



**SFSC
District Board of Trustees
Regular Meeting
August 27, 2025**

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

**Terry Atchley, Chair
John Eason, Vice Chair
Derren Bryan
Devon Donaldson
Denise Grimsley
Alison Hancock
Fred Hawkins, President/Secretary**

1.0 Call to Order and Preliminary Matters



OFFICE OF THE PRESIDENT

Item 1.1

PRESENT TO BOARD: AUGUST 27, 2025

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 August 27, 2025 be adopted.

SUGGESTED MOTION:

**Move to adopt the agenda of the regular meeting of
August 27, 2025 as presented.**

**REGULAR MEETING AGENDA
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
HIGHLANDS CAMPUS
AUGUST 27, 2025
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 – June 25, 2025
 - 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
 - 5.2 Operating Actions
 - 5.2.1 Monthly Accounts Payable & Payroll Check Register
 - 5.2.2 Property Disposals – August 2025
- 6.0 Planning and Policy Issues
 - 6.1 Reorganization of the Board
- 7.0 Academic and Student Matters
 - 7.1 Curriculum Proposals
 - 7.2 2026-2027 General Education Review
- 8.0 Other Action Items
 - 8.1 Local Hazard Mitigation Strategy (LMS) Plan
- 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: AUGUST 27, 2025

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: MINUTES – REGULAR MEETING – JUNE 25, 2025

It is recommended that the minutes of the regular meeting held June 25, 2025 be approved as presented.

SUGGESTED MOTION:

Move to approve the minutes of the June 25, 2025 regular meeting as presented.

**MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
JUNE 25, 2025**

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

Excused: Mr. Derren Bryan

Staff Present:	Mrs. Ashley Bennett	Dr. Mark Bukowski	Dr. Kathleen Cappo
	Mr. Peter Elliott	Ms. Cindy Garren	Dr. Michele Heston
	Mr. Don Kesterson	Mrs. Melissa Kuehnle	Mrs. Teresa Vorous
	Mrs. Asena Mott	Mrs. Amie Kelly	Mrs. Michelle Leidel
	Mrs. Emily Dabolt	Ms. Brenda Daniels	Mrs. Anastasia Fuchser
	Dr. James Hawker	Mr. Keith Loweke	Dr. John McLaughlin
	Mr. Mike Austin	Mr. Corey Wales	Mrs. Charla Ellerker
	Ms. Alexandra Corso	Ms. Carleigh Okwali	Mrs. Sureka Personette
	Mrs. Kim Cloud	Mr. Rob Hampton	Mr. Julio Nieves

Excused: Mrs. June Weyrauch

Others Present: Marc Valero, Highlands
News-sun

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

1.0 PRELIMINARY MATTERS

1.1 Adoption of Agenda

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

1.2 Approval of Minutes

1.2.1 Regular Meeting Minutes

Ms. Grimsley made a motion, seconded by Mr. Eason, to approve the minutes of the regular meeting held May 21, 2025 as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Donaldson, Mr. Eason, Ms. Grimsley, and Ms. Hancock. **Motion carried by unanimous vote.**

1.3 Review of Master Calendar

Mr. Atchley discussed the proposed 2025-2026 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")

Mr. Donaldson made a motion, seconded by Ms. Grimsley, to approve the South Florida State College District Board of Trustees Meeting Schedule for the 2025-2026 academic year as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Donaldson, 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 employees were introduced:

Employee	Position	Supervisor	Hired
Brenda Daniels	Director, Facilities & Plant Operations	Peter Elliott	02/24/25
Alexandra Corso	Advisor, Dual Enrollment	Charla Ellerker	03/17/25

2.2 Employee Retirement Acknowledgement

Employee	Position	Dates of Service
Elizabeth D. Andrews	Professor, English	08/01/06-06/20/25
Kristini Juve	Coordinator, RSVP	07/01/07-06/30/25
James McBride	Professor, Mathematics	08/16/06-06/20/25

Ms. Grimsley made a motion, seconded by Ms. Hancock, to recognize the retirements of Elizabeth D. Andrews, Kristini Juve, and James McBride for their many years of service to South Florida State College. Those voting in favor of the motion were Mr. Atchley, Mr. Donaldson, Mr. Eason, Ms. Grimsley, and Ms. Hancock. **Motion carried by unanimous vote.**

3.0 PUBLIC COMMENT

None

4.0 PRESENTATION

None

5.0 CONSENT AGENDA ACTION ITEMS

5.0 Personnel Actions

Approved a list administrative staff; full-time faculty; full-time career staff; resignations; retirements; adjunct faculty, 2024-25, academic year as needed; and adjunct faculty for the 2025-26, academic year as needed as presented.

(EXHIBIT "B")

5.2 Agreements and Contracts

5.2.1 Contracts for Private Attorney Services 2025-2026 and Appointment of College Attorney

Approved the contracts for private attorney services 2025-2026 and appointment of college attorney as presented.

(EXHIBIT "C")

5.2.2 Lease Agreement – The Florida Center for Addictions and Dual Disorders

Approved the renewal of the lease agreement for The Florida Center for Addictions and Dual Disorders as presented.

(EXHIBIT "D")

5.2.3 Lease Agreement – Hotel Jacaranda

Approved the renewal of the lease agreement between the SFSC Foundation, Inc. and South Florida State College for the Hotel Jacaranda as presented.

(EXHIBIT "E")

5.2.4 Affiliation Agreement – Dwyer Workforce Development

Approved the agreement between Dwyer Workforce Development and South Florida State College as presented.

(EXHIBIT "F")

5.2.5 Affiliation Agreement – AdventHealth West Florida Division

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

(EXHIBIT "G")

5.2.6 Dual Enrollment Agreement – The Academy at the Parc

Approved the agreement between The Academy at the Parc and South Florida State College as presented.

(EXHIBIT "H")

5.2.7 Dual Enrollment Agreement – School Board of DeSoto County

Approved the agreement between School Board of DeSoto County and South Florida State College as presented.

(EXHIBIT "H")

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 May 2025.

(EXHIBIT "I")

Mr. Eason made a motion, seconded by Mr. Donaldson, 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. Donaldson, Mr. Eason, Ms. Grimsley, and Ms. Hancock. **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 to the Board.

(EXHIBIT "J")

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

8.0 PURCHASING AND OTHER ACTION ITEMS

8.1 Current Unrestricted Fund Budget

Mr. Elliott presented a request to accept the Current Unrestricted Fund Budget. He reported pursuant to State Board of Education Rule 6A-14.0716, Florida Administrative Code – Florida College Systems Budgets, the College shall prepare a budget for the Current Unrestricted (General) Fund in such form as prescribed by the State Board of Education. Mr. Elliott stated that the approved budget is to be submitted to the Chancellor of the Florida College System no later than June 30, 2025. He stated that a proposed budget for FY2025-26 based upon the FY2024-25 state appropriations pursuant to the instructions provided by the Division of Florida Colleges has been provided for the Board's review. Mr. Elliott stated amendments to the budget will be made, if necessary, to conform the budget to the final passed General Appropriations Act, as approved by the Governor, once we have the final approved act.

(EXHIBIT "K")

Mr. Donaldson made a motion, seconded by Mr. Eason, to approve the Current Unrestricted Fund budget, pending the final approval and signature of the Governor. Those voting in favor of the motion were Mr. Atchley, Mr. Donaldson, Mr. Eason, Ms. Grimsley, and Ms. Hancock. **Motion carried by unanimous vote.**

8.2 FY2024-25 Salary Schedule

Mr. Elliott asked for a motion to approve the FY2025-26 Salary Schedule as presented. Mr. Elliott stated the salary schedule includes all positions added, deleted, or amended as of June 1, 2025.

(EXHIBIT "L")

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

8.3 Capital Outlay Budget

Mr. Elliott presented a request to accept the Capital Outlay Budget, pending final approval by the Governor. Mr. Elliott gave brief overview of the Capital Outlay Budget for the FY2025-26, inclusive of any capital outlay projects included in the General Appropriations Act. He stated such projects are subject to the final approval and signature of the Governor and the capital outlay budget will be amended as necessary once the College has received the final approved act.

(EXHIBIT "M")

Mr. Eason made a motion, seconded by Mr. Donaldson, to approve the Capital Outlay Budget, pending the final approval and signature of the Governor. Those voting in favor of the motion were Mr. Atchley, Mr. Donaldson, Mr. Eason, Ms. Grimsley, and Ms. Hancock. **Motion carried by unanimous vote.**

8.4 Capital Improvement Plan (CIP)

Mr. Elliott presented a request to approve the Capital Improvement Plan for 2025-2026 through 2026-2027 and submission to the Division of Florida Colleges. He gave a brief description of the CIP assessment and the needs of the college.

(EXHIBIT "N")

Mr. Donaldson made a motion, seconded by Ms. Grimsley, to approve the Capital Improvement Plan for 2025-2026 through 2026-2027 and submission to the Division of Florida Colleges as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Donaldson, Mr. Eason, Ms. Grimsley, and Ms. Hancock. **Motion carried by unanimous vote.**

8.5 Annual Facilities Inspection Summary Report

Mr. Elliott presented a request to approve the Annual Comprehensive Safety Inspection Reports from Fire Prevention Specialists, a firm retained through the Florida College System Risk Management Consortium. He gave a brief overview of the fire safety, sanitation, and casualty inspection reports for the 2024-25 year.

(EXHIBIT "O")

Mr. Donaldson made a motion, seconded by Mr. Eason, to accept the fire safety, sanitation, and casualty inspection reports for the 2024-25 year as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Donaldson, Mr. Eason, Ms. Grimsley, and Ms. Hancock. **Motion carried by unanimous vote.**

8.6 Recertification of Direct Support Organization (DSO)

Mrs. Dabolt presented a request to accept the 2024 independent audit and IRS form 990 and to reauthorize the SFSC Foundation, Inc. to work on behalf of the college as a direct support organization in support of the college's vision and mission, utilizing support from the college as presented for the 2025-26 fiscal year.

(EXHIBIT "P")

Mr. Eason made a motion, seconded by Mr. Donaldson, to accept the 2024 independent audit and IRS form 990 and to reauthorize the SFSC Foundation, Inc. to work on behalf of the college as a direct support organization for the 2025-26 fiscal year as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Donaldson, Mr. Eason, Ms. Grimsley, and Ms. Hancock. **Motion carried by unanimous vote.**

8.7 Approval of Presidential Contract

Mr. Atchley stated the contract was distributed to the Board for their review. Mr. Atchley gave a brief overview and stated no changes to the president's contract. Mr. Atchley reported that there was one typo discovered and it will be corrected before signing the contract. He stated he appreciates President Hawkins and to continue his hard work and efforts.

Mr. Donaldson made a motion, seconded by Mr. Eason, to approve the presidential contract with the correction to the typo prior to signing as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Donaldson, Mr. Eason, Ms. Grimsley, and Ms. Hancock. **Motion carried by unanimous vote.**

(EXHIBIT "Q")

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 May 2025.

(EXHIBIT "R")

9.2 Resource Development Report

Mrs. Emily Dabolt reported that the South Florida State College Foundation, Inc. received donations and pledges in the amount of **\$2,134.00** from May 1 through May 31, 2025.

Mrs. Dabolt reported on the following items:

1. Grant Update: Mrs. Dabolt reported on the following grant awards:
 - Linking Industry to Nursing Education – Round II \$ 25,000
2. Announced that the following Foundation Board members will be rolling- off:
 - a. Mr. Don Elwell
 - b. Dr. Vinod Thakkar
3. Announced Ms. Julie Barber as a new Foundation Board member.

9.3 President's Report

President Hawkins reported on the following items:

1. Commended Mrs. Dabolt for her work and stepping into the interim role as the Foundation Executive Director. He thanked Mrs. Fuchser for her continued work and support of the Foundation. He stated that counsel has recommended that he be a non-voting member of the Foundation Board.

2. Highlighted Event: President Hawkins asked Dr. John McLaughlin to report on SFSC Public Service Academy training. Dr. McLaughlin reported that the Public Service Academy hosted 97 members of the 715th Military Police Company for two weeks of annual training. He stated on June 9, they engaged in pepper spray and taser training toward certification and they practiced defensive tactics, traffic stop techniques, and search procedures.
3. Announced SFSC was awarded 2025-2026 Military Friendly School designation. Mr. Rob Hampton gave a brief overview of the process of being awarded designation.
4. Shared that Mr. Manny Diaz, Jr will be stepping into the presidential role at the University of West Florida. He stated that Mr. Anastasios Kamoutsas is the new commissioner of education.
5. Enrollment Update: President Hawkins asked Dr. Bukowski to report on enrollment. Dr. Bukowski thanked Mrs. Sureka Personette for her enrollment reports. He reported FTE for spring is up 6.5% and summer/fall FTE is trending high. President Hawkins thanked Mrs. Personette for the FTE update emails and appreciates her work.
6. Reminded the Board to submit their Form 1 filers before July 1.
7. Congratulated Ms. Grimsley on her reappointment to the Board.
8. Tallahassee Update: President reported that he will be attending the COP annual meeting at Daytona State College, June 19-20. He reported that COP will have a meeting on July 11 to discuss priorities. President Hawkins gave a brief overview of the funding model. He stated he will keep the Board informed as he receives information. President Hawkins thanked Mr. Elliott, Mrs. Vorous, and team for all their hard work with the three DOGE requests on top of all their other job responsibilities with year-end approaching. Mr. Atchley congratulated President Hawkins for being nominated and voted to serve as the Vice Chair for COP.

9.5 Board Attorney's Report

Mrs. Tuck stated no report.

9.6 Board Members' Reports

Mr. Donaldson stated no report.

Ms. Grimsley stated no report.

Ms. Hancock stated no report.

Mr. Eason commended President Hawkins and the college teams. He stated he is amazed about the virtual nursing training that our students have access to and the benefits they will gain. Mr. Eason stated that he is proud of our military friendly designation. He commended Dr. McLaughlin and team for their training with military police.

9.7 Board Chair Report

Mr. Atchley reported and highlighted on the Commissioner's Summit held in Miami, June 3-4, that he was able to attend with President Hawkins. He stated that he is excited that President Hawkins is moving into a leadership role within COP. Mr. Atchley stated as always, amazing work by SFSC in the communities.

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 2:07 p.m.



OFFICE OF THE PRESIDENT

Item 1.3

PRESENT TO BOARD: AUGUST 27, 2025

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

AUGUST 2025	SEPTEMBER 2025	OCTOBER 2025
27 Board Meeting, 1 PM Highlands Campus	24 Board Meeting, 1 PM Highlands Campus	22 Board Meeting, 1 PM Highlands Campus 22-25 ACCT Leadership Congress New Orleans, LA
NOVEMBER 2025	DECEMBER 2025	JANUARY 2026
No Board Meeting	1 Jacaranda Jubilee, 6:30 PM Hotel Jacaranda 3 Board Meeting, 1 PM Highlands Campus 4 Foundation Christmas Luncheon 11:30 AM, Hotel Jacaranda	28 Board Meeting, 1 PM Highlands Campus
FEBRUARY 2026	MARCH 2026	APRIL 2026
No Board Meeting 8-11 ACCT National Legislative Summit, Washington, DC	25 Board Meeting, 1 PM Highlands Campus	22 Board Meeting, 1 PM Highlands Campus
MAY 2026	JUNE 2026	JULY 2026
27 Planning/Budget Workshop, 11AM, Highlands Campus Board Meeting, 1 PM Highlands Campus	24 Board Meeting, 1 PM Highlands Campus	22 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: AUGUST 27, 2025

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: NEW EMPLOYEE INTRODUCTIONS

Employee	Position	Supervisor	Hired
Jillian Gorzycki	Student Advisor	Asena Mott	03/19/25
Bryliance Augustus	Customer Service	Megan Togno	03/31/25
Miriam Silva	Instructor, Nursing	Kathleen Cappel	04/07/25
Ralene Graham	Instructor, Nursing	Kathleen Cappel	05/01/25

3.0 Public Comment

4.0 Presentations

5.0 Consent Agenda Action Items



OFFICE OF THE PRESIDENT

Item 5.0

PRESENT TO BOARD: AUGUST 27, 2025

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.

	<i>CONSENT AGENDA ACTION ITEMS</i>	Page
5.1	Personnel Actions	22
5.2	Operating Actions	24
	5.2.1 Monthly Accounts Payable & Payroll Check Register	
	5.2.2 Property Disposals – August 2025	



OFFICE OF THE PRESIDENT

Item 5.1

PRESENT TO BOARD: AUGUST 27, 2025

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 FACULTY:		
<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Tiffany Hernandez	Dental Hygiene Instructor	8/8/2025
II. APPOINTMENTS, FULL-TIME PROFESSIONAL:		
<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Velma Aponte	Assistant Director, Financial Aid	8/4/2025
III. RESIGNATIONS:		
<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Theresa Elders	Coordinator, Accounting	7/31/2025
V. ADJUNCT FACULTY, 2025-26, ACADEMIC YEAR AS NEEDED:		
<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Nicholas Arnold	EMS Programs	IIIB
Abbi Collins	Surgical Services	IV
James Furno	Psychology	IIIB
Jessica Greenidge	PN/ASN Clinicals	IIIB

V. ADJUNCT FACULTY, 2025-26, ACADEMIC YEAR AS NEEDED:		
<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Autumn Grubb	Speech Communication	I
LaShon Johnson	EMS Programs	IIIB
Darren Karp	Fire Science	III
Scott Moller	Fire Science	IIIB
John Patakakis	Fire Science	IV
Mark Schneider	Criminal Justice	III
Shelby Spencer	Education	II
Franz Timbol	Nursing	II
Mandy Watson	ABE/GED/ESOL	II
Drew Willard	Humanities	II

SUGGESTED MOTION:

Move to approve the personnel recommendations as presented.



OFFICE OF THE PRESIDENT

Item 5.2.1

PRESENT TO BOARD: AUGUST 27, 2025

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 July 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.

South Florida State College
Business Services payments processed for fiscal years 2024/25 and 2025/26.

Vendor Payments:

	2025/26				2024/25		
	# Payments	Monthly Total	Cumulative Total		# Payments	Monthly Total	Cumulative Total
July	316	\$ 1,433,111	\$ 1,433,111		340	\$ 1,833,742	\$ 1,833,742
August			1,433,111		428	1,518,769	3,352,511
September			1,433,111		320	1,683,830	5,036,341
October			1,433,111		536	1,574,898	6,611,239
November			1,433,111		389	1,448,395	8,059,634
December			1,433,111		308	1,295,755	9,355,389
January			1,433,111		468	1,904,267	11,259,656
February			1,433,111		450	1,180,342	12,439,998
March			1,433,111		356	1,018,624	13,458,622
April			1,433,111		477	1,322,906	14,781,528
May			1,433,111		462	1,015,756	15,797,284
June			1,433,111		329	2,211,343	18,008,627
Totals	316	1,433,111			4,863	18,008,627	

Payroll:

	2025/26				2024/25		
	# Payments	Monthly Total	Cumulative Total		# Payments	Monthly Total	Cumulative Total
July	434	\$ 1,261,088	\$ 1,261,088		432	\$ 1,255,152	\$ 1,255,152
August			1,261,088		378	1,150,622	2,405,774
September			1,261,088		432	1,201,167	3,606,941
October			1,261,088		471	1,253,120	4,860,061
November			1,261,088		484	1,311,614	6,171,675
December			1,261,088		482	1,264,636	7,436,311
January			1,261,088		411	1,133,844	8,570,155
February			1,261,088		452	1,220,595	9,790,750
March			1,261,088		478	1,253,626	11,044,376
April			1,261,088		468	1,270,877	12,315,253
May			1,261,088		468	1,303,123	13,618,376
June			1,261,088		403	1,284,699	14,903,075
Totals	434	1,261,088			5359	14,903,075	

Student Refunds:

	2025/26				2024/25		
	# Payments	Monthly Total	Cumulative Total		# Payments	Monthly Total	Cumulative Total
July	105	\$ 115,898	\$ 115,898		362	\$ 369,877	\$ 369,877
August			115,898		41	27,649	397,526
September			115,898		1271	1,994,657	2,392,183
October			115,898		696	659,861	3,052,044
November			115,898		350	310,635	3,362,679
December			115,898		30	60,552	3,423,231
January			115,898		1385	2,444,800	5,868,031
February			115,898		385	474,895	6,342,926
March			115,898		38	53,398	6,396,324
April			115,898		78	107,452	6,503,776
May			115,898		164	32,871	6,536,647
June			115,898		783	828,939	7,365,586
Totals	105	115,898			5583	7,365,586	

P-Card

	2025/26				2024/25		
	# Transactions	Monthly Total	Cumulative Total		# Transactions	Monthly Total	Cumulative Total
July	308	\$ 82,062	\$ 82,062		276	\$ 66,634	\$ 66,634
August			82,062		452	101,716	168,350
September			82,062		469	130,366	298,716
October			82,062		414	93,674	392,390
November			82,062		384	74,795	467,185
December			82,062		256	65,492	532,677
January			82,062		492	125,938	658,615
February			82,062		485	98,223	756,838
March			82,062		401	93,864	850,702
April			82,062		503	137,601	988,303
May			82,062		446	136,388	1,124,691
June			82,062		281	71,249	1,195,940
Totals	308	82,062			4859	1,195,940	

Grand total Transactions/Spend 1,163 \$ 2,892,158

20,664 \$ 41,473,227



OFFICE OF THE PRESIDENT

Item 5.2.2

PRESENT TO BOARD: AUGUST 27, 2025

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: PROPERTY DISPOSALS – AUGUST 2025

Authorization is requested to delete the equipment items listed below. These items are beyond repair and/or obsolete and will be held in storage until disposal. Any equipment with possible residual value will be auctioned or traded if feasible.

<u>Tag #</u>	<u>Date Purchased</u>	<u>Description</u>	<u>Cost</u>	<u>Condition Code</u>
7417	10/30/1990	Delta 20" wood/non-Ferrous Band Saw	\$2,988.46	Poor
7763	2/13/1992	Delta 20" Band Saw	\$2,910.55	Poor
12142	11/22/1999	Optelec ClearView B&W Video Magnifier	\$1,845.00	Fair

Total: \$7,744.01

SUGGESTED MOTION:

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

6.0 Planning and Policy Issues



OFFICE OF THE PRESIDENT

Item 6.1

PRESENT TO BOARD: AUGUST 27, 2025

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: REORGANIZATION OF THE BOARD

As stipulated in the State Board of Education Rules and SFSC District Board of Trustees Policy 2.02 (attached), the Board of Trustees holds an organization meeting in which Board officers are elected and the meeting schedule is adopted. The following items of business require your consideration:

1. Election of Chair for 2025-2026
2. Election of the Vice Chair for 2025-2026
3. Election of the SFSC Foundation Liaison for 2025-2026

**SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES POLICIES**

POLICY NO. 2.02

TITLE: SOUTH FLORIDA STATE COLLEGE DISTRICT BOARD OF TRUSTEES

LEGAL AUTHORITY: FLORIDA CONSTITUTION
ARTICLE 1, SECTION 9 AND ARTICLE IV, SECTION 7
FLORIDA STATUTES: 1001.61-65, 112.313, 112.52

OFFICE OF PRIMARY RESPONSIBILITY: PRESIDENT'S OFFICE

The South Florida State College (SFSC) District Board of Trustees is a body politic and corporate entity. The terms "District Board" or "Board" as used herein shall mean the SFSC District Board of Trustees, and its members.

The Board has been given the legal responsibility and authority over the institution to carry out all powers and perform all duties provided for in the Florida Statutes (FS) and the State Board of Education Rules but only when acting as a Board. No individual member or committee of the Board shall have the power to act on behalf of the Board, unless specifically and legally authorized to do so by action duly taken by the Board. In case of unusual circumstances, ad hoc committees of the Board will act on matters for which the committee is appointed, which action will be confirmed and approved at a regular Board meeting.

A. General:

The District Board shall consist of a certain number of members as required by appropriate governing law or rule.

The primary role of the Board is to establish policies that will allow the president to administer the College effectively and efficiently. The Board is the sole official policy-making body of the College. The Board shall be responsible for determining which programs and services are needed to serve the educational needs of the district and for determining the effectiveness and efficiency of the programs and services in meeting those needs. Additionally, the Board exercises fiduciary oversight of the institution by approving the College's annual budget and reviewing financial statements at each Board meeting.

The president and administration are responsible for operating the College under those policies through established administrative procedures and programs, and for advising the Board on such matters.

Members of the Board shall serve without compensation but shall be reimbursed for reasonable expenses incurred in connection with their service as members. Expenses of the members shall be reimbursed in accordance with policies and procedures established by the College.

To continually improve their knowledge of community colleges, Board members should commit themselves to attend conferences, seminars, and meetings that pertain to their responsibilities, duties, and powers.

Board members should maintain the highest levels of integrity in the performance of their duties. The Board shall act in unity and act on matters that represent a majority of Board members. The Board shall not be controlled by a minority of Board members or by organizations or institutions separate from it. Accordingly, all members of the Board shall avoid any conflict of interest or appearance of impropriety. Any member who has direct or indirect interest in any matter presented to the District Board shall notify the chair of the Board of that potential conflict and shall not participate in any discussion, decision, vote, or proceedings of the District Board in connection with that matter.

The Board is responsible for safeguarding the institution and its employees from outside parties or organizations who desire to influence decisions or Board policy creation that is not in the best interest of the institution. Board members should feel free to interact and discuss potential questionable matters with the College's Board attorney.

The members of the Board shall be covered under the College's indemnity insurance policies, to indemnify and protect the Trustees when damages are sought for alleged negligent or wrongful acts while acting in their capacity as members of the Board.

b. Meetings:

Regular meetings: Regular meetings of the Board shall be held in accordance with a schedule determined by the Board at its annual organizational meeting, or as necessary, to exercise their power and perform their duties. Notice of each regular meeting will be published in accordance with Florida Statutes.

Organizational meetings: The Board shall organize itself at the beginning of each fiscal year to select a chair, a vice chair, and other officers as deemed necessary, and to establish the dates, times, and location for its regular meetings.

Special or emergency meetings: Special or emergency meetings of the District Board may be called by the chair or by a majority of the members of the Board. Notice of special or emergency meetings will be made in accordance with Florida Statutes. No business shall be conducted or transacted in special

or emergency meetings other than that which pertains to the purpose of the special or emergency meetings as set forth in the notice.

Conduct of District Board meetings: Except as may be otherwise provided by Board policy, the conduct of the meetings shall be governed by *Roberts Rules of Order*.

A majority of the voting members of the Board shall constitute a quorum. The voting method shall be determined at the discretion of the Board chair.

Except in an emergency, as determined by the chair, the Board takes official action only on items which appear on the regular agenda. The agenda may be modified by a majority of the Board members present. The agenda may include a consent agenda with a variety of issues designed for one Board motion and vote. Upon request of any Board member, any issue may be removed from the consent agenda.

An individual or group may present an item for consideration by submitting the item in writing to the President's Office before noon, 14 days prior to a Board meeting, or at a time designated by the president. The Board chair may choose to recognize individuals or groups for public comment at such times designated on the approved agenda.

The District Board approves, disapproves, tables, or refers specific recommendations of the District Board to the president.

Complete and accurate minutes of each meeting shall be maintained in the President's Office.

Election of Board officers:

The Board officers elected by and from the Board of Trustees shall be a chairperson, a vice chairperson, and such other Board officers as may be determined by the Board. The Board officers shall be elected annually during the annual organizational meeting, or whenever a vacancy occurs, and at such other times as decided by the Board. Each Board officer shall hold office until the next annual organizational meeting or until a successor has been elected. The Board Chair is the officer who presides over the Board of Trustees.

Unless otherwise determined by the Board, the vice chairperson will assume the office of the chairperson whenever the term of the chairperson ends or a vacancy occurs, but only if the current vice chairperson is willing and able to assume the office of chairperson. Unless otherwise decided by the Board, a new vice chairperson will then be elected. To allow each Board member an opportunity to serve as a Board officer, it should be the practice to elect a vice chairperson who

has been a member of the Board for the longest period of time without serving as a chairperson.

Any officer of the Board of Trustees may be removed from office by a majority vote of the Board members present during any regular meeting in which a quorum is present, or during a special meeting called for that purpose in which a quorum is present.

D. Legal services to the Board:

The Board may appoint an attorney, who is not a member of the Board, to serve at the pleasure of the Board. The attorney shall render legal opinions, represent the Board in legal proceedings, review and prepare legal documents, and attend meetings of the Board. The attorney shall call the Board's attention to any action or proposed action which is contrary to federal, state, or local laws, or to the policies of the College, or to contracts between the College and any persons, association, corporation, or governmental entity.

E. Appointment, suspension, and removal of Board members:

Members of the District Board of Trustees of SFSC are appointed by the Governor of Florida and confirmed by the Senate in regular session in accordance with FS 1001.61 (2). The suspension and removal of a member of the District Board of Trustees of a Florida community college is governed by the procedures set forth in Article IV, Section 7 of the Florida Constitution and Title X, Chapter 112, Section 52, and Title XLVIII, Section 1001.61 (4) of the FS. Causes for suspension or removal are outlined in these provisions and due process is afforded the affected trustees as defined in the Florida Constitution Article I, Section 9.

HISTORY: Last Reviewed 8/24/20

Issued by District Board of Trustees: 8/10/84

Reviewed: 7/01/04/ 7/01/07, 6/27/12, 8/24/20

Revised: 8/20/87, 11/28/01, 12/10/08, 4/28/10, 1/29/20

7.0 Academic and Student Matters



OFFICE OF THE PRESIDENT

Item 7.1

PRESENT TO BOARD: AUGUST 27, 2025

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 revise the admission requirements and/or general information sections for the emergency medical services and fire science programs. These revisions are intended to ensure greater alignment with the new College application (Element 451), current educational standards, and the expectations of the programs' clinical partners and/or the Bureau of Fire Standards and Training. These revisions do not involve any changes to program lengths. If approved, the changes will take effect in Fall 2025 (202610).

➤ **#3040 Emergency Medical Technician CCC**

- Update the standards under Admission Requirements
 - * Add State of Florida-approved identification as an "or" option
 - * Add proof of certification pertaining to the EMS and Fire Science programs
- Add details regarding the 10-panel drug screening and criminal background check under the General Information section

➤ **#3600 Firefighter CC**

- Update the minimum fire standards under Admission Requirements
 - * Add State of Florida-approved identification as an "or" option
 - * Add proof of certification pertaining to the EMS and Fire Science programs
- Add criminal background check information under General Information
- Remove Admission requirements to the Firefighter II course and program notation

➤ **#3602 Firefighter/Emergency Medical Technician – Combined CC**

- Replace the current admissions requirements with “You must meet all of the requirements of the Emergency Medical Technician (3040) and the Firefighter (3600) certificate programs”
- Remove program notation

➤ **#3042 Paramedic CCC**

- Update the standards under Admission requirements
 - * Add State of Florida-approved identification as an “or” option
 - * Add proof of certification pertaining to the EMS and Fire Science programs
 - * Add Selection Process section
- Update details regarding the 10-panel drug screening and criminal background check under the General Information section

II. COURSE DELETION

Request approval to delete following general education course effective Fall 2025 (202610). Course will not be offered in the next 5 years.

➤ **PSC 1121 Physical Science (3 crs.)**

SUGGESTED MOTION:

Move to approve the curriculum proposals as presented.



OFFICE OF THE PRESIDENT

Item 7.2

PRESENT TO BOARD: AUGUST 27, 2025

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: 2026-2027 GENERAL EDUCATION REVIEW

Request approval to submit all institutional General Education courses under Communication, Humanities, Mathematics, Natural Sciences, and Social Sciences for the 2026–2027 academic year. All courses have been reviewed, with only one course updated. Plus, the Florida Department of Education (FLDOE) has selected a few courses for deletion because they have not been offered in the past five years. We respectfully request that these courses remain active with good faith and the expectation that they will be offered and meet enrollment requirements in the upcoming academic year. The only exception is PSC 1121 – Physical Science, which will not be offered in the next five years and is therefore being submitted for deletion. This mandated review of SFSC’s General Education courses ensures compliance with F.S. 1007.24, 1007.25, and 1007.55.

Prefix Number		Course Title	Notes
AMH	1010	Introductory Survey to 1877	Reviewed; no updates
AMH	1020	Introductory Survey Since 1877	Reviewed; no updates
AML	2010	American Literature I (1620 to 1865)	Reviewed; no updates
AML	2010	Honors American Literature I (1620 to 1865)	Reviewed; no updates
AML	2020	American Literature II (1865 to Present)	Reviewed; no updates
AML	2020	Honors American Literature II (1865 to Present)	Reviewed; no updates
ARH	2000	Art Appreciation	Reviewed; no updates
ARH	2050	Art History I	Reviewed; no updates
ARH	2051	Art History II	Reviewed; no updates
AST	1002	Descriptive Astronomy	Reviewed; no updates
AST	1002	Descriptive Astronomy Lab	Reviewed; no updates
BOT	1010	Botany	Reviewed; no updates
BSC	1005	Introducing Biology	Reviewed; no updates
BSC	1009	Introduction to Biology	Reviewed; no updates

BSC	1010	General Biology I	Reviewed; no updates
BSC	1010	Honors General Biology I	Reviewed; no updates
BSC	1011	General Biology II	Reviewed; no updates
BSC	1011	Honors General Biology II	Reviewed; no updates
BSC	1080	Overview of Anatomy and Physiology	Reviewed; no updates
BSC	1085	Honors Human Anatomy and Physiology I	Reviewed; no updates
BSC	1085	Human Anatomy and Physiology I	Reviewed; no updates
BSC	1086	Honors Human Anatomy and Physiology II	Reviewed; no updates
BSC	1086	Human Anatomy and Physiology II	Reviewed; no updates
BSC	1420	Introduction to Biotechnology	Reviewed; no updates
CHM	1020	Introducing General Chemistry	Reviewed; no updates
CHM	1020	Introducing General Chemistry Lab	Reviewed; no updates
CHM	2045	General Chemistry I Lab	Reviewed; no updates
CHM	2045	Honors General Chemistry I Lab	Reviewed; no updates
CHM	2045	General Chemistry I	Reviewed; no updates
CHM	2045	Honors General Chemistry I	Reviewed; no updates
CHM	2046	General Chemistry II Lab	Reviewed; no updates
CHM	2046	Honors General Chemistry II Lab	Reviewed; no updates
CHM	2046	General Chemistry II	Reviewed; no updates
CHM	2046	Honors General Chemistry II	Reviewed; no updates
CHM	2210	Honors Organic Chemistry I Lab	Reviewed; no updates
CHM	2210	Organic Chemistry I Lab	Reviewed; no updates
CHM	2210	Honors Organic Chemistry I	Reviewed; no updates
CHM	2210	Organic Chemistry I	Reviewed; no updates
CHM	2211	Honors Organic Chemistry II Lab	Reviewed; no updates
CHM	2211	Organic Chemistry II Lab	Reviewed; no updates
CHM	2211	Honors Organic Chemistry II	Reviewed; no updates
CHM	2211	Organic Chemistry II	Reviewed; no updates
DEP	1004	Human Development	Reviewed; no updates
ECO	2013	Honors Macroeconomics	Reviewed; no updates
ECO	2013	Macroeconomics	Reviewed; no updates
ECO	2023	Microeconomics	Reviewed; no updates
ENC	1101	Freshman English I	Reviewed; no updates
ENC	1101	Honors Freshman English I	Reviewed; no updates
ENC	1102	Freshman English II	Reviewed; no updates
ENC	1102	Honors Freshman English II	Reviewed; no updates
ENL	2012	British Literature I	Requesting course to remain active, with good faith and confidence that it will be offered and expected to make in the next academic year.
ENL	2012	Honors British Literature I	Reviewed; no updates

ENL	2022	British Literature II	Reviewed; no updates
ENL	2022	Honors British Literature II	Reviewed; no updates
EVR	2001	Introduction to Environmental Science	Reviewed; no updates
HUM	2020	Honors Introduction to Humanities	Reviewed; no updates
HUM	2020	Introduction to Humanities	Reviewed; no updates
HUM	2210	Honors Humanities Survey I	Reviewed; no updates
HUM	2210	Humanities Survey I	Reviewed; no updates
HUM	2230	Honors Humanities Survey II	Requesting course to remain active, with good faith and confidence that it will be offered and expect to make in the next academic year. New Honors Program Director in place developing a marketing plan.
HUM	2230	Humanities Survey II	Reviewed; no updates
INR	2002	International Relations	Discontinued effective 05/09/2025
LIT	2000	Introduction to Literature: Thematic and Critical Approaches	Reviewed; no updates
LIT	2110	Honors World Literature I	Reviewed; no updates
LIT	2110	World Literature I	Reviewed; no updates
LIT	2120	Honors World Literature II	Requesting course to remain active, with good faith and confidence that it will be offered and expect to make in the next academic year. LIT I offered this year with strong enrollment.
LIT	2120	World Literature II	Requesting course to remain active, with good faith and confidence that it will be offered and expect to make in the next academic year. LIT I offered this year with strong enrollment.
MAC	1105	College Algebra	Reviewed; no updates
MAC	1114	Plane Trigonometry	Reviewed; no updates
MAC	1140	Precalculus Algebra	Reviewed; no updates
MAC	1147	Precalculus Algebra/Trigonometry	Reviewed; no updates
MAC	2233	Calculus for Business and Social Sciences	Reviewed; no updates
MAC	2311	Calculus I with Analytic Geometry	Reviewed; no updates
MAC	2311	Honors Calculus I with Analytic Geometry	Reviewed; no updates
MAC	2312	Calculus II	Reviewed; no updates
MAC	2313	Calculus III	Reviewed; no updates

MAP	2302	Differential Equations	Reviewed; no updates
MCB	2010	Honors Microbiology	Reviewed; no updates
MCB	2010	Microbiology	Reviewed; no updates
MGF	1106	Liberal Arts Mathematics I	Reviewed; no updates
MGF	1107	Liberal Arts Mathematics II	Reviewed; no updates
MGF	1130	Mathematical Thinking	Reviewed; no updates
MGF	1131	Mathematics in Context	Reviewed; no updates
MUL	2010	Music Appreciation	Reviewed; no updates
PCB	2033	Introduction to Ecology-Environment	Reviewed; no updates
PHI	2010	Honors Introduction to Philosophy	Reviewed; no updates
PHI	2010	Introduction to Philosophy	Reviewed; no updates
PHI	2635	Biomedical Ethics	Course requested to be removed during the 2025-2026 Gen Ed Review
PHY	2048	General Physics with Calculus I	Reviewed; no updates
PHY	2048	Honors General Physics with Calculus I	Reviewed; no updates
PHY	2049	General Physics with Calculus II	Reviewed; no updates
PHY	2049	Honors General Physics with Calculus II	Reviewed; no updates
PHY	2053	General Physics I	Reviewed; no updates
PHY	2053	Honors General Physics I	Reviewed; no updates
PHY	2054	General Physics II	Reviewed; no updates
PHY	2054	Honors General Physics II	Reviewed; no updates
POS	1041	American Government	Reviewed; no updates
POS	1041	Honors American Government	Reviewed; Outcomes updated
PSC	1121	Physical Science	Request course to be deleted; not being offered in the next 5 years.
PSY	2012	Introduction to Psychology	Reviewed; no updates
REL	2300	Comparative Religions	Reviewed; no updates
SPC	2608	Fundamentals of Speech Communication	Reviewed; no updates
SPC	2608	Honors Fundamentals of Speech Communication	Reviewed; no updates
STA	2023	Elementary Statistics	Reviewed; no updates
STA	2023	Honors Elementary Statistics	Reviewed; no updates
SYG	2000	General Sociology	Reviewed; no updates
SYG	2000	Honors General Sociology	Reviewed; no updates
THE	2000	Theatre Appreciation	Reviewed; no updates
WOH	2040	World History in the 20th Century	Reviewed; no updates

SUGGESTED MOTION:

Move to approve the 2026-2027 General Education Review as presented.

8.0 Purchasing and Other Action Items



OFFICE OF THE PRESIDENT

Item 8.1

PRESENT TO BOARD: AUGUST 27, 2025

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: LOCAL HAZARD MITIGATION STRATEGY (LMS) PLAN

College staff worked closely with Highlands County staff and several other local governments and associations to update the multi-jurisdictional Highlands County Local Hazard Mitigation Strategy (LMS) Plan. The plan was prepared in accordance with federal regulations and has been approved by the State of Florida Division of Emergency Management (FDEM) and the Federal Emergency Management Agency (FEMA), pending adoption of the plan by participating entities (see attached letter from FDEM). The College has participated in the development and implementation of the LMS since inception, with staff participating in amendments and updates throughout the years.

A major objective of the five-year update to the LMS is to maintain eligibility to apply for and/or receive project grant funding for Highlands County and its participating jurisdictions. Local governments must have an LMS approved by FEMA in order to be eligible for hazard mitigation assistance programs, including the Hazard Mitigation Grant Program and the Pre-Disaster Mitigation, Flood Mitigation Assistance, and Severe Repetitive Loss programs.

Our staff has reviewed the plan and recommends adoption of the attached resolution.

SUGGESTED MOTION:

Move to accept and adopt the Highlands County Multi-hazard Local Mitigation plan.

9.0 Reports



OFFICE OF THE PRESIDENT

Item 9.1

PRESENT TO BOARD: AUGUST 27, 2025

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 June 2025, fiscal year 2024-25 and July 2025, fiscal year 2025-26 financial summaries along with details of revenues and expenditures compared to budget funds within the operating budget. Also, for your review, a statement of revenues, expenditures, and other changes along with balance sheet details of other funds is provided.

SOUTH FLORIDA STATE COLLEGE
FINANCIAL SUMMARY
Fiscal year 2024-25 to Fiscal year 2023-24
6/30/2025 (Preliminary)

	Budgeted Annual Revenue	Recorded Year To Date	% Recorded of Annual	Recorded Prior Year To Date	% Recorded Prior Year
Student Fees	\$ 6,028,726	\$ 5,920,848	98%	\$ 5,490,630	106%
State Funding	28,085,234	28,388,294	101%	\$ 28,032,958	95%
Other Revenue	1,987,449	1,979,705	100%	2,015,018	99%
Total Revenue	\$ 36,101,409	\$ 36,288,847	101%	\$ 35,538,606	97%

	Budgeted Annual Expenditures	Expenditures Year To Date	% Expended of Annual	Expenditures Prior Year To Date	% Expended Prior Year
Salaries	\$ 25,353,553	\$ 23,708,017	94%	\$ 27,385,586	109%
Current Expense	10,970,912	10,727,242	98%	7,361,632	81%
Capital Outlay	363,969	288,387	79%	2,130,437	82%
Total Expenditures	\$ 36,688,434	\$ 34,723,646	95%	\$ 36,877,655	100%

South Florida State College Fund Balance Summary Projection 2024-25 Fiscal year	
Fund Balance Carryforward from Fiscal Year 2023-24	
Unallocated Fund Balance	\$ 6,403,281
Reserve for Encumbrances	-
Total Fund Balance Available for FY 2024-25	\$ 6,403,281
Plus	
Actual Revenue to Date	\$36,288,847
Total Revenue	\$ 36,288,847
Total Projected Funds Available	\$ 42,692,128
Minus	
Actual Expenditures to Date	\$34,723,646
Total Projected Expenditures	\$ 34,723,646
Total Projected Fund Balance Available for FY 2025-26	\$ 7,968,482
Less: Encumbrances	\$ -
Total Projected Fund Balance Unallocated for FY 2025-26	\$ 7,968,482
Projected Unallocated Fund Balance Percentage:	18.66%

South Florida State College
Budget to Actual
Fiscal year 2024-25 to Fiscal year 2023-24
6/30/2025 (Preliminary)

	Budget FY 24-25	Recorded 6/30/2025	% Recorded	Budget FY 23-24	Recorded 6/30/2024	% Recorded
Revenue:						
Tuition	\$ 4,443,934	\$ 4,268,229	96%	\$ 4,445,977	\$ 4,068,931	92%
Student Fees	1,584,792	1,652,619	104%	756,523	1,421,699	188%
State Support - FCSPF	24,365,885	24,668,945	101%	25,464,918	24,099,124	95%
State Support - Lottery	3,719,349	3,719,349	100%	3,933,834	3,933,834	100%
Other Revenue	1,987,449	1,979,705	100%	2,035,000	2,015,018	99%
Total Revenue	\$ 36,101,409	\$ 36,288,847	101%	\$ 36,636,252	\$ 35,538,606	97%
	Budget FY 24-25	Expended 6/30/2025	% Expend	Budget FY 23-24	Expended 6/30/2024	% Expend
Expenses:						
Personnel Expenses:						
Salary Expense	\$ 18,554,200	\$ 17,045,010	92%	\$ 18,423,216	\$ 17,966,534	98%
Fringe Benefits	6,799,353	6,663,007	98%	6,813,850	9,419,052	138%
Sub Total	\$ 25,353,553	\$ 23,708,017	94%	\$ 25,237,066	\$ 27,385,586	109%
Other Expenses:						
Travel	367,245	\$ 241,538	66%	\$ 313,337	\$ 254,502	81%
Postage & Telephone	350,469	287,078	82%	304,013	261,687	86%
Printing	32,386	15,468	48%	38,974	16,813	43%
Repairs & Maintenance	1,601,644	1,630,063	102%	1,838,999	2,205,895	120%
Rental & Insurance	837,741	1,081,643	129%	860,405	526,795	61%
Utilities	1,928,749	1,828,484	95%	1,828,515	1,850,598	101%
Services	1,940,623	1,923,048	99%	1,818,448	1,117,533	61%
Supplies & Subscriptions	1,817,055	1,664,685	92%	1,968,434	1,651,400	84%
Transfers	1,975,000	1,975,000	100%	0		0%
Other Expenses	120,000	80,235	67%	110,000	-523,591	-476%
Sub Total:	\$ 10,970,912	\$ 10,727,242	98%	\$ 9,081,125	\$ 7,361,632	81%
Capital Outlay:	\$ 363,969	\$ 288,387	79%	\$ 2,588,877	\$ 2,130,437	82%
Total Expenses	\$ 36,688,434	\$ 34,723,646	95%	\$ 36,907,068	\$ 36,877,655	100%
Revenue Over (Under) Expenses	\$ (587,025)	\$ 1,565,201		\$ (270,816)	\$ (1,339,049)	

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
6/30/2025 (Preliminary)

	Current Fund					Unexpended	Debt
	Restricted	Auxiliary Fund	Loan Fund	Scholarships		Plant	Services
<u>REVENUE</u>							
Student Fees	\$ 328,525	\$ -	\$ -	\$ 293,797	\$	373,105	
Local Support	183,651			-		-	
State Support	222,312			787,691		4,246	
Federal Support	4,322,601			8,683,242		756,661	
Gifts & Contracts	126,928	80,058				-	
Sales		1,939,299				-	
Insurance Proceeds						202,496	
Transfers In from Fund 1						1,975,000	
Other Revenue		101,995	3,268			213,469	
TOTAL REVENUE	\$ 5,184,017	\$ 2,121,352	\$ 3,268	\$ 9,764,730	\$	3,524,977	\$ -
<u>EXPENDITURES</u>							
<u>Personnel Expenditures</u>							
Salary	\$ 1,784,124	\$ 438,497	\$ -	\$ -	\$	-	
Fringe Benefits	568,762	173,820				-	
Subtotal	\$ 2,352,886	\$ 612,317	\$ -	\$ -	\$	-	\$ -
<u>Other Expenses</u>							
Travel	\$ 118,210	\$ 31,617	\$ -	\$ -	\$	46	
Postage & Telephone	652	9,177				32	
Printing	5,993	224				484	
Repairs & Maintenance	8,665	105,800				80,142	
Rental & Insurance	9,860	9,399				-	
Utilities	10,147	3,766				-	
Services	470,662	948,764				661	
Materials & Supplies	191,164	551,457				4,969	
Scholarships & Waivers	74,915			9,294,311		-	
Transfers to Other Funds						-	-
Other Expenses	285,683			8,935		2,565	
Subtotal	\$ 1,175,951	\$ 1,660,204	\$ -	\$ 9,303,246	\$	88,899	\$ -
<u>Capital Outlay</u>							
Furniture & Equipment	\$ 1,624,040	\$ 3,596	\$ -	\$ -	\$	129,175	
Capital Infrastructure						2,524,317	
Renovating & Remodeling						625,888	
Subtotal	\$ 1,624,040	\$ 3,596	\$ -	\$ -	\$	3,279,380	\$ -
TOTAL EXPENDITURES	\$ 5,152,877	\$ 2,276,117	\$ -	\$ 9,303,246	\$	3,368,279	\$ -
NET INCREASE (DECREASE) IN FUND BALANCE	\$ 31,140	\$ (154,765)	\$ 3,268	\$ 461,484	\$	156,698	\$ -

SOUTH FLORIDA STATE COLLEGE
BALANCE SHEET - ALL FUNDS
As of June 30, 2025 (Preliminary)

	Current Fund Restricted	Auxiliary Fund	Loan Fund	Scholarships	Unexpended Plant	Debt Service	Invested in Plant	Totals
<u>ASSETS</u>								
Cash/Cash Equivalents	\$ (606,858)	\$ 947,763	\$ 76,157	\$ (34,560)	\$ 19,523,869	\$ -	\$ -	\$ 19,906,371
Accounts Receivable, Net	\$ 934,255	\$ 7,938		\$ 213,502	\$ 3,889,845			\$ 5,045,540
Land							\$ 2,477,518	\$ 2,477,518
Buildings, Net							\$ 37,956,007	\$ 37,956,007
Perpetual Data Licenses							\$ 579,029	\$ 579,029
Furniture & Equipment, Net							\$ 3,846,641	\$ 3,846,641
Data Software - SBITA Lease Agreement							\$ 2,110,114	\$ 2,110,114
Artwork							\$ 567,876	\$ 567,876
Construction in Progress								\$ -
Other	\$ 552	\$ 13,497						\$ 14,049
TOTAL ASSETS	\$ 327,949	\$ 969,198	\$ 76,157	\$ 178,942	\$ 23,413,714	\$ -	\$ 47,537,185	\$ 72,503,145
<u>LIABILITIES AND FUND BALANCE</u>								
<u>Liabilities</u>								
Accounts Payable	\$ 173,053	\$ 100,866	\$ -	\$ -	\$ 132,225			\$ 406,144
Loan Payable					\$ 12,567,144			
SBITA Payable							\$ 1,357,817	
Retainage Payable								\$ -
Unearned Revenue								\$ -
Salaries & Benefits Payable								\$ -
Total Liabilities	\$ 173,053	\$ 100,866	\$ -	\$ -	\$ 12,699,369	\$ -	\$ 1,357,817	\$ 14,331,105
<u>Fund Balance:</u>								
Fund Balance	\$ 123,755	\$ 1,023,097	\$ 72,889	\$ 102,279	\$ 10,557,646		\$ -	\$ 11,879,666
Investment in Plant							\$ 49,029,911	\$ 49,029,911
Change in Fund Balance (YTD)	\$ 31,141	\$ (154,765)	\$ 3,268	\$ 76,663	\$ 156,699	\$ -	\$ (2,850,543)	\$ (2,737,537)
Total Fund Balance	\$ 154,896	\$ 868,332	\$ 76,157	\$ 178,942	\$ 10,714,345	\$ -	\$ 46,179,368	\$ 58,172,040
TOTAL LIABILITIES AND FUND BALANCE	\$ 327,949	\$ 969,198	\$ 76,157	\$ 178,942	\$ 23,413,714	\$ -	\$ 47,537,185	\$ 72,503,145

SOUTH FLORIDA STATE COLLEGE
FINANCIAL SUMMARY
Fiscal year 2025-2026 to Fiscal year 2024-25
7/31/2025

	Budgeted Annual Revenue	Recorded Year To Date	% Recorded of Annual	Recorded Prior Year To Date	% Recorded Prior Year
Student Fees	\$ 7,015,379	\$ 2,374,175	34%	\$ 2,170,173	36%
State Funding	28,093,575	1,893,674	7%	\$ 1,916,675	7%
Other Revenue	1,305,126	530,321	41%	512,701	26%
Total Revenue	\$ 36,414,080	\$ 4,798,170	13%	\$ 4,599,549	13%

	Budgeted Annual Expenditures	Expenditures Year To Date	% Expended of Annual	Expenditures Prior Year To Date	% Expended Prior Year
Salaries	\$ 24,864,828	\$ 1,489,116	6%	\$ 1,401,660	6%
Current Expense	9,573,515	407,478	4%	1,296,904	12%
Capital Outlay	-	-	#DIV/0!	17,956	5%
Total Expenditures	\$ 34,438,343	\$ 1,896,594	6%	\$ 2,716,520	7%

South Florida State College Fund Balance Summary Projection 2025-26 Fiscal Year	
Fund Balance Carryforward from Fiscal Year 2024-25 (preliminary)	
Unallocated Fund Balance	\$ 7,968,482
Reserve for Encumbrances	-
Total Fund Balance Available for FY 2025-26	\$ 7,968,482
Plus	
Actual Revenue to Date	\$ 4,798,170
Projected Additional Revenue	\$31,615,910
Total Revenue	\$ 36,414,080
Total Projected Funds Available	\$ 44,382,562
Minus	
Actual Expenditures to Date	\$ 1,896,594
Projected Additional Expenditures	\$32,541,749
Total Projected Expenditures	\$ 34,438,343
Total Projected Fund Balance Available for FY 2026-27	\$ 9,944,219
Less: Encumbrances	\$ -
Total Projected Fund Balance Unallocated for FY 2026-27	\$ 9,944,219
Projected Unallocated Fund Balance Percentage:	22.41%

South Florida State College
Budget to Actual
Fiscal year 2024-25 to Fiscal year 2023-24
7/31/2025

	Recorded			Recorded		
	Budget FY 25-26	7/31/2025	%	Budget FY 24-25	7/31/2024	%
			Recorded			Recorded
Revenue:						
Tuition	\$ 4,660,608	\$ 1,859,750	40%	\$ 4,443,934	\$ 1,702,537	38%
Student Fees	2,354,771	514,425	22%	1,584,792	467,636	30%
State Support - FCSPP	24,398,816	1,893,674	8%	24,365,885	1,916,675	8%
State Support - Lottery	3,694,759	-	0%	3,719,349	-	0%
Other Revenue	1,305,126	530,321	41%	1,987,449	512,701	26%
Total Revenue	\$ 36,414,080	\$ 4,798,170	13%	\$ 36,101,409	\$ 4,599,549	13%
	Expended			Expended		
	Budget FY 25-26	7/31/2025	% Expend	Budget FY 24-25	7/31/2024	% Expend
Expenses:						
Personnel Expenses:						
Salary Expense	\$ 17,688,246	\$ 1,040,791	6%	\$ 18,428,054	\$ 997,144	5%
Fringe Benefits	7,176,582	448,325	6%	6,799,353	404,516	6%
Sub Total	\$ 24,864,828	\$ 1,489,116	6%	\$ 25,227,407	\$ 1,401,660	6%
Other Expenses:						
Travel	338,949	\$ 1,983	1%	\$ 367,245	\$ 2,327	1%
Postage & Telephone	347,800	12,601	4%	350,469	32,391	9%
Printing	25,756	575	2%	32,386	0	0%
Repairs & Maintenance	1,400,014	206,697	15%	1,601,644	395,617	25%
Rental & Insurance	830,731	21,483	3%	837,741	561,663	67%
Utilities	1,926,274	16,561	1%	1,928,749	112,505	6%
Services	1,781,997	73,026	4%	1,940,623	64,888	3%
Supplies & Subscriptions	1,630,279	74,552	5%	1,817,055	127,513	7%
Transfers	1,171,715	-	0%	1,975,000	0	0%
Other Expenses	120,000	-	0%	247,770	0	0%
Sub Total:	\$ 9,573,515	\$ 407,478	4%	\$ 11,098,682	\$ 1,296,904	12%
Capital Outlay:	\$ -	\$ -	#DIV/0!	\$ 363,969	\$ 17,956	5%
Total Expenses	\$ 34,438,343	\$ 1,896,594	6%	\$ 36,690,058	\$ 2,716,520	7%
Revenue Over (Under) Expenses	\$ 1,975,737	\$ 2,901,576		\$ (588,649)	\$ 1,883,029	

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
7/31/2025

	Current Fund Restricted	Auxiliary Fund	Loan Fund	Scholarships	Unexpended Plant	Debt Services
<u>REVENUE</u>						
Student Fees	\$ 136,433			\$ 133,155	\$ 171,641	
Local Support	41,349					
State Support	-			2,508		
Federal Support	-			37,487		
Gifts & Contracts	20,453	3,600				
Sales	-	48,675				
Insurance Proceeds	-					
Other Revenue	-	23,380			195,911	
TOTAL REVENUE	\$ 198,235	\$ 75,655	\$ -	\$ 173,150	\$ 367,552	\$ -
<u>EXPENDITURES</u>						
<u>Personnel Expenditures</u>						
Salary	\$ 79,422	\$ 36,390	\$ -	\$ -	\$ -	
Fringe Benefits	34,348	17,851			-	
Subtotal	\$ 113,770	\$ 54,241	\$ -	\$ -	\$ -	\$ -
<u>Other Expenses</u>						
Travel	\$ 8					
Postage & Telephone	4,338	1,111				
Printing	125					
Repairs & Maintenance	-	19,651				
Rental & Insurance	7,942	72				
Utilities	-	29				
Services	58,322	38,273				
Materials & Supplies	1,805	12,407				
Scholarships & Waivers	5,814	-		46,426		
Transfers to Other Funds	-	-				-
Other Expenses	4,288	-				
Subtotal	\$ 82,642	\$ 71,543	\$ -	\$ 46,426	\$ -	\$ -
<u>Capital Outlay</u>						
Furniture & Equipment	\$ 31,099				\$ 13,196	
Capital Infrastructure	-					
Renovating & Remodeling	-					
Subtotal	\$ 31,099	\$ -	\$ -	\$ -	\$ 13,196	\$ -
TOTAL EXPENDITURES	\$ 227,511	\$ 125,784	\$ -	\$ 46,426	\$ 13,196	\$ -
NET INCREASE (DECREASE) IN FUND BALANCE	\$ (29,276)	\$ (50,129)	\$ -	\$ 126,724	\$ 354,356	\$ -

SOUTH FLORIDA STATE COLLEGE
BALANCE SHEET - ALL FUNDS
As of July 31, 2025

	Current Fund					Unexpended		Invested in	
	Restricted	Auxiliary Fund	Loan Fund	Scholarships	Plant	Debt Service	Plant	Totals	
<u>ASSETS</u>									
Cash/Cash Equivalents	\$ (87,219)	\$ 905,083	\$ 76,157	\$ 193,343	\$ 20,275,051	\$ -	\$ -	\$ 21,362,415	
Accounts Receivable, Net	\$ 224,816	\$ 4,008		\$ 112,323	\$ 3,370,249			\$ 3,711,396	
Land							\$ 2,477,518	\$ 2,477,518	
Buildings, Net							\$ 37,956,007	\$ 37,956,007	
Perpetual Data Licenses							\$ 579,029	\$ 579,029	
Furniture & Equipment, Net							\$ 3,856,096	\$ 3,856,096	
Data Software - SBITA Lease Agreement							\$ 2,110,114	\$ 2,110,114	
Artwork							\$ 567,876	\$ 567,876	
Construction in Progress								\$ -	
Other	\$ 552	\$ -						\$ 552	
TOTAL ASSETS	\$ 138,149	\$ 909,091	\$ 76,157	\$ 305,666	\$ 23,645,300	\$ -	\$ 47,546,640	\$ 72,621,003	
<u>LIABILITIES AND FUND BALANCE</u>									
<u>Liabilities</u>									
Accounts Payable	\$ 12,529	\$ 90,888	\$ -	\$ -	\$ 9,455			\$ 112,872	
Loan Payable					\$ 12,567,144				
SBITA Payable							\$ 1,357,817		
Retainage Payable								\$ -	
Unearned Revenue								\$ -	
Salaries & Benefits Payable								\$ -	
Total Liabilities	\$ 12,529	\$ 90,888	\$ -	\$ -	\$ 12,576,599	\$ -	\$ 1,357,817	\$ 14,037,833	
<u>Fund Balance:</u>									
Fund Balance	\$ 154,896	\$ 868,332	\$ 76,157	\$ 178,942	\$ 10,714,345		\$ -	\$ 11,992,672	
Investment in Plant							\$ 46,188,823	\$ 46,188,823	
Change in Fund Balance (YTD)	\$ (29,276)	\$ (50,129)	\$ -	\$ 126,724	\$ 354,356	\$ -	\$ -	\$ 401,675	
Total Fund Balance	\$ 125,620	\$ 818,203	\$ 76,157	\$ 305,666	\$ 11,068,701	\$ -	\$ 46,188,823	\$ 58,583,170	
TOTAL LIABILITIES AND FUND BALANCE	\$ 138,149	\$ 909,091	\$ 76,157	\$ 305,666	\$ 23,645,300	\$ -	\$ 47,546,640	\$ 72,621,003	



OFFICE OF THE PRESIDENT

Item 9.2

PRESENT TO BOARD: AUGUST 27, 2025

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 June 2025 meeting of the College District Board of Trustees. The included dates are June 1, 2025 through July 31, 2025. The total amount reported is **\$68,985.35**.

II. Resource Development Update

a. Grants

South Florida State College Foundation, Inc.

Gift Summary Report 06/01/2025 - 07/31/2025

Fund ID	Fund Description	Gift Count	Cash	Pledges	Stocks/Other	Total
1000	Unrestricted	57	\$3,787.00	\$0.00	\$0.00	\$3,787.00
2000	Jacaranda Restoration Fund	1	\$136.35	\$0.00	\$0.00	\$136.35
5011	SFSC General Scholarship	29	\$40,319.00	\$0.00	\$0.00	\$40,319.00
5031	SFSC Community Fund	2	\$20.00	\$0.00	\$0.00	\$20.00
5032	SFSC Library Donations	2	\$60.00	\$0.00	\$0.00	\$60.00
5045	Athletic Booster Club	8	\$70.00	\$0.00	\$0.00	\$70.00
5098	Arcadia Center	2	\$50.00	\$0.00	\$0.00	\$50.00
5110	Highlands County Bar Association Scholarship	3	\$100.00	\$0.00	\$0.00	\$100.00
5118	Rotary Club of Highlands County Scott Fettinger Scholarship	1	\$5,000.00	\$0.00	\$0.00	\$5,000.00
5143	Nursing Programs	4	\$100.00	\$0.00	\$0.00	\$100.00
5158	TSIC Scholarships	13	\$19,158.00	\$0.00	\$0.00	\$19,158.00
6005	Partnership Project	4	\$40.00	\$0.00	\$0.00	\$40.00
6006	Alumni Association Fund	3	\$95.00	\$0.00	\$0.00	\$95.00
6010	STEM Endowment	6	\$50.00	\$0.00	\$0.00	\$50.00
Grand Totals:		135	\$68,985.35	\$0.00	\$0.00	\$68,985.35
135 Gift(s) listed						
62 Donor(s) listed						

Grant Awards

Grant Title	The Lunch Box at SFSC's Hardee Campus
Grantor	Walmart Spark Good Store 759 Wauchula
Amount Awarded	\$500
Description	The funds will be used to support the Hardee Campus Lunch Box program providing nutritious snacks and boxed meals ensuring students stay nourished and focused on their education.
Grant Title	FDLE Trust Fund- SFSC
Grantor	Florida Dept. of Law Enforcement
Amount Awarded	\$43,280
Description	Funding was awarded to pay for the training of law enforcement officers in advanced and specialized areas. It also allows for approved administration travel and the purchase of approved training equipment.
Grant	Presenting the Performing Arts for Rural Communities in Central Florida
Amount Awarded	\$90,000
Department	Florida Dept of State-Division of Arts and Culture- General Support of the Arts
Description	Support for performances at the Alan Jay Wildstein Center for the Performing Arts.