



**SFSC
District Board of Trustees
Regular Meeting
April 17, 2024**

**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: APRIL 17, 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 April 17, 2024 be adopted.

SUGGESTED MOTION:

Move to adopt the agenda of the regular meeting of April 17, 2024 as presented.

**REGULAR MEETING AGENDA
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
HIGHLANDS CAMPUS
APRIL 17, 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 – March 20, 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
 - 4.1 Student Life, Activities, Services, and Athletics
 - 4.2 Highlands Campus Update
- 5.0 Consent Agenda Action Items
 - 5.1 Personnel Actions
 - 5.2 Agreements and Contracts
 - 5.2.1 Affiliation Agreement – CareerSource Heartland
 - 5.2.2 Affiliation Agreement – HCA West Florida Division Hospitals, Inc.
 - 5.3 Operating Actions
 - 5.3.1 Monthly Accounts Payable & Payroll Check Register
 - 5.3.2 Property Proposals – April 2024
- 6.0 Planning and Policy Issues
- 7.0 Academic and Student Matters
 - 7.1 Curriculum Proposals
- 8.0 Other Action Items
- 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: APRIL 17, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: MINUTES – REGULAR MEETING – MARCH 20, 2024

It is recommended that the minutes of the regular meeting held March 20, 2024 be approved as presented.

SUGGESTED MOTION:

Move to approve the minutes of the March 20, 2024 regular meeting as presented.

**MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
MARCH 20, 2024**

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

Staff Present:

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
Mr. Don Kesterson	Mrs. Melissa Kuehnl	Mrs. Michelle Leidel
Ms. Taylor Massey	Dr. Chris van der Kaay	Mrs. Teresa Vorous
Dr. Keith Cavedo	Mrs. Diana Cleghorn	Mr. John Boersma
Mr. Curtis Heyda	Mr. Chuck Hemler	Mr. Mike Flowers
Mrs. Tina Stetson	Ms. Megan Togno	

Others Present: Mrs. Barbara Kirschner

The regular meeting of the District Board of Trustees was called to order at 1:02 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 Mrs. Cullens, to adopt the agenda of the regular meeting as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Backer, Mr. Bryan, Mrs. Cullens, Dr. Kirschner, and Mrs. Rider. **Motion carried by unanimous vote.**

1.2 Approval of Minutes

1.2.1 Regular Meeting Minutes
Mr. Backer made a motion, seconded by Mrs. Rider, to approve the minutes of the regular meeting held January 31, 2024 as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Backer, Mr. Bryan, 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 announced that Energy Saving Fridays will start on May 31, 2024.

2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITIONS

2.1 New Employee Introduction

The following new employees were introduced:

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

President Hawkins asked Mr. Elliott to recognize a few key employees. Mr. Elliott announced that Banner SaaS went live last weekend. He gave a brief overview of the conversion process to Banner SaaS. Mr. Elliott recognized the following individuals:

- Mr. Chuck Hemler
- Mrs. Diane Cleghorn
- Mrs. Teresa Vorous
- Dr. Michele Heston
- Dr. Chris van der Kaay
- Dr. Mark Bukowski
- Mrs. Tina Stetson
- Mrs. Mary Hutzelman
- Ms. Michele Hall

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; resignations; retirements; and adjunct faculty for the 2023-24, academic year as needed; reappointments, vice presidents, 2024-25; reappointments, full-time administrative staff, 2024-25; reappointments, full-time faculty, 2024-25, and annual contract (9, 10, 11, 12 month contract depending upon responsibilities) as presented.

(EXHIBIT "A")

5.1.1 Employee Retirement Acknowledgement

Approved to recognize the retirement of Herbert Donglasan for his many years of service to South Florida State College.

(EXHIBIT "B")

5.2 Agreements and Contracts

5.2.1 Affiliation Agreement – The City of Lakeland (Fire and Rescue Division)

Approved the agreement between The City of Lakeland (Fire and Rescue Division) and South Florida State College as presented.

(EXHIBIT "C")

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 January 2024.

(EXHIBIT "D")

Mr. Bryan made a motion, seconded by Mrs. Cullens, 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, Mr. Bryan, 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

7.1 Curriculum Proposals

Dr. Heston presented the curriculum revisions, deletions, and additions to the Board.

(EXHIBIT "E")

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

8.0 PURCHASING AND 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

Mr. Elliott reported 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. He stated that all work will be provided for SFSC and SFSC Foundation, Inc., pursuant to Florida Statutes 287.055, Consultant's Competitive Negotiation Act. Mr. Elliott gave a brief overview of the contract and contract periods. He stated the review committee conducted interviews with five firms on February 19, 2024 and recommended entering into negotiations with the following three firms:

- A.D. Morgan Corporation
- Marmer Construction
- Henkelman Construction

(EXHIBIT "F")

Mr. Backer made a motion, seconded by Mrs. Rider, 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. Those voting in favor of the motion were Mr. Atchley, Mr. Backer, Mr. Bryan, 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 January 2024.

(EXHIBIT "G")

9.2 Resource Development Report

Mrs. Bateman reported that the South Florida State College Foundation, Inc. received donations and pledges in the amount of **\$65,234.30** from January 1 through February 29, 2024.

Mrs. Bateman reported on the following items:

1. Announced the Larry Johnson Estate has been sold. She also shared that there is an offer on the table for the Dr. McLochlin Estate.
2. Partnership Opportunities: Mrs. Bateman highlighted the tour with Mach Connections from Bowling Green, FL. She also shared about the Career Café with Publix event that was held on the Highlands campus.
3. College Events: Mrs. Bateman highlighted College Week, Spirit Day at the Lake Placid Center, Hardee Senior High College for a Day, and the Wildstein Center, where former lead singer for Journey Steve Augeri will be performing on March 28.
4. Undergraduate Research: Mrs. Bateman announced nineteen students from SFSC presented their research during the Florida Undergraduate Research Conference at the University of North Florida in Jacksonville, February 16-17.
5. Highlighted Frostproof Chamber Luncheon where President Hawkins was a guest speaker.
6. Grant Update: Mrs. Bateman reported on the following grant awards:
 - Perkins V Career and Technical Education Equipment Upgrade and Modernization Grant \$ 3,000
 - Duke Energy Foundation \$ 50,000
 - AmeriCorps Seniors \$ 54,534
 - South Arts Express Grant \$ 1,000

9.3 President's Report

President Hawkins reported on the following items:

1. Lifetime Learners event: President Hawkins shared he was the guest speaker along with Dr. van der Kaay at the event.
2. Highlighted the Frostproof Chamber luncheon.
3. Tallahassee Update: President Hawkins stated that the session ended on March 8. He gave a brief update and kudos to the SFSC lobbyist team. Mr. Elliott gave a brief overview of the appropriations. President Hawkins stated that the governor still has to approve the budget.
4. Announced that he has been working with Senator Denise Grimsley about expanding the culinary program and working with Central Florida Hotel & Lodging Association. He stated that Senator Grimsley will be taking the lead and partnering with SFSC.
5. Shared that he attended a Highlands County Economic Development meeting. He gave a brief recap of the meeting.

6. Shared the Strategic Plan is coming along and thanked all those who have contributed to it.
7. Shared he enjoyed attending both the Highlands County and Hardee County fairs. President Hawkins also stated he attended the 12Hours of Sebring as a guest of AdventHealth Sebring. Mrs. Cullens commented about having a continuing education on technology for an older demographic. She shared some incidents that happened at the raceway as they have gone completely electronic. Mrs. Cullens asked if there was some course or YouTube video, SFSC could do for this demographic. President Hawkins stated he would report back to the board.

9.5 Board Attorney's Report

Mrs. Karlson stated no report.

9.6 Board Members' Reports

Mr. Bryan announced that he has volunteered to be the head football coach for Hardee Senior High and with this new responsibility he will not be seeking reappointment as a District Board of Trustee. He stated that he will serve on the board until he is replaced. Mr. Bryan stated he has loved serving as a trustee and at the college. He thanked everyone for how wonderful they have made his experience as a trustee.

Dr. Kirschner stated no report.

Mrs. Cullens thanked President Hawkins for the legislative updates. She stated it was wonderful seeing everyone and meeting today.

Mrs. Rider agreed with Mrs. Cullens, it was wonderful seeing everyone and a good meeting. She announced that she submitted her letter of retirement as a District Board of Trustee and her last meeting will be May 31. Mrs. Rider stated she wanted to attend one more commencement ceremony.

Mr. Backer stated he appreciates everyone, their continued good work, and serving on the board. He stated that Mr. Bryan and Mrs. Rider will be missed.

9.7 Board Chair Report

Mr. Atchley concurred with Mr. Backer that Mr. Bryan and Mrs. Rider will be missed but they still have a couple more meetings. He stated that the vetting process for trustee appointments by the governor's office has started.

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 1:52 p.m.



OFFICE OF THE PRESIDENT

Item 1.3

PRESENT TO BOARD: APRIL 17, 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

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

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: NEW EMPLOYEE INTRODUCTIONS

Employee	Position	Supervisor	Hired
Mirtala De Lara	Staff Assistant I, Human Resources	Don Kesterson	01/03/2024
Micah Montague	Instructor, Speech	Michele DeVane	01/04/2024
Tiffany Hernandez	Instructor, Dental Hygiene	Rose Dubois	01/04/2024

3.0 *Public Comment*

4.0 *Presentations*



OFFICE OF THE PRESIDENT

Item 4.1

PRESENT TO BOARD: APRIL 17, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: PRESENTATION – STUDENT LIFE, ACTIVITIES, SERVICES AND ATHLETICS

SGA leadership and other clubs and organizations will introduce members and share accomplishments and high points of the academic year. Our academic and athletic teams are included.

Student Government Association (SGA) Clubs and Organizations - This has been a student driven, fun filled year as the students have celebrated old traditions and started new ones as well. The events and activities of the year were set forth by the SGA E-Board (Executive Board) during the fall of 2023.

- **African American Association** – AAA was instrumental in the Black History Month celebration. They wrote a summary on several different historic figures in Black History, to be distributed to the Students for the month of February. They also set up & catered a large, Soul Food luncheon that was very well received by all our Students at the end of the month. In addition to that, they assisted with several fund raisers – both on and off campus, and attended all SGA meetings and events
- **Art Club** - This school year Art Club hosted 4 events on campus: 2 Artist Talks, a Pen and Ink Workshop, and a Watercolor Workshop, They also went on 3 field trips: The Polk Museum of Art, The Lake Wales Museum of Art, and the Tarpon Springs Historical Museum. Finally, they donated bowls and auction items for the Highlands County Soup Up the Arts, money for SFSC's Annual Student Art Show People's Choice Award, and purchased award ribbons for the K-12 Highlands County Student Art Show.
- **PTK** – For PTK Tau Epsilon, we have held many events this year including participating at all of the College for a Day events and working with Sofia Ochoa with the high school events, tutoring volunteering with the TLC, working in the Dress for Success Closet, and working on our projects that support both the college and the community in general. All of these projects would not be possible without our wonderful students volunteering their time, who often go above and beyond the encouragement of earning 15 hours of PTK-related service to get their graduation regalia. We also work with students to build skills in leadership, fellowship, and scholarship to help them learn the skills needed to benefit their future careers. This applies both to our excellent leadership team as well as to all members of Tau Epsilon. We also submitted our projects from last year for awards from PTK headquarters. So far, we know that we have won a Regional

Award for Distinguished Advisor for our dear, late Joan Briand, and we will learn about any other potential awards April 4-6 as we bring Tau Epsilon students to the International conference. We also had a Mental Wellness event featuring Rodger Smith and BayCare and Zoomed on all campuses. We also held a literacy drive raising over 175 children's books and donated throughout our tri-county area, working with daycares and the Champion for Children Foundation.

- **Dental Students Association** - Dental Assisting Club - The Dental Assisting Club held monthly meetings for their students, along with participating in the regular scheduled SGA Events. Dental Assisting students volunteered for Special Olympics Special Smiles in November and will do so again in May. They are also volunteering for the Florida Dental Association Mission of Mercy on May 31, which is *"a large-scale professional dental that provides care to any patient at no cost to them, with the goal of serving the under-served and uninsured in Florida"*. They will also be attending the Florida Dental Convention on June 21.
- **Student Nurses Association** – The SNA participated in all SGA Events and meetings, along with events. They also held monthly meetings for their group.
- **Hardee Campus Ambassadors** – The Hardee Ambassadors had a busy year. They participated in all SGA events and meetings, along with putting on events at their campus for students.
- **Jac Pac** – The Jac Pac was very active this year, mostly putting on events for the students at the Jacaranda along with participating in all events and meetings put on by the SGA. In addition to that, they provided advising and mentorship for students at the dorm.
- **Latin Student Organization** – The Latin Student Organization has had a fun year so far! The students have reignited the organization in several ways. They have attended SGA meetings and events, in addition to holding monthly meetings, and assisted with the Celebrations for Latin American Heritage Month. During the spring semester, the students have planned a Folclórico Baile or Folclórico Dance to showcase Latin folk dancing for students and staff to learn about this tradition. They will participate in the fundraising Bakesale and plan on participating in a community health event before the end of the semester.
- **Rotoract** – This organization had a very busy, but fun year. We were involved in many volunteering events in the community. They also attended all SGA meetings and events.
- **Basketball Club** – The Basketball Club was very active throughout the year, playing basketball two days a week for the entire year, in addition to attending all SGA meetings and events.
- **IHCI** – The IHCI was busy this year with their coursework, as well as holding monthly meetings, and attending all SGA Events.
- **Student Nurses Club** - The SNA met weekly, attended all SGA meetings and events, and provided advising and mentorship for the Nursing Students on Campus. The club also assisted with graduation.
- **African American Association** – AAA was instrumental in the Black History Month celebration. They wrote a summary on several different historic figures in Black History, to be distributed to the Students for the month of February. They also set up & catered a large, Soul Food luncheon that was very well received by all our Students at the end of the month. In addition to that, they assisted with several fund raisers – both on and off campus, and attended all SGA meetings and events
- **The Scrub Club** – The Scrub Club is a new club, so it was a busy year organizing their club. They held monthly meetings, and were very involved in all SGA events and meetings.
- **Alumni Club** – The Young Alumni Club participated in all SGA events and meetings, along with helping with graduation, and holding monthly meet-up events for the campus.
- **Radiography Club** – The Radiography Club participated in all SGA meetings and events, along with holding multiple fundraisers including raffles and a Bake Sale.
- **Veterans Club** – The Veterans Club met weekly, attended all SGA meetings and events, and provided advising and mentorship for the Veterans on Campus.
- **Honors Ambassadors** - The Honors Ambassadors met weekly, attended all SGA meetings and events, and provided advising and mentorship for the Honors Students on Campus.

- **Weightlifting Club** - The weightlifting club was a new club, and it had a few different activities this year. A guest speaker came to a meeting and discussed their fitness journey of losing over 100lbs, some asynchronous strength and endurance competitions were hosted, and a new weight scale was purchased for SFSC students to use. The weightlifting club met several times for informal group lifting sessions, and monthly club meetings were held.
- **GSA (Gay Straight Alliance)** – The GSA is a new club this year, so they were busy organizing the club. They attended all SGA meetings, SGA Events, and College Week. They also had monthly meetings of their own.



OFFICE OF THE PRESIDENT

Item 4.2

PRESENT TO BOARD: APRIL 17, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: PRESENTATION – HIGHLANDS CAMPUS UPDATE


A presentation of the state of the mechanical infrastructure (HVAC) systems on the Highlands Campus and options to address long term viability.

5.0 Consent Agenda Action Items



OFFICE OF THE PRESIDENT

Item 5.0

PRESENT TO BOARD: APRIL 17, 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.

CONSENT AGENDA ACTION ITEMS		Page
5.1	Personnel Actions	24
5.2	Agreements and Contracts	27
	5.2.1 Affiliation Agreement – CareerSource Heartland	
	5.2.2 Affiliation Agreement – HCA West Florida Division Hospitals, Inc.	
5.3	Operating Actions	29
	5.3.1 Monthly Accounts Payable & Payroll Check Register	
	5.3.2 Property Disposals – April 2024	



OFFICE OF THE PRESIDENT

Item 5.1

PRESENT TO BOARD: APRIL 17, 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:

I. APPOINTMENTS, FULL-TIME PROFESSIONAL STAFF:		
<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Aidimar Mendoza	Coordinator, Human Resources Operations	4/1/2024
II. APPOINTMENTS, FULL-TIME FACULTY:		
John Rosenberger	Temporary Instructor, Computer Science	3/1/2024
III. RESIGNATIONS:		
<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Anthony Record	MOFAC Curator	4/19/2024
Brent Ferns, Sr.	Dean, Applied Sciences	4/30/2024
IV. REAPPOINTMENTS, FULL-TIME PROFESSIONAL STAFF, 2024-25:		
Sara Alfaro*	Deborah Latter	
Kristina F Anderson	John Lackey*	
Steven L Ashworth	Tracey Ligon	
Michael B Austin Sr	George Livingston*	
Edward R Baatz Jr	Keith R Loweke	
Hirell Bell*	Maria R Machin	
Shirell Bell	Isaac Maldonado*	
Adela Bello	Joseph Marble	
Kathleen A Benn	Taylor Massey	
Ashley L Bennett	John E McLaughlin	
Joseph A Black	Jeffrey C Miller	
Katrina M Blandin	Alexandra G Navarrete*	
Christianna L Bobo*	Christian L Negron	
Dolores E Breedlove*	Danielle Y Ochoa	
David A Bruns	Sofia E Ochoa	
Derek K Bryant	Ruel L Olano	

IV. REAPPOINTMENTS, FULL-TIME PROFESSIONAL STAFF, 2024-25:		
Joseph Burke	Deborah J Olson	
Benjamin F Carter Jr*	Minerva J Ortiz*	
Fabiana Castro*	JoAnn Pacheco*	
Diana L Cleghorn	Jessica Pantoja	
Kimberly A Crawford	Ricardo Pantoja	
Sari E Crews	Vickie L Penley*	
Edwin Cuencas*	Sureka S Personette	
Taylor Currie	Sandra C Pinzon	
Daniel M Davis*	Andrew M Polk	
Rose Basso Dubois	Donna L Pridgeon	
Theresa F Elders	Mary Puckorius	
Kelly S Fairfield Dec	Kelly J Purvis*	
Carlos Falla	Govindah Ramnarain	
Zory N Figueroa Alvarado*	Anthony D Record II	
Anastasia L Fuchser	April M Ricker	
Blair N Gilfus	Elisavet C Rios	
Tina M Gottus	Carmen D Robinson-Cooper	
Courtney Green	Frankie M Rodriguez Martinez	
Deborah M Gutierrez	Jazmin M Rosario*	
Robert A Hampton Jr	Kathy L Sandmoen	
Fred Hayes	Joyce E Simmons	
Charles F Hemler Jr	John A Snow	
Richard J Hitt	Tina A Stetson	
Mary S Hutzelman	Ardell Sutton	
Janet Jackson*	Megan Togno	
Antonio S James*	June M Weyrauch	
Lisa M Johnson-Decarie	Janet Wheaton	
Sharon L Jones	Laura A Wilder	
Kristini L Juve	Kristina Wilson	
Amie Kelly	Emily Vickers*	
Joann L Kramer	Mary von Merveldt	
*Grant Funded Position		

V. REAPPOINTMENTS, FULL-TIME CAREER STAFF 2024-25		
Frank Anderson Jr	Samuel Miranda	
Patrick Baker	Marie Jezzelle Montalbo	
Anne A Barrett	Ernesto Loresco Jr	
Estrella H Bautista	Rebecca Lowery	
Vidya S Beiner	Tabatha Meeks	
Dawn M Boersma	Ralph Meyers	
Jeraldine Brown	Pepito M Montemayor	
Sierra Campbell	Denise A Morales	
Santiago Caro	Manuel De Jesus Muro Del Real	
Thomas M Carson	Kelly J Nott	
Amy D Clack	Daniel L Omeara	
Kimberly Cloud	Carmen Ortiz-Rivera	

V. REAPPOINTMENTS, FULL-TIME CAREER STAFF 2024-25		
Lisa M Clayton-Alley	Onesimo J Ochoa	
Marsha L Cowles	Karen L Pelski	
Ross M Crawford	Lettmarie Perez Martinez	
Michael Dawber	Gregorio Ramos III	
Mirtala De Lara	Nicolas A Ramos III	
Marion E Degnan	Lauren E Redick	
Terrell A Dixon	Kevin J Richardson	
Amanda M Dorsey	Christine M Robey	
Cindy L Eaton	Jose Rodriguez	
Sandra K Ellis	Yolanda E Rodriguez	
Tito C Fernandez	Pamela Roebuck	
Michael Flowers	Piedad I Sarmiento-Noriega	
Carmen E Fontanez	Jenna M Schaller	
Chris Fowler	Heather M Schubert	
Michael Garcia	William Senton	
William O Glover	Sierra N Shaffer	
Shawn C Haralson	David E Shanklin	
Esmeralda B Harris	Lamar V Simpson	
Pamela S Hayes	Donna J Snow	
Angela Hjort	Vicki L Stallings	
Kari L Jackson	Carmen M Stricklin	
Curtis Jaggessar	Kelly J Sweet	
Melissa A Prusinski	Tiffani D Teague	
Tammy Jordan-Thelon	Jennifer L Tollison	
Katrina Q Joyner	Dora A Torres	
Pamela R LaDue	Nancy N Velez Ocasio	
Brian LaFleur	Richard A Way	
Cathy Lewis	Brian S Wheaton	
	Josie Wilson	

VI. ADJUNCT FACULTY, 2023-24, ACADEMIC YEAR AS NEEDED:		
<u>Name</u>	<u>Teaching Area</u>	Rank
Crystal Ashworth	BLS/CPR/EMS	III B
Kandis Drymon	Phlebotomy	IV
Bernard Fanfan	ABE/GED/ESOL	III
Donna Jenkins	Practical Nursing LPN (Clinicals only)	III B

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



OFFICE OF THE PRESIDENT

Item 5.2.1

PRESENT TO BOARD: APRIL 17, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: AFFILIATION AGREEMENT – CAREERSOURCE HEARTLAND

Approval is requested to **enter** into the agreement between CareerSource Heartland Division and South Florida State College for the delivery of Adult Education and Literacy Services and Career and Technical Education Programs under the Workforce Innovation and Opportunity Act.

SUGGESTED MOTION:

Move to approve the agreement between CareerSource Heartland and South Florida State College as presented.



OFFICE OF THE PRESIDENT

Item 5.2.2

PRESENT TO BOARD: APRIL 17, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: AFFILIATION AGREEMENT – HCA WEST FLORIDA DIVISION
HOSPITALS, INC.

Approval is requested to **enter** into the agreement between HCA West Florida Division Hospitals, Inc. and South Florida State College for the provision of clinical learning experiences for the EMT and Paramedic Programs.

SUGGESTED MOTION:
Move to approve the agreement between HCA West Florida Division Hospitals, Inc. and South Florida State College as presented.



OFFICE OF THE PRESIDENT

Item 5.3.1

PRESENT TO BOARD: APRIL 17, 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 February 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	1600	\$2,533,011.63	206	\$1,839,234.46	556	\$146,821.97	2362	\$4,519,068.06
March								
April								
May								
June								
Totals	5653	\$14,217,560.54	1390	\$15,653,790.28	3339	\$812,325.53	10382	\$30,683,676.35

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	7	\$12,509.69	460	\$1,244,173.78	467	\$1,256,683.47
March						
April						
May						
June						
Totals	53	\$105,281.63	3477	\$10,160,739.28	3530	\$10,266,020.91

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	2,362	\$4,519,068.06	\$30,683,676.35
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		10,382	\$30,683,676.35	

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	467	\$1,256,683.47	\$10,266,020.91
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		3530	\$10,266,020.91	




OFFICE OF THE PRESIDENT

Item 5.3.2

PRESENT TO BOARD: APRIL 17, 2024

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: PROPERTY DISPOSALS – APRIL 2024

Approval is requested to delete the equipment items listed below. Item #12692 – John Deere Tractor, was capitalized upon purchase but is now fully depreciated. The remaining items are not capitalized (over \$5,000). Therefore, there is no impact on the College finances. These items are beyond repair and/or obsolete and will be held in storage until disposal.

<u>Tag #</u>	<u>Date Purchased</u>	<u>Description</u>	<u>Cost</u>	<u>Condition</u>
4779	4/3/1985	Executive Desk 36 x 72	\$1,384.62	Poor
5374	1/19/1987	Conference table 70"	\$1,750.00	Poor
8930	4/26/1994	Management Workstation	\$1,991.25	Poor
8931	4/26/1994	Management Workstation	\$1,991.25	Poor
8932	4/26/1994	Management Workstation	\$1,991.25	Poor
8933	4/26/1994	Management Workstation	\$1,991.25	Poor
12692	8/7/2001	John Deere 5320 Tractor	\$27,548.66	Poor
12712	5/10/2001	Secretarial Desk Right Return	\$1,302.81	Poor
12905	11/1/2001	Left Return Desk	\$1,217.62	Poor
14638	5/21/2007	Kelly Manikin, VitalSim Compatib	\$3,548.00	Poor
16938	5/23/2012	Laptop Computer-Portege R830-S8322	\$1,106.18	Poor
17071	8/26/2014	Mac Mini	\$1,331.77	Poor
17072	8/26/2014	Mac Mini	\$1,132.85	Poor
17073	8/26/2014	Mac Mini	\$1,132.85	Poor

<u>Tag #</u>	<u>Date Purchased</u>	<u>Description</u>	<u>Cost</u>	<u>Condition Code</u>
17074	8/26/2014	iMac 24' with Retina	\$2,414.39	Poor
17075	8/26/2014	iMac 24' with Retina	\$2,414.40	Poor
17076	8/26/2014	iMac 24' with Retina	\$2,414.39	Poor
17077	8/26/2014	iMac 24' with Retina	\$2,414.40	Poor
17078	8/26/2014	iMac 24' with Retina	\$2,414.39	Poor
17079	8/26/2014	iMac 24' with Retina	\$2,414.40	Poor
17232	5/18/2016	iMac 27' with Retina 5K Display	\$2,975.55	Poor
17233	5/18/2016	iMac 27' with Retina 5K Display	\$2,975.55	Poor
17234	5/18/2016	iMac 27' with Retina 5K Display	\$2,975.55	Poor
17235	5/18/2016	iMac 27' with Retina 5K Display	\$2,975.55	Poor
17236	5/18/2016	iMac 27' with Retina 5K Display	\$2,975.55	Poor
17237	5/18/2016	iMac 27' with Retina 5K Display	\$2,975.55	Poor
17238	5/18/2016	iMac 27' with Retina 5K Display	\$2,975.55	Poor
17239	5/18/2016	iMac 27' with Retina 5K Display	\$2,975.55	Poor
17240	5/18/2016	iMac 27' with Retina 5K Display	\$2,975.56	Poor
17241	5/18/2016	iMac 27' with Retina 5K Display	\$2,975.56	Poor
17242	5/18/2016	iMac 27' with Retina 5K Display	\$2,975.56	Poor
17243	5/18/2016	iMac 27' with Retina 5K Display	\$2,975.56	Poor
17244	5/18/2016	iMac 27' with Retina 5K Display	\$2,975.56	Poor
17245	5/18/2016	iMac 27' with Retina 5K Display	\$2,975.56	Poor
17246	5/18/2016	iMac 27' with Retina 5K Display	\$2,975.56	Poor
17247	5/18/2016	iMac 27' with Retina 5K Display	\$2,975.56	Poor
17248	5/18/2016	iMac 27' with Retina 5K Display	\$2,975.56	Poor
17249	5/18/2016	iMac 27' with Retina 5K Display	\$2,975.56	Poor

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: APRIL 17, 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 associate in science degrees. The Florida Department of Education has removed the MGF and SYG courses as General Education Core courses (Florida Rule 6A-14.0303) effective Fall 2024. This state mandate has altered the program course structure of several associate degrees. The AS programs impacted by this mandate are Computer Programming and Analysis, Criminal Justice Technology, Emergency Medical Services, and Fire Science Technology. There are no program length changes. Program revisions effective Fall 2024 (202510).

- **Computer Programming and Analysis AS #1610**
 - Remove **SYG 2000 General Sociology** as a choice from the second fall term
- **Criminal Justice Technology AS #1520**
 - Remove **SYG 2000 General Sociology** as a choice from the second fall term
 - Remove **MGF 1106 Liberal Arts Mathematics I** from the second fall term and Replace with **CJE 2640 Modern Crime Scene Investigation** from the elective list
 - Remove **MGF 1107 Liberal Arts Mathematics II** and **STA 2023 Elementary Statistics** from the second spring term and Replace with **Mathematics Core**
- **Emergency Medical Services AS #1660**
 - Remove **MAC 1105 College Algebra** and **MGF 1106 Liberal Arts Mathematics I** from the first fall term and Replace with **Mathematics Core**
 - Remove **SYG 2000 General Sociology** as a choice from the first fall term

- **Fire Science Technology AS #1670**
- **Remove SYG 2000 General Sociology** as a choice from the first spring term
- **Remove MAC 1105 College Algebra** and **MGF 1106 Liberal Arts Mathematics I** from the second fall term and **Replace** with **Mathematics Core**

II. COURSE REVISIONS

Request approval to remove the SYG 2000/Honors as General Education Core courses per Florida Rule 6A-14.0303. The SYG courses will remain in the SFSC course inventory as general education elective courses. Course revisions effective Fall 2024 (202510).

- **SYG 2000 General Sociology**
- **SYG 2000 General Sociology - Honors**

III. COURSE DELETIONS

Courses listed fall in accordance with Procedure 2092; courses not taught during the past five years and will not be offered in next five years should be removed from the College Catalog and Statewide Course Numbering System. Request approval to delete the following courses effective Summer 2024 (202430).

- **ART 2012C Media Exploration***
- **ART 2540C Watercolor Painting I***
- **CET 1588C LAN Support Network+***
- **ETM 2315L Hydraulics and Pneumatics Lab**
- **HUM 2701 Humanities Overseas Study**
- **MAT 1033L Intermediate Algebra Lab**

*Related lab fees will automatically be deleted.

SUGGESTED MOTION:

Move to approve the curriculum proposals as presented.

8.0 *Purchasing and Other Action Items*

9.0 Reports



OFFICE OF THE PRESIDENT

Item 9.1

PRESENT TO BOARD: APRIL 17, 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 February 2024.

**SOUTH FLORIDA STATE COLLEGE
FINANCIAL SUMMARY
FISCAL YEAR 2023-24
As of February 29, 2024**

	Budgeted Annual Revenue	Recorded Year To Date	% Recorded of Annual	Recorded Prior Year To Date	% Recorded Prior Year
Student Fees	\$ 5,202,500	\$ 5,083,333	98%	\$ 4,724,606	96%
State Funding	29,398,752	19,331,095	66%	\$ 14,510,552	65%
Other Revenue	2,035,000	1,364,679	67%	1,269,144	59%
Total Revenue	\$ 36,636,252	\$ 25,779,107	70%	\$ 20,504,302	70%

	Budgeted Annual Expenditures	Expenditures Year To Date	% Expended of Annual	Expenditures Prior Year To Date	% Expended Prior Year
Salaries	\$ 24,640,375	\$ 15,579,783	63%	\$ 12,735,584	58%
Current Expense	9,181,417	5,845,873	64%	5,139,987	67%
Capital Outlay	2,615,048	531,344	20%	467,235	53%
Total Expenditures	\$ 36,436,840	\$ 21,957,000	60%	\$ 18,342,806	60%

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	\$ 6,250,699
Plus	
Actual Revenue to Date	\$ 25,779,107
Projected Additional Revenue	\$ 10,857,145
Total Revenue	\$ 36,636,252
Total Projected Funds Available	\$ 42,886,951
Minus	
Actual Expenditures to Date	\$ 21,957,000
Projected Additional Expenditures	\$ 14,479,840
Total Projected Expenditures	\$ 36,436,840
Total Projected Fund Balance Available for FY 2023-24	\$ 6,450,111
Less: Encumbrances and Board Designations	\$ 100,000
Total Projected Fund Balance Unallocated for FY 2023-24	\$ 6,350,111
Projected Unallocated Fund Balance Percentage:	14.81%

South Florida State College
Budget to Actual
Fiscal Year 2023-24 and Fiscal Year 2022-23
As of February 29, 2024

	Recorded			Recorded		
	Budget FY 23-24	2/29/2024	% Recorded	Budget FY 22-23	2/28/2023	% Recorded
Revenue:						
Tuition	\$ 4,445,977	\$ 3,891,762	88%	\$ 4,187,275	\$ 3,710,287	89%
Student Fees	756,523	1,191,571	158%	751,328	1,014,319	135%
State Support - FCSPP	25,464,918	17,145,630	67%	18,812,561	12,587,442	67%
State Support - Lottery	3,933,834	2,185,465	56%	3,461,595	1,923,110	56%
Other Revenue	2,035,000	1,364,679	67%	2,150,669	1,269,144	59%
Total Revenue	\$ 36,636,252	\$ 25,779,107	70%	\$ 29,363,428	\$ 20,504,302	70%

	Expended			Expended		
	Budget FY 23-24	2/29/2024	% Expend	Budget FY 22-23	2/28/2023	% Expend
Expenses:						
Personnel Expenses:						
Salary Expense	\$ 17,848,257	\$ 11,536,533	65%	\$ 16,260,995	\$ 9,439,850	58%
Fringe Benefits	6,792,118	4,043,250	60%	5,865,252	3,295,734	56%
Sub Total	\$ 24,640,375	\$ 15,579,783	63%	\$ 22,126,247	\$ 12,735,584	58%
Other Expenses:						
Travel	\$ 313,337	\$ 139,196	44%	\$ 274,728	\$ 89,051	32%
Postage & Telephone	304,013	180,774	59%	83,287	158,911	191%
Printing	38,974	9,899	25%	38,510	7,373	19%
Repairs & Maintenance	1,810,099	1,411,291	78%	1,766,334	1,102,395	62%
Rental & Insurance	854,405	431,231	50%	702,737	405,314	58%
Utilities	1,828,515	1,180,556	65%	1,661,278	1,133,211	68%
Services	1,806,568	796,438	44%	1,141,472	736,324	65%
Supplies & Subscriptions	1,897,434	1,439,842	76%	1,789,827	1,186,130	66%
Other Expenses	328,072	256,646	78%	174,650	321,278	184%
Sub Total:	\$ 9,181,417	\$ 5,845,873	64%	\$ 7,632,823	\$ 5,139,987	67%
Capital Outlay:	\$ 2,615,048	\$ 531,344	20%	\$ 876,802	\$ 467,235	53%
Total Expenses	\$ 36,436,840	\$ 21,957,000	60%	\$ 30,635,872	\$ 18,342,806	60%
Revenue Over (Under) Expenses	\$ 199,412	\$ 3,822,107		\$ (1,272,444)	\$ 2,161,496	

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 February 29, 2024

	Current Fund			Unexpended Plant	
	Restricted	Auxiliary Fund	Loan Fund	Scholarships	Plant
<u>REVENUE</u>					
Student Fees	\$ 291,218		\$ -	\$ 272,553	\$ 340,229
Local Support	-	-	-	-	-
State Support	244,286	-	-	417,655	400,000
Federal Support	4,890,527	-	-	6,740,393	-
Gifts & Contracts	203,783	92,937	-	-	-
Sales	-	1,440,536	-	-	-
Insurance Proceeds	-	-	-	-	1,624,548
Other Revenue	3,840	39,818	2,256	35	99,563
TOTAL REVENUE	\$ 5,633,654	\$ 1,573,291	\$ 2,256	\$ 7,430,636	\$ 2,464,340
<u>EXPENDITURES</u>					
<u>Personnel Expenditures</u>					
Salary Expense	\$ 1,002,277	\$ 311,473	\$ -	\$ -	\$ -
Fringe Benefits	368,439	114,569	-	-	-
Subtotal	\$ 1,370,716	\$ 426,042	\$ -	\$ -	\$ -
<u>Other Expenses</u>					
Travel	\$ 53,669	\$ 15,482	\$ -	\$ 2,505	\$ -
Postage & Telephone	6,267	5,976	-	-	-
Printing	1,165	421	-	-	499
Repairs & Maintenance	175,048	53,249	-	-	2,337,810
Rental & Insurance	9,447	5,104	-	-	146,782
Utilities	465	1,705	-	-	-
Services	3,088,222	703,153	-	-	41,689
Supplies and Subscriptions	289,180	88,422	-	-	27,439
Cost of Goods Sold	-	314,046	-	-	-
Scholarships & Waivers	44,340	-	-	7,380,492	-
Indirect Cost Expense	175,754	-	-	8,136	-
Other Expenses	-	-	-	-	79
Subtotal	\$ 3,843,557	\$ 1,187,558	\$ -	\$ 7,391,133	\$ 2,554,298
<u>Capital Outlay</u>					
Furniture & Equipment	\$ 1,013,572	\$ 27,324	\$ -	\$ -	\$ -
Renovating & Remodeling	10,510	22,646	-	-	1,691,599
Subtotal	\$ 1,024,082	\$ 49,970	\$ -	\$ -	\$ 1,691,599
TOTAL EXPENDITURES	\$ 6,238,355	\$ 1,663,570	\$ -	\$ 7,391,133	\$ 4,245,897
NET INCREASE (DECREASE) IN FUND BALANCE	\$ (604,701)	\$ (90,279)	\$ 2,256	\$ 39,503	\$ (1,781,557)

**SOUTH FLORIDA STATE COLLEGE
BALANCE SHEET - ALL FUNDS
As of February 29, 2024**

	Current Fund		Loan Fund		Unexpended		Invested in		Totals
	Restricted	Auxiliary Fund		Scholarships	Plant	Plant			
<u>ASSETS</u>									
Cash/Cash Equivalents	\$ (550,009)	\$ 445,858	\$ 1,174	\$ 206,599	\$ 2,691,650	\$ -			\$ 2,795,272
Accounts Receivable, Net	\$ 95,367	\$ 12,600		\$ -	\$ 4,831,223				\$ 4,939,190
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						\$ 3,532,841			\$ 3,532,841
Data Software - Perpetual Licenses						\$ 579,029			\$ 579,029
Artwork						\$ 567,877			\$ 567,877
Construction in Progress									\$ -
Other		\$ 44,216							\$ 44,216
TOTAL ASSETS	\$ (454,642)	\$ 1,660,889	\$ 71,275	\$ 206,599	\$ 10,616,075	\$ 48,648,919			\$ 60,749,115
<u>LIABILITIES AND FUND BALANCE</u>									
<u>Liabilities</u>									
Accounts Payable	\$ 11,054	\$ 46,156	\$ -	\$ -	\$ 763	\$ -			\$ 57,973
Compensated Leave Payable									\$ -
Retainage Payable									\$ -
Unearned Revenue	\$ 113,627	\$ 34,642		\$ 1,937					\$ 150,206
Salaries & Benefits Payable									\$ -
Total Liabilities	\$ 124,681	\$ 80,798	\$ -	\$ 1,937	\$ 763	\$ -			\$ 208,179
<u>Fund Balance:</u>									
Fund Balance	\$ 252,632	\$ 1,612,390	\$ 69,019	\$ 165,159	\$ 12,396,869	\$ -			\$ 14,496,069
Investment in Plant						\$ 48,651,949			\$ 48,651,949
Change in Fund Balance (YTD)	\$ (604,701)	\$ (90,279)	\$ 2,256	\$ 39,503	\$ (1,781,557)	\$ (3,030)			\$ (2,437,808)
Total Fund Balance	\$ (352,069)	\$ 1,522,111	\$ 71,275	\$ 204,662	\$ 10,615,312	\$ 48,648,919			\$ 60,710,210
TOTAL LIABILITIES AND FUND BALANCE	\$ (227,388)	\$ 1,602,909	\$ 71,275	\$ 206,599	\$ 10,616,075	\$ 48,648,919			\$ 60,918,389



OFFICE OF THE PRESIDENT

Item 9.2

PRESENT TO BOARD: APRIL 17, 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 March 2024 meeting of the College District Board of Trustees. The included dates are March 1, 2024 through March 31, 2024. The total amount reported is **\$53,339.00**.

II. Resource Development Update

a. Larry Johnson Estate Sale

South Florida State College Foundation
Gift Summary Report 03/01/2024 - 03/31/2024

Fund ID	Fund Description	Gift Count	Cash	Pledges	Stocks/Other	Total
1000	Unrestricted	26	\$50,753.50	\$0.00	\$0.00	\$50,753.50
5011	SFSC General Scholarship	15	\$224.50	\$0.00	\$0.00	\$224.50
5012	Ben Hill Griffin Scholarship	1	\$2,000.00	\$0.00	\$0.00	\$2,000.00
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	1	\$30.00	\$0.00	\$0.00	\$30.00
5045	Athletic Booster Club	4	\$35.00	\$0.00	\$0.00	\$35.00
5098	Arcadia Center	2	\$30.00	\$0.00	\$0.00	\$30.00
5110	Highlands County Bar Association Scholarship	2	\$75.00	\$0.00	\$0.00	\$75.00
5158	TSIC Scholarships	7	\$75.00	\$0.00	\$0.00	\$75.00
6005	Partnership Project	3	\$70.00	\$0.00	\$0.00	\$70.00
6006	Alumni Association Fund	1	\$10.00	\$0.00	\$0.00	\$10.00
6010	STEM Endowment	2	\$15.00	\$0.00	\$0.00	\$15.00
	Grand Totals:	68	\$53,339.00	\$0.00	\$0.00	\$53,339.00

68 Gift(s) listed

59 Donor(s) listed

Grant Awards

Grantor Florida Department of Education

Grant Title Linking Industry to Nursing Education (LINE)

Amount Awarded \$200,000

Department Nursing Education

Description Funding will be used to recruit and retain nursing faculty, increase capacity of SFSC's nursing programs, and provide funding for upgrades and support in the simulation labs. This grant required matching funds on a dollar-for-dollar basis. Those funds have been secured through AdventHealth Wauchula and Sebring.

Grantor Florida Department of Law Enforcement (FDLE)

Grant Title Criminal Justice Trust Fund FY25

Amount Awarded \$37,040

Department Criminal Justice

Description Funding is awarded for advanced and specialized training of certified law enforcement officers to include administrative travel and operating capital outlay expenditures.

Grantor National Science Foundation

Grant Title HSI Pilot Project: enhancing STEM Participation and Attainment at a Rural, Hispanic-Serving Institution

Amount Awarded \$299,999

Department SFSC Sciences Department

Description Funding is awarded to examine ways to broaden STEM participation and support critical transitions for Hispanic students as a way to improve STEM attainment in collaboration with UF. The project will develop virtual laboratory experiences for gateway science courses to expand access to students in remote campuses. These courses will be complemented by expanded undergraduate research experiences to encourage students to transfer to STEM baccalaureate programs.