



**SFSC  
District Board of Trustees  
Regular Meeting  
March 20, 2024**

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

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

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**1.0 *Call to Order and Preliminary Matters***



OFFICE OF THE PRESIDENT

**Item 1.1**

PRESENT TO BOARD: MARCH 20, 2024

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 March 20, 2024 be adopted.

**SUGGESTED MOTION:**  
**Move to adopt the agenda of the regular meeting of March 20, 2024 as presented.**

**REGULAR MEETING AGENDA  
SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES  
HIGHLANDS CAMPUS  
March 20, 2024  
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 – January 31, 2024
  - 1.3 Review of Master Calendar
- 2.0 Communications, Introductions, and Recognition
  - 2.1 New Employee Introductions
- 3.0 Public Comment
- 4.0 Presentations
- 5.0 Consent Agenda Action Items
  - 5.1 Personnel Actions
    - 5.1.2 Employee Retirement Acknowledgement
  - 5.2 Agreements and Contracts
    - 5.2.1 Affiliation Agreement – The City of Lakeland (Fire and Rescue Division)
  - 5.3 Operating Actions
    - 5.3.1 Monthly Accounts Payable & Payroll Check Register
- 6.0 Planning and Policy Issues
- 7.0 Academic and Student Matters
  - 7.1 Curriculum Proposals
- 8.0 Other Action Items
  - 8.1 RFQ 23-02 Construction Management At-Risk Services For Construction Projects On A Continuing Basis For SFSC and SFSC Foundation
- 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: MARCH 20, 2024

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: MINUTES – REGULAR MEETING – JANUARY 31, 2024

It is recommended that the minutes of the regular meeting held January 31, 2024 be approved as presented.

**SUGGESTED MOTION:**

**Move to approve the minutes of the January 31, 2024 regular meeting as presented.**

**MEETING MINUTES  
SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES  
JANUARY 31, 2024**

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

**Excused:** Mr. Derren Bryan

<b>Staff Present:</b>	Mrs. Jamie Bateman	Mrs. Ashley Bennett	Dr. Mark Bukowski
	Dr. Kathleen Cappo	Mr. Peter Elliott	Ms. Cindy Garren
	Ms. Michele Hall	Dr. James Hawker	Dr. Michele Heston
	Mrs. Amie Kelly	Mr. Don Kesterson	Mrs. Melissa Kuehnle
	Mrs. Michelle Leidel	Mr. Keith Loweke	Ms. Taylor Massey
	Dr. Chris van der Kaay	Mrs. Teresa Vorous	Mrs. June Weyrauch
	Mr. Patrick Baker	Mrs. Kim Cloud	Mr. John Lackey
	Mr. Samuel Miranda	Mrs. Emily Dabolt	Dr. Mintoo Patel
	Mrs. Anastasia Fuchser	Ms. Megan Togno	Mrs. Kelly Dec-Fairfield
	Dr. John McLaughlin	Mr. Joseph Serrano	Mr. Go Ramnarain
	Mrs. Mlisa Manning	Mr. Joe Marble	Mrs. Shawn Haralson
	Mr. Mike Austin	Mrs. Courtney Green	Mrs. Asena Mott

**Others Present:** Mr. Marc Valero, Highlands News-Sun  
Mrs. Marielena McLaughlin  
Mrs. Wendy Turner

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**

**Mr. Backer made a motion, seconded by Mrs. Cullens, to adopt the agenda of the regular meeting as presented.** Those voting in favor of the motion were Mr. Atchley, Mr. Backer, Mrs. Cullens, 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 December 6, 2023 as presented.** Those voting in favor of the motion were Mr. Atchley, Mr. Backer, Mrs. Cullens, Dr. Kirschner, and Mrs. Rider. **Motion carried by unanimous vote.**

**1.3 Review of Master Calendar**

The Master Calendar was reviewed. No recommendations. Mr. Atchley stated he and some of the other trustees attended the FCS Trustee Commission Update and Legislative reception held on January 22 in Tallahassee. He thanked those trustees who were able to attend.

Mr. Atchley stated that while he was in Tallahassee, he was also able to attend the Undergraduate Research at the Capitol event. Mrs. Jamie Bateman introduced Dr. Mintoo Patel and the dual enrollment undergraduate students. Dr. Hawker gave a brief overview of the event and stated that SFSC was one of two state colleges that presented. Dr. Patel introduced the students and they each gave a brief overview of the research project posters that they presented in Tallahassee.

**2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITIONS**

**2.1 New Employee Introduction**

The following new employees were introduced:

Employee	Position	Supervisor	Hired
Samuel Miranda	General Maintenance	Go Ramnarain	09/25/23
Amie Kelly	Executive Assistant, Vice President for Administrative Services	Peter Elliott	09/25/23
Patrick Baker	General Maintenance Hotel Jacaranda	Go Ramnarain	10/02/23
John Lackey	Multimedia Technology	Emily Dabolt	10/02/23
Kimberly Cloud	Administrative Assistant III, Institutional Effectiveness	Chris van der Kaay	10/02/23

**3.0 PUBLIC COMMENT**

None

**4.0 PRESENTATION**

**4.1 Criminal Justice Program Update**

Dr. Michele Heston introduced Dr. John McLaughlin, Director of the Criminal Justice programs. Dr. McLaughlin gave a brief overview of the criminal justice program and the course processes. He introduced his team to the board and gave a background on their credentials and what they do in the criminal justice program. Mrs. Cullens inquired about enrollment in the criminal justice program. Dr. McLaughlin gave her a brief update on enrollment. Mr. Atchley stated that there is a great need for law enforcement and providing qualified officers. President Hawkins stated that he is grateful to have Dr. McLaughlin at SFSC and the work that he does for the college. Mrs. Cullens asked about additional marketing opportunities to promote the criminal justice program. Mrs. Kuehnle stated that she is currently working on some marketing and promotional opportunities.

**5.0 CONSENT AGENDA ACTION ITEMS**

**5.0 Personnel Actions**

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

*(EXHIBIT "A")*

**5.2 Agreements and Contracts**

**5.2.1 Affiliation Agreement – BayCare Health System, Inc.**

Approved the agreement between BayCare Health System, Inc. and South Florida State College as presented.

*(EXHIBIT "B")*

**5.2.2 Affiliation Agreement – AdventHealth West Florida Division**

Approved the agreement between AdventHealth West Florida Division and South Florida State College as presented.

*(EXHIBIT "C")*

**5.2.3 Affiliation Agreement – H. Lee Moffitt Cancer Center and Research Institute Hospital, Inc.**

Approved the agreement between H. Lee Moffitt Cancer Center and Research Institute Hospital, Inc. and South Florida State College as presented.

*(EXHIBIT "D")*

**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 all funds through December 2023.

*(EXHIBIT "E")*

**Mrs. Rider made a motion, seconded by Mr. Backer, to approve the Consent Agenda, Items 5.1 through 5.3.1 as presented.** Those voting in favor of the motion were Mr. Atchley, Mr. Backer, Mrs. Cullens, 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 President's Annual Performance Review**

Mr. Atchley asked Mrs. Karlson to address the Board. Mrs. Karlson stated even though President Hawkins has only served as the college president for six months, it is time for the annual review. Mrs. Karlson highlighted the criteria responses. She reported that after reviewing the evaluations that were submitted from the Trustees, the general consensus overall, is it's relatively early in the relationship to form strong opinions to complete the evaluation, but most find President Hawkins to be eagerly trying to meet expectations, is trying to establish relationships with trustees, getting involved in the community activities and understands the importance, and that being a full-time resident will help with meeting the expectations. Mrs. Cullens stated she thought the evaluations were great and it is still early in his presidency. Mr. Atchley agreed with Mrs. Cullens and stated that President Hawkins is doing great.



President Hawkins stated he appreciates and respects the evaluations and that there is always room for improvement. He stated that he has fallen in love with the college, employees, and community.

Mr. Atchley asked for a motion to accept the receipt of President Hawkins’ performance evaluation.

**Mr. Backer made a motion, seconded by Mrs. Cullens, to approve the president’s performance results as a result of their review. Further, the Board, during the annual review finds the president in conjunction with his predecessor has made every effort towards achieving or has achieved the performance goals established by the accountability process implemented pursuant to s. 1008.45 and the president in conjunction with his predecessor has made every effort towards achieving or has achieved the annual and long-term goals and objectives established in the Florida College System Institution’s employment accountability program implemented pursuant to s. 1012.86.** Those voting in favor of the motion were Mr. Atchley, Mr. Backer, Mrs. Cullens, Dr. Kirschner, and Mrs. Rider. **Motion carried by unanimous vote.**

**8.2 District Board of Trustees Annual Self-Evaluation Review**

Mrs. Karlson highlighted each topic of the Board Self-Evaluation that were used throughout by each Trustee.

Those topics are summarized from Board’s Self-Evaluation below:

Strengths	Accomplishments	Opportunity For Improvement
Ability to work together	Working through transition of leadership	More attentive to college happenings
Commitment to students		More engagement/attendance at college functions
Belief in vision and diversity in strengths		More community involvement

Mr. Atchley thanked Mrs. Karlson for receiving and organizing the Board evaluations. He then asked for a motion to accept the receipt of the Board’s annual self-evaluation.

**Mrs. Rider made a motion, seconded by Mr. Backer, to accept the Board’s annual self-evaluation as presented.** Those voting in favor of the motion were Mr. Atchley, Mr. Backer, Mrs. Cullens, Dr. Kirschner, and Mrs. Rider. **Motion carried by unanimous vote.**

**8.3 District Board of Trustees: Setting 2024 Board Goals**

Mrs. Karlson highlighted the goal summarization for the coming year as follows:

<b>SFSC DBOT 2024 Goals</b>
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- Protect college’s reputation
- Support efforts for on-campus student residence halls and fieldhouse project
- Continue to support college leadership
- Providing active oversight of the college’s core values
- To continue to lead the college to fulfill the mission

Mr. Atchley thanked Mrs. Karlson again for her work. He stated that he is proud of how well the Board works together. Mr. Atchley asked for a motion to approve the Board goals.

**Mr. Backer made a motion, seconded by Mrs. Cullens, to approve the District Board of Trustees Goals for 2024 as presented.** Those voting in favor of the motion were Mr. Atchley, Mr. Backer, Mrs. Cullens, Dr. Kirschner, and Mrs. Rider.  
**Motion carried by unanimous vote.**

## 9.0 REPORTS

### 9.1 Financial Report

Mr. Elliott reported on the graphs and revenue and expenditure summary compared to budgeted funds within the Operating Budget through December 2023.

*(EXHIBIT "F")*

### 9.2 Resource Development Report

Mrs. Bateman reported that the South Florida State College Foundation, Inc. received donations and pledges in the amount of **\$304,561.76** from November 1 through December 31, 2023.

Mrs. Bateman reported on the following items:

1. Announced a scholarship has been established by Mr. Bert Horwitz, the BEKA Endowed Trades scholarship in remembrance of his wife.
2. Recapped the Million Dollar Hole-in-One Golf Shootout event.
3. DeSoto Education Foundation Donations: Mrs. Bateman shared the Foundation received a \$10,000 donation from the Education Foundation through a local resident, Mr. John Olin, which is the first of nine that will be received to create possibilities for DeSoto County students to become teachers. She thanked Mrs. Asena Mott for assisting in the coordination of this generous donation.
4. Welding Lab Naming Opportunity: Mrs. Bateman gave a brief overview of the potential naming opportunity for the welding lab on the DeSoto Campus. She asked the Board for their consideration and approval for the naming opportunity and to move forward as presented. **Mr. Backer made a motion, seconded by Mrs. Cullens, to approve the Foundation to move forward with the welding lab naming opportunity as presented.** Those voting in favor of the motion were Mr. Atchley, Mr. Backer, Mrs. Cullens, Dr. Kirschner, and Mrs. Rider. **Motion carried by unanimous vote.**
5. Highlighted Ford Appreciation Day and Opening Day for the Panthers.
6. Tallahassee Update: Mrs. Bateman thanked those trustees who were able to attend the Trustee Commission Update and Legislative reception. She stated that they were also able to meet with Senator Grall, Representative Tuck, and Senator Albritton while in Tallahassee.
7. Recapped the Undergraduate Research at the Capitol event.
8. Rotary Club of Highlands County Scholarship Endowment: Mrs. Bateman shared the Rotary Club of Highlands County gave the Foundation a donation of \$20,700 toward their scholarship which puts them above the endowment level of \$100,000.
9. Announced CareerSource Heartland's Panther Youth Partnership was awarded an Adult and Community Educators of Florida ACE award during the ACE of Florida annual conference for its partnership with SFSC's Adult Education department.

10. Grant Update: Mrs. Bateman reported on the following grant awards:

- Battle Creek Community Foundation                      \$ 3,000

**9.3 President's Report**

President Hawkins wished Mrs. Anastasia Fuchser happy birthday.

President Hawkins reported on the following items:

1. Tallahassee Update: President Hawkins stated that he enjoyed meeting in Tallahassee as a team and thanked those trustees who were able to attend. He gave a brief overview of the Trustee Commission Update and Legislative reception. President Hawkins gave brief update on the dorm facility designation.
2. Shared that he attended a CEO Roundtable in Hardee County. He gave a brief recap of the meeting.
3. Highlighted the meeting with Moffit Cancer Center & Research Institute Hospital and the agreement that was approved in the consent agenda.
4. Shared he had a meeting with Mrs. Casey Hartt with Sebring Tourism. He stated that he will have some additional meetings and will give a report when he has more information.
5. Announced he would like to have a team building retreat with the Board and college leadership team this spring.

**9.5 Board Attorney's Report**

Mrs. Karlson stated no report.

**9.6 Board Members' Reports**

Dr. Kirschner stated no report.

Mrs. Rider stated no report.

Mrs. Cullens stated it was a great trip to Tallahassee for the Trustee Commission Update and Legislative reception. She stated that she agrees with President Hawkins that a trustee and leadership team retreat is a wonderful idea and coming together for the betterment of the college.

Mr. Backer agreed with Mrs. Cullens on the Tallahassee trip and stated he learned lots of new information. He reported that he was in attendance one of the days for the Foundation Hole-in-One Golf Shootout event. Mr. Backer stated he appreciates everyone and their continued work.

**9.7 Board Chair Report**

Mr. Atchley concurred with both Mr. Backer and Mrs. Cullens on the trip to Tallahassee. He stated how important relationships with trustees, the college, and legislators are and a necessity to have a voice in Tallahassee. He reported that he was able to attend the Undergraduate Research at the Capitol event. Mr. Atchley thanked everyone and stated it is an honor to serve the college.

**10.0 ADJOURNMENT**

There being no further business to come before the Board, the meeting adjourned at 2:25 p.m.



OFFICE OF THE PRESIDENT

**Item 1.3**

PRESENT TO BOARD: MARCH 20, 2024

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

MARCH 2024		APRIL 2024		MAY 2024	
9-17	Spring Break	17	Board Meeting, 1 PM Highlands Campus	7	Spring Commencement
20	Board Meeting, 1 PM Highlands Campus			15	Budget Workshop, 11 AM Board Meeting, 1 PM Highlands Campus
JUNE 2024		JULY 2024		SEPTEMBER 2024	
19	Board Meeting, 1 PM Highlands Campus	17	Board Meeting, 1 PM Highlands Campus	TBD	Board Meeting, 1 PM Highlands Campus
OCTOBER 2024		NOVEMBER 2024		DECEMBER 2024	
TBD	Board Meeting, 1 PM Highlands Campus	No Board Meeting		TBD	Board Meeting, 1 PM Highlands Campus
JANUARY 2025		FEBRUARY 2025		MARCH 2025	
TBD	Board Meeting, 1 PM Highlands Campus	TBD	Board Meeting, 1 PM Highlands Campus	TBD	Board Meeting, 1 PM Highlands Campus

**New Addition**

Tentative \*

**2.0 *Communications, Introductions, and Recognitions***



OFFICE OF THE PRESIDENT

Item 2.1

PRESENT TO BOARD: MARCH 20, 2024

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: NEW EMPLOYEE INTRODUCTIONS

Employee	Position	Supervisor	Hired
Curtis Heyda	TLC Specialist – Math Lab	Keith Cavedo	10/23/23

**3.0 *Public Comment***




## **4.0 Presentations**

**5.0 Consent Agenda Action Items**



OFFICE OF THE PRESIDENT

Item 5.0

PRESENT TO BOARD: MARCH 20, 2024  
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.**

<b>CONSENT AGENDA ACTION ITEMS</b>		<b>Page</b>
<b>5.1</b>	<b>Personnel Actions</b>	<b>21</b>
	<b>5.1.2 Employee Retirement Acknowledgement</b>	
<b>5.2</b>	<b>Agreements and Contracts</b>	<b>25</b>
	<b>5.2.1 Affiliation Agreement – The City of Lakeland (Fire and Rescue Division)</b>	
<b>5.3</b>	<b>Operating Actions</b>	<b>26</b>
	<b>5.3.1 Monthly Accounts Payable &amp; Payroll Check Register</b>	



OFFICE OF THE PRESIDENT

**Item 5.1**

PRESENT TO BOARD: MARCH 20, 2024

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:

<b>I. APPOINTMENTS, FULL-TIME PROFESSIONAL STAFF:</b>		
<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Janet Jackson	Program Specialist, Adult Education	02/01/24
JoAnn Pacheco	Program Specialist, Adult Education	02/01/24
Carleigh Okwali	Director, Center for Innovative Technology	05/01/24
<b>II. RESIGNATIONS:</b>		
<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Syed Ahmad	Instructor, Network Systems Technology	01/31/24
Mary Jo Grice	Library Asst I, Technical Services	02/29/24
Tiffany Barnes	Exec Asst., VP AA/SS	03/08/24
Minerva Ortiz	Case Manager, Farmworker CDP	04/30/24
<b>III. RETIREMENTS:</b>		
<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Herbert Donglasan	Custodian	03/31/24
<b>IV. ADJUNCT FACULTY, 2023-24, ACADEMIC YEAR AS NEEDED:</b>		
<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Christopher Bates	Criminal Justice	IIIB
Robert Bennear	Adult Education	II
David Brown	Fire Science	II
Jeffrey Fennell	Criminal Justice	II
Randi Ward	EMT/Paramedic	IIIB
<b>V. REAPPOINTMENTS, VICE PRESIDENTS, 2024-25:</b>		
Jamie Bateman		
Peter Elliott		
Michele Heston		

<b>VI. REAPPOINTMENTS, FULL-TIME ADMINISTRATIVE STAFF, 2024-25:</b>		
Mark Bukowski		
Kathleen Cappel		
Teresa Crawford		
Michele Leidel		
Cynthia Garren		
Michele Hall		
James Hawker		
Donald Kesterson		
Melissa Kuehnle		
Asena Mott		
Christopher van der Kaay		
Teresa Vorous		
<b>VII. REAPPOINTMENTS, FULL-TIME FACULTY, 2024-25:</b>		
<b>Continuing Contract:</b>		
Kate Calvin		
Jennifer Groves		
Misa Manning		
Patricia Sassin		

<b>VIII. ANNUAL CONTRACT (9, 10, 11, 12 month contract depending upon responsibilities):</b>		
Alexander Aguilar		
Kayln Baker		
Marlene Cruz		
Matthew Drury		
Isaac Durrance		
Diana Fernandez		
Jason Fitzgerald		
Carole Francois		
Janine Ganaban		
Mario Gomez		
Kozette Hubbard		
Carylann Joubert Maier		
Edna Hudson-Kinzey		
Candy Jones		

<b>VIII. ANNUAL CONTRACT (9, 10, 11, 12 month contract depending upon responsibilities):</b>		
Carl Lavin		
Bruce Leckey		
Garrett Lee		
Mintoo Patel		
Anthony Pacheco-Moran		
Jesus Perez		
Vinita Prabhakar		
Rasheena Morris-James		
Daniel Prusinski		
Paul Riso		
Dawn Robinson		
Daniel Sanches		
Sharon Stewart		
Therese Tippie		
Joseph Velenovsky		

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



OFFICE OF THE PRESIDENT

Item 5.1.2

PRESENT TO BOARD: MARCH 20, 2024

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: EMPLOYEE RETIREMENT ACKNOWLEDGEMENT

Employee	Position	Dates of Service
Herbert Donglasan	Custodian	07/12/2002 – 03/31/2024

**SUGGESTED MOTION:**  
**Move to recognize the retirement of Herbert Donglasan for his many years of service to South Florida State College.**





OFFICE OF THE PRESIDENT

Item 5.2.1

PRESENT TO BOARD: MARCH 20, 2024

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: AFFILIATION AGREEMENT – THE CITY OF LAKELAND (FIRE AND RESCUE DIVISION)

Approval is requested to enter into the agreement between The City of Lakeland (Fire and Rescue Division) and South Florida State College for the purpose of providing clinical rotations in the following programs: EMT and Paramedic. The contract renews annually.

**SUGGESTED MOTION:**  
**Move to approve the agreement between The City of Lakeland (Fire and Rescue Division) and South Florida State College as presented.**



OFFICE OF THE PRESIDENT

Item 5.3.1

PRESENT TO BOARD: MARCH 20, 2024

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 January 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	467	\$869,712.09	192	\$1,275,088.61	506	\$100,503.22	1165	\$2,245,303.92
December	255	\$445,580.75	144	\$2,156,659.03	361	\$103,234.55	760	\$2,705,474.33
January	285	\$934,059.00	164	\$1,479,730.72	242	\$54,315.31	691	\$2,468,105.03
February								
March								
April								
May								
June								
<b>Totals</b>	<b>4053</b>	<b>\$11,684,548.91</b>	<b>1184</b>	<b>\$13,814,555.82</b>	<b>2783</b>	<b>\$665,503.56</b>	<b>8020</b>	<b>\$26,164,608.29</b>

**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	8	\$10,094.06	480	\$1,279,548.12	488	\$1,289,642.18
December	6	\$14,310.47	473	\$1,726,584.58	479	\$1,740,895.05
January	6	\$9,592.97	399	\$1,134,987.59	405	\$1,144,580.56
February						
March						
April						
May						
June						
<b>Totals</b>	<b>46</b>	<b>\$92,771.94</b>	<b>3017</b>	<b>\$8,916,565.50</b>	<b>3063</b>	<b>\$9,009,337.44</b>

**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	1,165	\$2,245,303.92	\$20,991,028.93
December	814	\$2,166,981.41	\$14,024,799.65	760	\$2,705,474.33	\$23,696,503.26
January	654	\$2,226,541.50	\$16,251,341.15	691	\$2,468,105.03	\$26,164,608.29
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			
<b>Totals</b>	<b>14,321</b>	<b>\$37,920,525.71</b>		<b>8,020</b>	<b>\$26,164,608.29</b>	

**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	488	\$1,289,642.18	\$6,123,861.83
December	459	\$1,133,598.55	\$6,408,630.18	479	\$1,740,895.05	\$7,864,756.88
January	392	\$1,003,592.10	\$7,412,222.28	405	\$1,144,580.56	\$9,009,337.44
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			
<b>Totals</b>	<b>5150</b>	<b>\$13,017,608.26</b>		<b>3063</b>	<b>\$9,009,337.44</b>	

## **6.0 Planning and Policy Issues**

## **7.0 Academic and Student Matters**



OFFICE OF THE PRESIDENT

Item 7.1

PRESENT TO BOARD: MARCH 20, 2024

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 REVISIONS

Request approval to modify the following bachelor of science degree course structure and admission requirements. The internship observation of the BSETE interns showed some students have an academic gap in the curriculum, which is an essential element of the teacher program because it is correlated to the quality of the instruction. Thus, a new 3-credit hour course will be added and one 3-credit hour course will be deleted. The Admission Requirements will be revised due to FDOE waiving the requirement of passing the General Knowledge Test (GKT) as a program entrance requirement. No change to program length. Program revision effective Fall 2024 (202510).

➤ **Elementary Teacher Education – Bachelor of Science #7710**

- **Add** to the third bullet under Admission Requirements so that it reads, “You must have passed at least two subtests of the General Knowledge portion of the Florida Teacher Certification Exam and miss less than ten points on the failed subtests.
- **Move** EDF 3467 Learning Theory and Assessment from 1<sup>st</sup> Fall term to 1<sup>st</sup> Spring term and remove Program Admission as prerequisite
- **Add** EDG 3XXX Curriculum and Instruction (3 credits) to 1<sup>st</sup> Fall term
- **Delete** EDE 4223 Integrated Arts, Music, and Physical Education in the Elementary School (3 credits) from the 1<sup>st</sup> Spring term

Request approval to modify the Computer Engineering Technology associate degree course structure. There is no Network+ certified instructor within the Computer Technologies Department nor the Cisco hardware infrastructure in place to facilitate the course offering without having to update the LAN Support. No program length change. Program revision effective Fall 2024 (202510).

➤ **Computer Engineering Technology – AS #1680**

- **Replace** CET 1588C LAN Support Network+ 3 credits (Summer Term) **with** CET 1600C Networking Fundamentals 3 credits (Computer Science Elective).

Request approval to replace the SPC course with an OST course within the Office Administration AS degree program. OST course will aid students in learning strategies on how to interact with customers, develop soft skills, enhance customer relationships, and handle diverse customers. The SPC general education requirements are integrated into the program's curriculum. No program length change. Program revision effective Fall 2024 (202510).

➤ **Office Administration – AS #1630**

- **Replace** SPC 2608 Fundamentals of Speech Communication 3 credits (1<sup>st</sup> Fall Term) **with** OST 1384 Customer Relations 3 credits (Professional Elective).
- **Add** to Program Notation: Computer competency skills **and Fundamentals of Speech Communication** general education requirements **are** covered within the Office Administration curriculum for the associate degree.

## II. PROGRAM DELETIONS

Request approval to delete the landscape and horticulture AS and CCC programs and related courses effective Summer 2024 (202430). The associate degree program has low FTE, no instructors, no subject matter expert, and no financial support to even do the bare minimum to keep it going and its associated certificate programs. Teach-out plans for SACSCOC are included.

➤ **Landscape and Horticulture Technology AS #1620**

➤ **Landscape and Horticulture Professional CCC #3032**

➤ **Landscape and Horticulture Technician CCC #3034**

▪ **Delete:**

- **AEB 2102** Principles of Agri-Business Management
- **AGR 1949** Co-op Education Training Assignment in Agriculture
- **AGR 2915** Internship in Agriculture
- **AGR 2931** Agricultural Seminar I
- **AGR 2932** Agricultural Seminar II
- **AGR 2949** Co-op Education Training Assignment in Agriculture
- **AOM 1310** Agriculture Machinery and Equipment
- **FNR 1060** Environment Science and Policy
- **FNR 2905** Directed Study in Environmental Science
- **FRC 1211** Citrus Culture
- **FRC 2905** Directed Study in Citrus
- **HOS 1010** Introduction to Plant Science

- **IPM 2671** Principles of Pest Management
- **LDE 2402** Landscape Design
- **ORH 1010** Introduction to Horticulture
- **ORH 1220** Turfgrass Management
- **ORH 2932** Special Topics in Ornamental Horticulture
- **ORH 2949** Co-op Education Training Assignment in Ornamental Horticulture and Landscaping
- **SWS 1102** Soils and Fertilization

### III. COURSE ADDITION

Requesting approval to add the following mathematics course. This new course was created by the State of Florida to meet the General Education Core math requirement in the new Mathematical Thinking in the Context Pathway. The MGF course will be designed to meet the Quality Matters standards. New course effective Summer 2024 (202430).

- **MGF 1XXX Mathematical Thinking** (3 credits) G.E. Core

Requesting approval to add a new mathematics course. This course has been created to fulfill the new Florida mathematics Pathways. Students will experience the practicality of mathematics in a global society by engaging in the applications of tools and techniques of mathematics in a variety of contextual situations from everyday life. The new MGF course will be offered in a distance learning format and will be created to meet the Quality Matters standards. New course effective Fall 2024 (202510).

- **MGF 1XXX Mathematics in Context** (3 credits)

**SUGGESTED MOTION:**

**Move to approve the curriculum proposals as presented.**



**8.0 *Purchasing and Other Action Items***



OFFICE OF THE PRESIDENT

Item 8.1

PRESENT TO BOARD: MARCH 20, 2024

TO: SOUTH FLORIDA STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

FROM : FRED HAWKINS 

SUBJECT: RFQ 23-02 CONSTRUCTION MANAGEMENT AT-RISK SERVICES FOR  
CONSTRUCTION PROJECTS ON A CONTINUING BASIS FOR SFSC AND  
SFSC FOUNDATION

In December 2023, the College posted RFQ 23-02 requesting proposals from one or more Construction Management Companies to provide construction management services on various minor construction, remodel, renovation, and maintenance projects. All work will be provided for South Florida State College and South Florida State College Foundation, Inc., pursuant to Florida Statutes 287.055, Consultant’s Competitive Negotiation Act. The intent of the Request for Qualifications is to select one or more Construction Management Companies to:

- A) Work with the South Florida State College (“College”) project team and the selected architects(s) on various minor construction, remodel, renovation, and maintenance projects valued up to \$4,000,000 and
- B) Work with the South Florida State College Foundation, Inc. (Foundation) on its projects.

The College and Foundation may select the same or separate Construction Management companies and will enter into separate contracts with the providers. It is anticipated that the contract period will be a three (3) year contract with the option for up to three (3) additional one (1) year extensions, upon mutual agreement.

Five firms submitted proposals. The review committee evaluated the qualifications presented in the written proposals of all firms as well as conducted interviews with all teams on February 19, 2024. The committee recommends that the College enter into negotiations with three firms, A.D. Morgan Corporation, Marmer Construction and Henkelman Construction pursuant to Florida Statutes 287.055 to enter into a contract to provide the services described above.

**SUGGESTED MOTION:**  
**Move to authorize the college to negotiate and enter into contracts with the recommended firms to provide construction management services for various minor construction, remodel, renovation, and maintenance projects valued to \$4,000,000 and to allow South Florida State College Foundation, Inc. (Foundation) to use the selected firms on its projects as presented.**

**9.0 Reports**



OFFICE OF THE PRESIDENT

Item 9.1

PRESENT TO BOARD: MARCH 20, 2024

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 January 2024.

**SOUTH FLORIDA STATE COLLEGE  
FINANCIAL SUMMARY  
FISCAL YEAR 2023-24  
As of January 31, 2024**

	<b>Budgeted Annual Revenue</b>	<b>Recorded Year To Date</b>	<b>% Recorded of Annual</b>	<b>Recorded Prior Year To Date</b>	<b>% Recorded Prior Year</b>
Student Fees	\$ 5,202,500	\$ 4,505,158	87%	\$ 4,251,510	86%
State Funding	29,398,752	13,976,966	48%	\$ 10,566,131	47%
Other Revenue	2,035,000	1,212,549	60%	1,269,144	59%
Total Revenue	\$ 36,636,252	\$ 19,694,673	54%	\$ 16,086,785	55%

	<b>Budgeted Annual Expenditures</b>	<b>Expenditures Year To Date</b>	<b>% Expended of Annual</b>	<b>Expenditures Prior Year To Date</b>	<b>% Expended Prior Year</b>
Salaries	\$ 24,736,224	\$ 13,616,251	55%	\$ 11,071,751	50%
Current Expense	9,009,127	4,954,545	55%	4,306,709	56%
Capital Outlay	2,660,639	293,206	11%	473,179	54%
Total Expenditures	\$ 36,405,990	\$ 18,864,002	52%	\$ 15,851,639	52%

<b>South Florida State College Fund Balance Summary Projection 2023-24 Fiscal Year</b>	
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	\$ 19,694,673
Projected Additional Revenue	\$ 16,941,579
Total Revenue	<u>\$ 36,636,252</u>
Total Projected Funds Available	<u>\$ 42,886,951</u>
Minus	
Actual Expenditures to Date	\$ 18,864,002
Projected Additional Expenditures	\$ 17,541,988
Total Projected Expenditures	<u>\$ 36,405,990</u>
Total Projected Fund Balance Available for FY 2023-24	\$ 6,480,961
Less: Encumbrances and Board Designations	<u>\$ 100,000</u>
Total Projected Fund Balance Unallocated for FY 2023-24	\$ 6,380,961
Projected Unallocated Fund Balance Percentage:	14.88%

**South Florida State College**  
**Budget to Actual**  
**Fiscal Year 2023-24 and Fiscal Year 2022-23**  
**As of January 31, 2024**

	Recorded			Recorded		
	Budget FY 23-24	1/31/2024	% Recorded	Budget FY 22-23	1/31/2023	% Recorded
<b>Revenue:</b>						
Tuition	\$ 4,445,977	\$ 3,515,419	79%	\$ 4,187,275	\$ 3,385,238	81%
Student Fees	756,523	989,739	131%	751,328	866,272	115%
State Support - FCSPP	25,464,918	13,102,780	51%	18,812,561	9,412,265	50%
State Support - Lottery	3,933,834	874,186	22%	3,461,595	1,153,866	33%
Other Revenue	2,035,000	1,212,549	60%	2,150,669	1,269,144	59%
<b>Total Revenue</b>	<b>\$ 36,636,252</b>	<b>\$ 19,694,673</b>	<b>54%</b>	<b>\$ 29,363,428</b>	<b>\$ 16,086,785</b>	<b>55%</b>

	Expended			Expended		
	Budget FY 23-24	1/31/2024	% Expend	Budget FY 22-23	1/31/2023	% Expend
<b>Expenses:</b>						
<b>Personnel Expenses:</b>						
Salary Expense	\$ 17,944,106	\$ 10,100,466	56%	\$ 16,260,995	\$ 8,211,618	50%
Fringe Benefits	6,792,118	3,515,785	52%	5,959,606	2,860,133	48%
<b>Sub Total</b>	<b>\$ 24,736,224</b>	<b>\$ 13,616,251</b>	<b>55%</b>	<b>\$ 22,220,601</b>	<b>\$ 11,071,751</b>	<b>50%</b>

<b>Other Expenses:</b>						
Travel	\$ 298,337	\$ 117,468	39%	\$ 274,728	\$ 74,567	27%
Postage & Telephone	304,013	158,565	52%	83,287	136,154	163%
Printing	38,974	9,001	23%	38,510	6,933	18%
Repairs & Maintenance	1,810,099	1,247,865	69%	1,766,334	1,012,462	57%
Rental & Insurance	854,405	128,225	15%	702,737	157,036	22%
Utilities	1,828,515	1,047,711	57%	1,661,278	961,697	58%
Services	1,557,328	721,785	46%	1,141,472	645,289	57%
Supplies & Subscriptions	1,876,884	1,295,853	69%	1,789,827	1,006,969	56%
Other Expenses	440,572	228,072	52%	174,650	305,602	175%
<b>Sub Total:</b>	<b>\$ 9,009,127</b>	<b>\$ 4,954,545</b>	<b>55%</b>	<b>\$ 7,632,823</b>	<b>\$ 4,306,709</b>	<b>56%</b>

<b>Capital Outlay:</b>	<b>\$ 2,660,639</b>	<b>\$ 293,206</b>	<b>11%</b>	<b>\$ 876,802</b>	<b>\$ 473,179</b>	<b>54%</b>
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<b>Total Expenses</b>	<b>\$ 36,405,990</b>	<b>\$ 18,864,002</b>	<b>52%</b>	<b>\$ 30,730,226</b>	<b>\$ 15,851,639</b>	<b>52%</b>
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<b>Revenue Over (Under) Expenses</b>	<b>\$ 230,262</b>	<b>\$ 830,671</b>		<b>\$ (1,366,798)</b>	<b>\$ 235,146</b>	
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**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 (FSCPF & 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 January 31, 2024

	Current Fund		Loan Fund	Scholarships	Unexpended Plant
	Restricted	Auxiliary Fund			
<b><u>REVENUE</u></b>					
Student Fees	\$ 283,976		\$ -	\$ 261,521	\$ 329,532
Local Support	-	-	-	-	-
State Support	244,286	-	-	415,630	400,000
Federal Support	4,340,410	-	-	3,876,492	-
Gifts & Contracts	398,910	93,494	-	-	-
Sales	81,025	1,139,624	-	-	-
Insurance Proceeds	-	-	-	-	1,606,712
Other Revenue	3,840	40,118	2,256	35	99,563
<b>TOTAL REVENUE</b>	<b>\$ 5,352,447</b>	<b>\$ 1,273,236</b>	<b>\$ 2,256</b>	<b>\$ 4,553,678</b>	<b>\$ 2,435,807</b>
<b><u>EXPENDITURES</u></b>					
<b><u>Personnel Expenditures</u></b>					
Salary Expense	\$ 855,804	\$ 269,577	\$ -	\$ -	\$ -
Fringe Benefits	315,304	99,998	-	-	-
<b>Subtotal</b>	<b>\$ 1,171,108</b>	<b>\$ 369,575</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Other Expenses</u></b>					
Travel	\$ 45,399	\$ 9,268	\$ -	\$ 2,017	\$ -
Postage & Telephone	4,306	5,123	-	-	-
Printing	1,078	391	-	-	499
Repairs & Maintenance	72,927	42,842	-	-	2,333,734
Rental & Insurance	9,447	1,430	-	-	122,950
Utilities	388	1,244	-	-	-
Services	2,868,489	565,080	-	-	25,264
Supplies and Subscriptions	261,255	20,675	-	-	24,626
Cost of Goods Sold	-	251,882	-	-	-
Scholarships & Waivers	33,736	-	-	6,929,680	-
Indirect Cost Expense	153,765	-	-	675	-
Other Expenses	-	-	-	-	79
<b>Subtotal</b>	<b>\$ 3,450,790</b>	<b>\$ 897,935</b>	<b>\$ -</b>	<b>\$ 6,932,372</b>	<b>\$ 2,507,152</b>
<b><u>Capital Outlay</u></b>					
Furniture & Equipment	\$ 978,845	\$ 27,324	\$ -	\$ -	\$ -
Renovating & Remodeling	10,510	22,646	\$ -	\$ -	1,553,147
<b>Subtotal</b>	<b>\$ 989,355</b>	<b>\$ 49,970</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,553,147</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,611,253</b>	<b>\$ 1,317,480</b>	<b>\$ -</b>	<b>\$ 6,932,372</b>	<b>\$ 4,060,299</b>
<b>NET INCREASE (DECREASE) IN FUND BALANCE</b>	<b>\$ (258,806)</b>	<b>\$ (44,244)</b>	<b>\$ 2,256</b>	<b>\$ (2,378,694)</b>	<b>\$ (1,624,492)</b>

**SOUTH FLORIDA STATE COLLEGE**  
**BALANCE SHEET - ALL FUNDS**  
As of January 31, 2024

	Current Fund				Unexpended	Invested in	
	Restricted	Auxiliary Fund	Loan Fund	Scholarships	Plant	Plant	Totals
<b><u>ASSETS</u></b>							
Cash/Cash Equivalents	\$ (196,963)	\$ 413,667	\$ 1,174	\$ (2,211,598)	\$ 2,789,350	\$ -	\$ 795,631
Accounts Receivable, Net	\$ 207,983	\$ 19,855		\$ -	\$ 4,890,588		\$ 5,118,426
Investments		\$ 1,158,215	\$ 70,101		\$ 3,093,202		\$ 4,321,518
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						\$ 3,281,316	\$ 3,281,316
Data Software - Perpetual Licenses						\$ 579,029	\$ 579,029
Artwork						\$ 567,877	\$ 567,877
Construction in Progress							\$ -
Other		\$ 44,217					\$ 44,217
<b>TOTAL ASSETS</b>	<b>\$ 11,020</b>	<b>\$ 1,635,954</b>	<b>\$ 71,275</b>	<b>\$ (2,211,598)</b>	<b>\$ 10,773,140</b>	<b>\$ 48,397,394</b>	<b>\$ 58,677,185</b>
<b><u>LIABILITIES AND FUND BALANCE</u></b>							
<b><u>Liabilities</u></b>							
Accounts Payable	\$ 17,194	\$ 54,679	\$ -	\$ -	\$ 763	\$ -	\$ 72,636
Compensated Leave Payable							\$ -
Retainage Payable							\$ -
Unearned Revenue	\$ -	\$ 13,129		\$ 1,937			\$ 15,066
Salaries & Benefits Payable							\$ -
<b>Total Liabilities</b>	<b>\$ 17,194</b>	<b>\$ 67,808</b>	<b>\$ -</b>	<b>\$ 1,937</b>	<b>\$ 763</b>	<b>\$ -</b>	<b>\$ 87,702</b>
<b><u>Fund Balance:</u></b>							
Fund Balance	\$ 252,632	\$ 1,612,390	\$ 69,019	\$ 165,159	\$ 12,396,869	\$ -	\$ 14,496,069
Investment in Plant						\$ 48,400,424	\$ 48,400,424
Change in Fund Balance (YTD)	\$ (258,806)	\$ (44,244)	\$ 2,256	\$ (2,378,694)	\$ (1,624,492)	\$ (3,030)	\$ (4,307,010)
<b>Total Fund Balance</b>	<b>\$ (6,174)</b>	<b>\$ 1,568,146</b>	<b>\$ 71,275</b>	<b>\$ (2,213,535)</b>	<b>\$ 10,772,377</b>	<b>\$ 48,397,394</b>	<b>\$ 58,589,483</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$ 11,020</b>	<b>\$ 1,635,954</b>	<b>\$ 71,275</b>	<b>\$ (2,211,598)</b>	<b>\$ 10,773,140</b>	<b>\$ 48,397,394</b>	<b>\$ 58,677,185</b>





OFFICE OF THE PRESIDENT

Item 9.2

PRESENT TO BOARD: MARCH 20, 2024

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 January 2024 meeting of the College District Board of Trustees. The included dates are January 1, 2024 through February 29, 2024. The total amount reported is **\$65,234.30**.

**II. Resource Development Update**

a. Larry Johnson Estate Sale

**South Florida State College Foundation**

**Gift Summary Report 01/01/2024 - 02/29/2024**

<b>Fund ID</b>	<b>Fund Description</b>	<b>Gift Count</b>	<b>Cash</b>	<b>Pledges</b>	<b>Stocks/Other</b>	<b>Total</b>
1000	Unrestricted	56	\$31,032.00	\$0.00	\$366.30	\$31,398.30
2000	Jacaranda Restoration Fund	1	\$200.00	\$0.00	\$0.00	\$200.00
5011	SFSC General Scholarship	28	\$349.00	\$0.00	\$0.00	\$349.00
5025	General Nursing Scholarship	2	\$1.00	\$0.00	\$0.00	\$1.00
5031	SFSC Community Fund	6	\$41.00	\$0.00	\$0.00	\$41.00
5032	SFSC Library Donations	2	\$60.00	\$0.00	\$0.00	\$60.00
5045	Athletic Booster Club	23	\$9,685.00	\$0.00	\$0.00	\$9,685.00
5098	Arcadia Center	4	\$60.00	\$0.00	\$0.00	\$60.00
5110	Highlands County Bar Association Scholarship	4	\$2,100.00	\$0.00	\$0.00	\$2,100.00
5118	Rotary Club of Highlands County Scott Fettinger Schol	1	\$20,700.00	\$0.00	\$0.00	\$20,700.00
5158	TSIC Scholarships	14	\$150.00	\$0.00	\$0.00	\$150.00
6005	Partnership Project	6	\$140.00	\$0.00	\$0.00	\$140.00
6006	Alumni Association Fund	3	\$320.00	\$0.00	\$0.00	\$320.00
6010	STEM Endowment	4	\$30.00	\$0.00	\$0.00	\$30.00
<b>Grand Totals:</b>		<b>154</b>	<b>\$64,868.00</b>	<b>\$0.00</b>	<b>\$366.30</b>	<b>\$65,234.30</b>
	<b>154 Gift(s) listed</b>					
	<b>76 Donor(s) listed</b>					

# Grant Awards

**Grantor** Perkins V Career and Technical Education Equipment Upgrade and Modernization Grant

**Amount Awarded** \$153,716

**Department** Information Technology

**Description** Funds were awarded to upgrade equipment used in the Network Systems Technology programs to include: updated computers, emulation software, dual monitors for each student station, and modernize network infrastructure.

**Grantor** Duke Energy Foundation

**Amount Awarded** \$50,000

**Department** Lineworker Program in Hardee

**Description** Funds were awarded to acquire a multi-functional trailer expanding CDL training capacity, purchase new industry-standard tools, and replace worn equipment.

**Grantor** AmeriCorps Seniors

**Amount Awarded** \$54,534

**Department** Volunteer Community Program (a.k.a RSVP)

**Description** Funds were awarded to assist in carrying out the National and Community Service Program by providing volunteer placement of seniors aged 55-plus in over 20 non-profit, public, faith-based, and community agencies across Highlands County.

**Grantor** South Arts Express Grant

**Amount Awarded** \$1000

**Department** Cultural Programs

**Description** Funding will be used to provide puppet workshops at the Wauchula, Sebring, and Avon Park libraries. SFSC Performing Arts will provide free marionette performances from Bits n Pieces Puppet Theatre, *The Merry Adventures of Robin Hood*, as part of the Young People's Theatre Series.