 hours to include Priority Registration for veterans/dependents using the GI Bill	Aug. 8, 2024	Nov. 18, 2024	Oct. 7, 2024
Begin Registration for Students with over 20 hours	Aug. 12, 2024	Nov. 20, 2024	Oct. 9, 2024
Begin Open Registration	Aug. 14, 2024	Dec. 2, 2024	Oct. 14, 2024
Fee Payment Deadline	Aug. 30, 2024*	Jan. 22, 2025*	May 2, 2025**
Classes Begin	Sept. 4, 2024	Jan. 31, 2025	June 23, 2025
Registration Ends (Last Day to Add a Class)	Sept. 6, 2024**	Feb. 4, 2025**	June 25, 2025**
Deadline to Drop Classes with Refund or Change Audit Status. Last date for instructors to report N8 (No-Show)	Sept. 11, 2024	Feb. 7, 2025	June 30, 2025
MANDATORY ATTENDANCE	Sept. 4-11, 2024	Jan. 31-Feb. 7, 2025	June 23-30, 2025
Deadline to Withdraw with a Grade of W. Last date for instructors to report NA (Non-Attendance)	Nov. 4, 2024	March 31, 2025	July 17, 2025
Last Day of Classes	Dec. 11, 2024	May 6, 2025	Aug. 1, 2025
Faculty - Grades Due to Registrar's Office	Dec. 12, 2024	May 7, 2025	Aug. 1, 2025
	BY NOON		
Third Flex Term	Oct. 9 - Dec. 11 (8 week)	March 10 - May 6 (8 week)	
Priority Registration for Students with over 40 hours to include Priority Registration for veterans/dependents using the GI Bill	April 1, 2024	Oct. 7, 2024	-
Begin Registration for Students with over 20 hours	April 3, 2024	Oct. 9, 2024	-
Begin Open Registration	April 8, 2024	Oct. 14, 2024	-
Fee Payment Deadline	Aug. 7, 2024*	Jan. 3, 2025*	-
Classes Begin	Oct. 9, 2024	March 10, 2025	-
Registration Ends (Last Day to Add a Class)	Oct. 11, 2024**	March 19, 2025**	-
Deadline to Drop Classes with Refund or Change Audit Status. Last date for instructors to report N8 (No-Show)	Oct. 16, 2024	March 24, 2025	-
MANDATORY ATTENDANCE	Oct. 9-16, 2024	March 17-24, 2025	-
Deadline to Withdraw with a Grade of W. Last date for instructors to report NA (Non-Attendance)	Nov. 18, 2024	April 16, 2025	-
Last Day of Classes	Dec. 11, 2024	May 6, 2025	-
Faculty - Grades Due to Registrar's Office	Dec. 12, 2024	May 7, 2025	-
	BY NOON		
Limited Services Available			
Convocation	Aug. 12, 2024	-	-
Professional Development Day	-	Feb. 21, 2025	-
Energy Saving Fridays		No Classes - College Closed	
No Classes on Fridays in Summer (May 30, June 6, 13, 20, 27, July 4, 11, 18, 25, 2025) Exceptions: Community Ed., Workforce Training, and Adult Ed.	Labor Day - Sept. 2, 2024	Martin Luther King - Jan 20, 2025	Memorial Day - May 26, 2025
	Thanksgiving - Nov. 25-29, 2024	Spring Break - March 8-16, 2025	Independence Day - July 4, 2025
	Winter Break - Dec. 14, 2024 - Jan. 1, 2025	-	-


* Fees due on day of registration after deadline date
** ends at 11:59 p.m.

8.0 Purchasing and Other Action Items



OFFICE OF THE PRESIDENT

Item 8.1

PRESENT TO BOARD: DECEMBER 6, 2023
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
FROM: FRED HAWKINS 
SUBJECT: NON-RECURRING PAY – DECEMBER 2023

On June 21, 2023, the District Board of Trustees adopted the operating budget for the 2023-24 fiscal year and the related college salary schedule for the year implementing new salary rates and adopting the schedule of regularly established positions. Pursuant to Section 215.425(1), Florida Statutes, the College salary schedule provides that “upon recommendation of the President and at the discretion of the Board of Trustees, a non-recurring salary increase to all eligible employees may be awarded at any time during the fiscal year (July 1 through June 30), contingent upon available funds. This non-recurring salary increase may be in addition to or in lieu of regular salary increases.” As noted in the budget workshop on May 17, 2023, and included in the operating budget approved on June 21, 2023, the President reserved the ability to recommend a non-recurring salary increase in accordance with the College salary schedule for later in the fiscal year.

In acknowledgement of the current economic conditions and the impact inflation has had on employee households, staff has designated sufficient funds to implement a non-recurring salary increase for all active employees as of December 1, 2023, payable on December 15, 2023, in the amount of \$2,000 for all employees in regularly established full-time positions and \$1,000 for all employees in regularly established part-time positions. The fiscal impact of this proposal is \$630,000.

SUGGESTED MOTION:
Move to approve a non-recurring salary increase for all active employees as of December 1, 2023, in the amount of \$2,000 for all employees in regularly established full-time positions and \$1,000 for all employees in regularly established part-time positions as presented.

9.0 Reports



OFFICE OF THE PRESIDENT

Item 9.1

PRESENT TO BOARD: DECEMBER 6, 2023

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

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

Enclosed for your review are the graphs and a summary of revenues and expenditures compared to budgeted funds within the Operating Budget through October 2023.

**SOUTH FLORIDA STATE COLLEGE
FINANCIAL SUMMARY
FISCAL YEAR 2023-24
As of October 31, 2023**

	Budgeted Annual Revenue	Recorded Year To Date	% Recorded of Annual	Recorded Prior Year To Date	% Recorded Prior Year
Student Fees	\$ 5,202,500	\$ 3,259,125	63%	\$ 2,771,643	56%
State Funding	29,398,752	8,444,897	29%	\$ 6,419,130	29%
Other Revenue	2,035,000	784,356	39%	780,271	36%
Total Revenue	\$ 36,636,252	\$ 12,488,378	34%	\$ 9,971,044	34%

	Budgeted Annual Expenditures	Expenditures Year To Date	% Expended of Annual	Expenditures Prior Year To Date	% Expended Prior Year
Salaries	\$ 24,757,956	\$ 8,473,084	34%	\$ 7,160,945	33%
Current Expense	8,992,006	2,938,742	33%	2,773,231	38%
Capital Outlay	2,601,118	56,292	2%	471,084	63%
Total Expenditures	\$ 36,351,080	\$ 11,468,118	32%	\$ 10,405,260	35%

South Florida State College Fund Balance Summary Projection 2023-24 Fiscal Year	
Fund Balance Carryforward from Fiscal Year 2022-23	
Unallocated Fund Balance	\$ 6,151,788
Reserve for Encumbrances	98,912
Total Fund Balance Available for FY 2023-24	<u>\$ 6,250,699</u>
Plus	
Actual Revenue to Date	\$ 12,488,378
Projected Additional Revenue	\$ 24,147,874
Total Revenue	<u>\$ 36,636,252</u>
Total Projected Funds Available	
	<u>\$ 42,886,951</u>
Minus	
Actual Expenditures to Date	\$ 11,468,118
Projected Additional Expenditures	\$ 24,882,962
Total Projected Expenditures	<u>\$ 36,351,080</u>
Total Projected Fund Balance Available for FY 2023-24	\$ 6,535,871
Less: Encumbrances and Board Designations	<u>\$ 3,186,823</u>
Total Projected Fund Balance Unallocated for FY 2023-24	\$ 3,349,048
Projected Unallocated Fund Balance Percentage:	7.81%

South Florida State College
Budget to Actual
Fiscal Year 2023-24 and Fiscal Year 2022-23
As of October 31, 2023

	Recorded			Recorded		
	Budget FY 23-24	10/31/2023	%	Budget FY 22-23	10/31/2022	%
Revenue:						
Tuition	\$ 4,445,977	\$ 2,648,553	60%	\$ 4,187,275	\$ 2,215,776	53%
Student Fees	756,523	610,572	81%	751,328	555,867	74%
State Support - FCSFP	25,464,918	8,007,804	31%	18,812,561	6,034,508	32%
State Support - Lottery	3,933,834	437,093	11%	3,461,595	384,622	11%
Other Revenue	2,035,000	784,356	39%	2,150,669	780,271	36%
Total Revenue	\$ 36,636,252	\$ 12,488,378	34%	\$ 29,363,428	\$ 9,971,044	34%
Expenses:						
Personnel Expenses:						
Salary Expense	\$ 17,965,838	\$ 7,096,142	39%	\$ 16,012,000	\$ 6,002,985	37%
Fringe Benefits	6,792,118	1,376,942	20%	5,865,252	1,157,960	20%
Sub Total	\$ 24,757,956	\$ 8,473,084	34%	\$ 21,877,252	\$ 7,160,945	33%
Other Expenses:						
Travel	\$ 298,337	\$ 71,845	24%	\$ 274,728	\$ 34,287	12%
Postage & Telephone	304,013	94,283	31%	83,287	72,852	87%
Printing	38,974	5,857	15%	38,510	2,711	7%
Repairs & Maintenance	1,810,099	730,340	40%	1,766,334	725,207	41%
Rental & Insurance	854,405	69,481	8%	702,737	114,421	16%
Utilities	1,828,515	623,316	34%	1,661,278	556,048	33%
Services	1,557,328	459,613	30%	1,091,472	464,642	43%
Supplies & Subscriptions	1,859,763	543,757	29%	1,502,866	688,614	46%
Other Expenses	440,572	340,250	77%	174,650	114,449	66%
Sub Total:	\$ 8,992,006	\$ 2,938,742	33%	\$ 7,295,862	\$ 2,773,231	38%
Capital Outlay:	\$ 2,601,118	\$ 56,292	2%	\$ 746,607	\$ 471,084	63%
Total Expenses	\$ 36,351,080	\$ 11,468,118	32%	\$ 29,919,721	\$ 10,405,260	35%
Revenue Over (Under) Expenses	\$ 285,172	\$ 1,020,260		\$ (556,293)	\$ (434,216)	

Additional Information:

1. Tuition and fee revenues are generally collected in the following manner: 43% Fall (Aug. - Oct.), 42% Spring (Nov. - Jan.), 15% Summer (April - May).
2. State Support (FCSFP & Lottery) is distributed evenly over 12 months.
3. Other Revenues vary throughout the year.
4. Salaries: Full-time regular employees are paid equally over 12 months. Part-time instructors are paid based on class load.
5. Current expenses remain constant from month-to-month.
6. Capital expenses vary throughout the year but do not have a significant impact on total expenses.

RESTRICTED, AUXILIARY AND PLANT FUNDS
STATEMENT OF REVENUES, EXPENDITURES, AND OTHER CHANGES
As of October 31, 2023

	Current Fund		Loan Fund	Scholarships	Unexpended Plant
	Restricted	Auxiliary Fund			
<u>REVENUE</u>					
Student Fees	\$ 187,417	\$ -	\$ -	\$ 190,282	\$ 227,434
Local Support	-	-	-	-	-
State Support	210,021	-	-	327,515	400,000
Federal Support	3,736,675	-	-	3,620,198	-
Gifts & Contracts	97,023	57,479	-	-	-
Sales	46,300	447,024	-	-	-
Insurance Proceeds	-	-	-	-	1,610,113
Other Revenue	-	18,410	948	-	-
TOTAL REVENUE	\$ 4,277,436	\$ 522,913	\$ 948	\$ 4,137,995	\$ 2,237,547
<u>EXPENDITURES</u>					
<u>Personnel Expenditures</u>					
Salary Expense	\$ 472,743	\$ 139,998	\$ -	\$ -	\$ -
Fringe Benefits	173,449	56,856	-	-	-
Subtotal	\$ 646,192	\$ 196,854	\$ -	\$ -	\$ -
<u>Other Expenses</u>					
Travel	\$ 29,785	\$ 1,403	\$ -	\$ 1,844	\$ -
Postage & Telephone	1,950	3,073	-	-	-
Printing	369	333	-	-	499
Repairs & Maintenance	65,983	16,087	-	-	2,248,044
Rental & Insurance	9,361	916	-	-	89,950
Utilities	142	561	-	-	-
Services	2,754,091	204,218	-	-	21,889
Materials & Supplies	208,784	36,950	-	-	24,626
Cost of Goods Sold	-	93,705	-	-	-
Scholarships & Waivers	23,156	-	-	4,232,800	-
Indirect Cost Expense	72,592	-	-	675	-
Other Expenses	-	-	-	-	-
Subtotal	\$ 3,166,213	\$ 357,246	\$ -	\$ 4,235,319	\$ 2,385,008
<u>Capital Outlay</u>					
Furniture & Equipment	\$ 949,956	\$ 1,343	\$ -	\$ -	\$ -
Renovating & Remodeling	10,510	-	-	-	1,185,979
Subtotal	\$ 960,466	\$ 1,343	\$ -	\$ -	\$ 1,185,979
TOTAL EXPENDITURES	\$ 4,772,871	\$ 555,443	\$ -	\$ 4,235,319	\$ 3,570,987
NET INCREASE (DECREASE) IN FUND BALANCE	\$ (495,435)	\$ (32,530)	\$ 948	\$ (97,324)	\$ (1,333,440)


**SOUTH FLORIDA STATE COLLEGE
BALANCE SHEET - ALL FUNDS
As of October 31, 2023**

	Current Fund				Unexpended	Invested in	
	Restricted	Auxiliary Fund	Loan Fund	Scholarships	Plant	Plant	Totals
<u>ASSETS</u>							
Cash/Cash Equivalents	\$ (1,937,425)	\$ 457,117	\$ 1,174	\$ 71,484	\$ 2,621,477	\$ -	\$ 1,213,826
Accounts Receivable, Net	\$ 1,732,043	\$ 26,075		\$ -	\$ 5,430,978		\$ 7,189,096
Investments		\$ 1,136,601	\$ 68,793		\$ 3,035,478		\$ 4,240,872
Capital Lease, Net							\$ -
Land						\$ 2,477,518	\$ 2,477,518
Buildings, Net						\$ 41,482,053	\$ 41,482,053
Other, Structures & Improvements, Net						\$ 9,600	\$ 9,600
Furniture & Equipment, Net						\$ 3,154,539	\$ 3,154,539
Data Software - Perpetual Licenses						\$ 579,029	\$ 579,029
Artwork						\$ 567,876	\$ 567,876
Construction in Progress							\$ -
Other		\$ 44,217					\$ 44,217
TOTAL ASSETS	\$ (205,382)	\$ 1,664,010	\$ 69,967	\$ 71,484	\$ 11,087,933	\$ 48,270,616	\$ 60,958,628
<u>LIABILITIES AND FUND BALANCE</u>							
<u>Liabilities</u>							
Accounts Payable	\$ 37,421	\$ 73,497	\$ -	\$ 1,711	\$ 24,505	\$ -	\$ 137,134
Compensated Leave Payable							\$ -
Retainage Payable							\$ -
Unearned Revenue	\$ -	\$ 10,653		\$ 1,937			\$ 12,591
Salaries & Benefits Payable							\$ -
Total Liabilities	\$ 37,421	\$ 84,150	\$ -	\$ 3,648	\$ 24,505	\$ -	\$ 149,724
<u>Fund Balance:</u>							
Fund Balance	\$ 252,632	\$ 1,612,390	\$ 69,019	\$ 165,159	\$ 12,396,869	\$ -	\$ 14,496,069
Investment in Plant						\$ 48,273,647	\$ 48,273,647
Change in Fund Balance (YTD)	\$ (495,435)	\$ (32,530)	\$ 948	\$ (97,324)	\$ (1,333,440)	\$ (3,031)	\$ (1,960,812)
Total Fund Balance	\$ (242,803)	\$ 1,579,860	\$ 69,967	\$ 67,835	\$ 11,063,428	\$ 48,270,616	\$ 60,808,904
TOTAL LIABILITIES AND FUND BALANCE	\$ (205,382)	\$ 1,664,009	\$ 69,967	\$ 71,484	\$ 11,087,933	\$ 48,270,616	\$ 60,958,628



OFFICE OF THE PRESIDENT

Item 9.2

PRESENT TO BOARD: DECEMBER 6, 2023
TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
FROM: FRED HAWKINS 
SUBJECT: RESOURCE DEVELOPMENT 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 2023 meeting of the College District Board of Trustees. The included dates are October 1, 2023 through October 31, 2023. The total amount reported is **\$81,717.00**.

- II. **Resource Development Update**
 - a. Property Sale
 - b. Event/Annual Sponsors
 - c. Selby Foundation
 - d. Nucor Campus Tour

South Florida State College Foundation
Gift Summary Report 10/01/2023 - 10/31/2023

Fund ID	Fund Description	Gift Count	Cash	Pledges	Stocks/Other	Total
1000	Unrestricted	24	\$253.50	\$0.00	\$0.00	\$253.50
3021	Highlands Health Services Grant	1	\$10,000.00	\$0.00	\$0.00	\$10,000.00
5011	SFSC General Scholarship	15	\$189.50	\$0.00	\$0.00	\$189.50
5013	Wm. R. Jarrett Scholarship	1	\$10,000.00	\$0.00	\$0.00	\$10,000.00
5025	General Nursing Scholarship	1	\$0.50	\$0.00	\$0.00	\$0.50
5031	SFSC Community Fund	3	\$20.50	\$0.00	\$0.00	\$20.50
5032	SFSC Library Donations	2	\$32.00	\$0.00	\$0.00	\$32.00
5045	Athletic Booster Club	7	\$551.00	\$0.00	\$0.00	\$551.00
5095	Dental Programs	1	\$50.00	\$0.00	\$0.00	\$50.00
5098	Arcadia Center	2	\$30.00	\$0.00	\$0.00	\$30.00
5110	Highlands County Bar Association Scholarship	6	\$325.00	\$0.00	\$0.00	\$325.00
5158	TSIC Scholarships	6	\$70.00	\$0.00	\$0.00	\$70.00
6005	Partnership Project	3	\$70.00	\$0.00	\$0.00	\$70.00
6006	Alumni Association Fund	2	\$110.00	\$0.00	\$0.00	\$110.00
6007	Field House Project/Ball Park	1	\$50,000.00	\$0.00	\$0.00	\$50,000.00
6008	Jarrett Family Foundation Endowed Teaching Chair in Business	1	\$10,000.00	\$0.00	\$0.00	\$10,000.00
6010	STEM Endowment	2	\$15.00	\$0.00	\$0.00	\$15.00
Grand Totals:		78	\$81,717.00	\$0.00	\$0.00	\$81,717.00
	78 Gift(s) listed					
	65 Donor(s) listed					

Grant Awards

Grant Walmart Foundation (Avon Park)
Amount Awarded \$500
Department Chemistry Department
Description Funds awarded to provide necessary supplies to the Undergraduate Research project: Effectiveness of Industrial Hemp as a Phytoremediator of Polluted Waters.

Grant Department of Labor Increasing Access: The Next Generation of Healthcare Professionals
Amount Awarded \$1,421,600
Department Health Sciences
Description Funds awarded to enhance the ability to bridge equity gaps by meeting the skill development requirements of a proficient healthcare workforce. The mentioned amount signifies SFSC's portion within the grant. This initiative is part of a consortium, with Lake-Sumter State College and the College of Central Florida (serving as the lead institution), collectively addressing this goal.

Grant National Farmworker Jobs Program
Amount Awarded \$282,306
Department Farmworker Program
Description Funds awarded to provide necessary support for seasonal and migrant farmworkers, including their families, in the tri-county area to complete certificate and/or degree programs with the goal of finding full-time employment.

Grant Perkins V **Post-Secondary** Career and Technical Education Programs

Amount Awarded \$267,051

Department Applied Sciences and Technologies

Description Funds awarded will develop more fully the academic, career and technical skills of postsecondary education students who elect to enroll in career and technical education programs

Grant Perkins V **Rural Innovation** Career and Technical Education Programs

Amount Awarded \$99,753

Department Applied Sciences and Technologies

Description Funds awarded to rural institutions to supplement and strengthen career and technical programs that are high-skill, high-wage, and/or high- demand fields.