

**MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
AUGUST 14, 2024**

Members Present: Mr. Terry Atchley, Chair
Mr. Derren Bryan
Mr. John Eason
Ms. Denise Grimsley
Ms. Alison Hancock
Mr. Fred Hawkins, President/Secretary
Ms. Kaylee Tuck, College Attorney

Excused: Mr. Devon Donaldson

Staff Present:	Mrs. Jamie Bateman	Mrs. Ashley Bennett	Dr. Mark Bukowski
	Dr. Kathleen Cappo	Mr. Peter Elliott	Mrs. Michelle Leidel
	Ms. Cindy Garren	Dr. James Hawker	Dr. Michele Heston
	Mr. Don Kesterson	Mrs. Melissa Kuehnle	Dr. Chris van der Kaay
	Mrs. Teresa Vorous	Mrs. June Weyrauch	Mrs. Asena Mott
	Ms. Christina Dohmann	Ms. Megan Togno	Mr. Keith Loweke
	Mrs. Anastasia Fuscher	Ms. Aidimar Mendoza	Mrs. Emily Dabolt
	Mrs. Elisavet Rios		

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

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

Mr. Atchley welcomed our newly appointed trustees, Ms. Denise Grimsley and Ms. Alison Hancock. They both gave a brief introduction of themselves. Mr. Atchley thanked both for being here today. He also introduced, Ms. Kaylee Tuck and thanked her for serving as the college attorney.

1.0 PRELIMINARY MATTERS

1.1 Adoption of Agenda

Mr. Eason made a motion, seconded by Mr. Bryan, to adopt the agenda of the regular meeting as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Bryan, Mr. Eason, Ms. Grimsley, and Ms. Hancock. **Motion carried by unanimous vote.**

1.2 Approval of Minutes

1.2.1 Regular Meeting Minutes

Mr. Eason made a motion, seconded by Ms. Grimsley, to approve the minutes of the regular meeting held June 19, 2024 as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Bryan, Mr. Eason, Ms. Grimsley, and Ms. Hancock. **Motion carried by unanimous vote.**

1.3 Review of Master Calendar

Mr. Atchley discussed the proposed 2024-2025 South Florida State College District Board Trustees Meeting Schedule with the Board. The Board reviewed the dates with their schedules for any conflicts. The Master Calendar was reviewed. No changes were recommended by the Board.

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

Ms. Grimsley made a motion, seconded by Mr. Eason, to approve the South Florida State College District Board of Trustees Meeting Schedule for the 2024-2025 academic year as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Bryan, Mr. Eason, Ms. Grimsley, and Ms. Hancock. **Motion carried by unanimous vote.**

2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITIONS

2.1 New Employee Introduction

The following new employee was introduced:

Employee	Position	Supervisor	Hired
Aidimar Mendoza	Coordinator, Human Resources Operations	Don Kesterson	04/01/24

3.0 PUBLIC COMMENT

None

4.0 PRESENTATION

None

5.0 CONSENT AGENDA ACTION ITEMS

5.1 Personnel Actions

Approved a list of full-time faculty; full-time professional staff; resignations; retirements; and adjunct faculty for the 2024-25, academic year as needed as presented.

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

5.2 Agreements and Contracts

5.2.1 Affiliation Agreement – Family Dental Center of Sebring

Approved the agreement between Family Dental Center of Sebring and South Florida State College as presented.

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

5.2.2 Affiliation Agreement – Asharie J. Campbell, DDS

Approved the agreement between Asharie J. Campbell, DDS 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 June 2024.

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

5.3.2 Property Disposals – July 2024

Approved the deletion of college property from inventory records as presented.

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

Mr. Eason made a motion, seconded by Ms. Hancock, to approve the Consent Agenda, Items 5.1 through 5.3.2 as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Bryan, Mr. Eason, Ms. Grimsley, and Ms. Hancock
Motion carried by unanimous vote.

6.0 PLANNING AND POLICY ISSUES

6.1 Policy 9.01 Artificial Intelligence Ethics and Integration

Mr. Elliott presented for Board review on first reading of Policy 9.01. He gave a brief overview of the new policy.

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

President Hawkins thanked Mr. Elliott, Dr. Heston, Dr. van der Kaay, and their teams for their work on this policy.

6.2 Reorganization of the Board

Following the District Board of Trustees Policy 2.02, **Ms. Tuck, Board Attorney called for nominations to serve as the 2024-2025 District Board of Trustees Chair. Mr. Eason moved and Mr. Bryan seconded the nomination of Mr. Atchley to remain as Chair for 2024-25. Ms. Tuck asked if there were any other nominations. There being none, Ms. Tuck then called for a vote.** Those voting in favor of the motion were Mr. Bryan, Mr. Eason, Ms. Grimsley, and Ms. Hancock. Mr. Atchley abstained. **Motion carried by unanimous vote.**

Ms. Tuck called for nominations to serve as the 2024-2025 District Board of Trustees Vice Chair. In following District Board of Trustees Policy 2.02, Ms. Grimsley moved and Ms. Hancock seconded the nomination of Mr. Eason as Vice Chair for 2024-25. Ms. Tuck asked if there were any other nominations. There being none, Ms. Tuck then called for a vote. Those voting in favor of the motion were Mr. Atchley, Mr. Bryan, Ms. Grimsley, and Ms. Hancock. Mr. Eason abstained. **Motion carried by unanimous vote.**

Ms. Tuck called for nominations to serve as the 2024-2025 SFSC Foundation Liaison. Mr. Eason moved and Ms. Grimsley seconded the nomination of Mr. Donaldson as the Foundation Liaison for 2024-25. Ms. Tuck asked if there were any other nominations. There being none, Ms. Tuck then called for a vote. Those voting in favor of the motion were Mr. Atchley, Mr. Bryan, Mr. Eason, Ms. Grimsley, and Ms. Hancock. **Motion carried by unanimous vote.**

Mr. Atchley stated he appreciates everyone and their support and belief in him to serve another year as the board chair.

7.0 ACADEMIC AND STUDENT MATTERS

7.1 Curriculum Proposals

Dr. Heston report on the curriculum addition and revisions to the Board. President Hawkins thanked Dr. Heston and her team for the quick turn-a-round on reporting the curriculum proposals and submission.

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

Mr. Bryan made a motion, seconded by Mr. Eason, to approve the curriculum proposals as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Bryan, Mr. Eason, Ms. Grimsley, and Ms. Hancock. **Motion carried by unanimous vote.**

8.0 PURCHASING AND OTHER ACTION ITEMS

None

9.0 REPORTS

9.1 Financial Report

Mr. Elliott reported on updated summary views and reports of revenue and expenditure summary compared to budgeted funds within the Operating Budget through June 2024.

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

9.2 Resource Development Report

Mrs. Batman reported that the South Florida State College Foundation, Inc. received donations and pledges in the amount of **\$10,841.56** from June 1 through July 31, 2024. Mrs. Bateman announced that the Foundation Board has embarked on an opportunity to perform a feasibility study relating to the success of building a campaign in support of new dorms. She gave a brief overview of that the next steps. Mrs. Bateman stated she will share more as they progress through the study.

9.3 President's Report

President Hawkins welcomed our newly appointed trustees to the SFSC family. He also welcomed Ms. Kaylee Tuck serving as the college attorney today.

President Hawkins reported on the following items:

1. Highlighted the work that went into the preparation of transitioning into the State Healthcare program. He thanked everyone involved for their hard work.
2. Recapped Convocation and stated that he has been waiting for this week and the start of a new academic year.
3. Announced a new initiative called National Alliance of Mental Illness (NAMI). He gave a brief background on the organization.
6. Shared that Mrs. Emily Dabolt will be the point person organizing professional development for faculty. He stated that she will be working with faculty with their wants/needs for professional development.
7. Announced he would like SFSC to start volunteering in the community and is working with Mrs. Anastasia Fuscher on some community projects. Mrs. Fuscher gave a brief

overview of some groups and how SFSC can volunteer to help our community. President Hawkins stated that he would like to make this a monthly initiative.

8. Shared there has been some reorganization within the college. He announced that Mrs. Asena Mott is the now the Dean, Off-Campus Instructional Sites.

Mr. Atchley asked for round table introductions of college staff in attendance for our newly appointed trustees.

9.5 Board Attorney's Report

Ms. Tuck stated no report.

9.6 Board Members' Reports

Mr. Eason stated no report.

Mr. Bryan stated he is happy to be here and to serve as trustee until he is replaced. He stated that college is in good hands with Mr. Atchley serving as board chair for another term and Mr. Eason as vice chair.

Ms. Hancock stated no report.

Ms. Grimsley stated no report.

9.7 Board Chair Report

Mr. Atchley questioned President Hawkins, if he had heard back from ACCT about membership dues and expenditure listing. President Hawkins stated that he has not heard back from ACCT about the information he requested. President Hawkins gave a brief recap and overview of the state policy. Mr. Atchley stated that we do not want to renew the ACCT membership until we know that we are compliant with the state policy. The Board discussed the ACCT dues, state policy, and the possible impacts to SFSC. **Mr. Bryan made a motion, seconded by Mr. Eason, to not renew the ACCT membership until further clarification of due expenditures is provided.** Those voting in favor of the motion were Mr. Atchley, Mr. Bryan, Mr. Eason, Ms. Grimsley, and Ms. Hancock. **Motion carried by unanimous vote.**

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 2:06 p.m.