

**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

5.1 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.

9.3 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.

9.4 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.

9.5 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.