

**MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
AUGUST 27, 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
Mr. Scott Cole, College Attorney

Excused: Mr. Derren Bryan

Staff Present:	Mrs. Ashley Bennett	Dr. Mark Bukowski	Dr. Kathleen Cappel
	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	Mrs. Anastasia Fuchser	Dr. James Hawker
	Mr. Keith Loweke	Mr. Corey Wales	Mrs. Ralene Graham
	Ms. Jillian Gorzycki	Ms. Bryliance Augustus	Mrs. Miriam Silva
	Ms. Michele Hall	Mrs. Micaela Ford	Ms. Lena Phelps
	Mrs. Courtney Green		

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 Ms. Hancock, 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. Donaldson, to approve the minutes of the regular meeting held June 25, 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

The Master Calendar was reviewed. President Hawkins proposed moving the October 22 board meeting to October 29 due to a conflict with the ACCT Leadership Congress conference. **Mr. Eason made a motion, seconded by Mr. Donaldson, to move the October 22 board meeting to October 29, 2025.** 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
Jillian Gorzycki	Student Advisor	Asena Mott	3/19/25
Brylance Augustus	Customer Service	Michele Hall	3/31/25
Miriam Silva	Instructor, Nursing	Kathleen Cappel	4/7/25
Ralene Graham	Instructor, Nursing	Kathleen Cappel	5/1/25

3.0 PUBLIC COMMENT

None

4.0 PRESENTATION

None

5.0 CONSENT AGENDA ACTION ITEMS

5.1 Personnel Actions

Approved a list full-time faculty; full-time professional; resignations; and adjunct faculty for the 2025-26, academic year as needed as presented.

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

5.2 Operational Actions

5.2.1 Monthly Accounts Payable/Payroll Check Register

Approved the monthly accounts payable/monthly payroll check registers and summary for all funds through July 2025.

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

5.2.2 Property Disposal – August 2025

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

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

Mr. Eason made a motion, seconded by Mr. Donaldson, to approve the Consent Agenda, Items 5.1 through 5.2.2 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

6.2 Reorganization of the Board

Following the District Board of Trustees Policy 2.02, **President Hawkins called for nominations to serve as the 2025-2026 District Board of Trustees Chair.**

Ms. Denise Grimsley stated as a new board member she is recommending retaining the current board positions for an additional year. The Board discussed the recommendation and agreed to keep the following individuals in their current roles for the 2025-26 year:

- Mr. Terry Atchley, Chair
- Mr. John Eason, Vice Chair
- Mr. Devon Donaldson, Foundation Liaison

Ms. Grimsley made a motion, seconded by Ms. Hancock to retain the current DBOT positions for an additional year. President Hawkins asked if there were any other nominations. There being none, President Hawkins then called for a vote.

Those voting in favor of the motion were Mr. Atchley, Mr. Donaldson, Mr. Eason, Ms. Grimsley, and Ms. Hancock. **Motion carried by unanimous vote.**

Mr. Atchley stated that he believes we have a great team in place and it is an honor to serve another year as Board chair. He stated he is going into his fourth year serving as a trustee and being a part of this amazing institution.

7.0 ACADEMIC AND STUDENT MATTERS

7.1 Curriculum Proposals

Dr. Heston presented the curriculum revisions and deletion to the Board.

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

Mr. Donaldson made a motion, seconded by Ms. Eason, 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.**

7.2 2026-2027 General Education Review

Dr. Heston presented the 2026-27 General Education review to the Board.

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

Mr. Donaldson made a motion, seconded by Ms. Hancock, to approve the 2026-2027 General Education Review 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 Local Hazard Mitigation Strategy (LMS) Plan

Mr. Elliott presented a request to accept the Highlands County Local Hazard Mitigation Strategy (LMS) Plan. He reported that college staff has worked closely with Highlands County staff and several other local governments and associations to update the multi-jurisdictional Highlands LMS Plan. Mr. Elliott gave a brief overview of the LMS Plan. Mr. Eason asked if the college has worked with Hardee County on a LMS Plan. Mr. Elliott stated that the college has not in the past. Mr. Eason recommended reaching out to Hardee County to participate in a LMS Plan.

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

Mr. Eason made a motion, seconded by Mr. Donaldson, to accept and adopt the Highlands County Multi-hazard Local Mitigation Strategy Plan. Those voting in favor of the motion were Mr. Atchley, Mr. Donaldson, Mr. Eason, Ms. Grimsley, and Ms. Hancock.
Motion carried by unanimous vote.

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 for June 2025, fiscal year 2024-25 and July 2025, fiscal year 2025-26.

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

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 **\$68,985.35** from June 1 through July 31, 2025.

Mrs. Dabolt reported on the following items:

1. Shared that the Foundation has had a very busy summer and invited the Board to come to the up-coming seasonal Foundation events.
2. Grant Update: Mrs. Dabolt reported on the following grant awards:
 - The Lunch Box at SFSC's Hardee Campus \$ 500
 - FDLE Trust Fund – SFSC \$ 43,280
 - Presenting the Performing Arts for Rural Communities in Central Florida \$ 90,000

Mrs. June Weyrauch gave a recap and brief overview of FY25 grants. She also reported on recent grant changes and impacts on FY26 grants.

9.3 President's Report

President Hawkins reported on the following items:

1. Enrollment Update: Dr. Bukowski reported fiscal year 24-25 FTE is up 6.7% and summer term is up 10% FTE compared to prior year. He stated that fall term is off to a good start.
2. AdventHealth Partnership: Dr. Heston announced that AdventHealth renewed their partnership with an increase in funds. She highlighted the renewal. President Hawkins stated that SFSC is very grateful for the support from Mr. Jason Dunkel, CEO and that he is an outstanding leader.
3. College Drive Update: President Hawkins asked Mr. Elliott to give a brief update. Mr. Elliott reported Highlands County Engineering would like to present the final design proposal for College Drive widening to both Leader Team and the Board. He suggested a possible workshop on September 16. The Board reviewed their schedules and agreed to have a workshop on September 16 for the presentation.
4. Announced that Florida Trend made contact about conducting interviews for a story on rural colleges. Mrs. Melissa Kuehnle gave brief overview of the story. President Hawkins stated that he will be attending a luncheon along with other FCS presidents on September 10.
5. Recapped Convocation held on August 11 and August 15.

6. College-wide Policies: President Hawkins reported the Commissioner of Education called all colleges to review policies pertaining to protest on campus. He stated that he believes SFSC is in good standing. Mr. Elliott asked as policies are being reviewed/updated that the Leader Team can make escriberal error corrections. **Ms. Grimsley made a motion, seconded by Mr. Eason to allow Leader Team to make escriberal error corrections to SFSC policies.** Those voting in favor of the motion were Mr. Atchley, Mr. Donaldson, Mr. Eason, Ms. Grimsley, and Ms. Hancock. **Motion carried by unanimous vote.**
7. Tallahassee Update: President Hawkins reminded the Board of the Legislative Fly-In held November 4-5 in Tallahassee. He stated to let Mrs. Bennett know if you would like to attend for travel arrangements.

9.5 Board Attorney's Report

Mr. Cole stated no report. He congratulated everyone on their reappointments.

9.6 Board Members' Reports

Mr. Donaldson stated no report.

Ms. Grimsley stated no report.

Ms. Hancock stated no report.

Mr. Eason gave an inspirational speech on "light bulb" moments and how important those moments are for students as well as instructors. He commended everyone for what they do every day and that everyone has Panther Pride each day the come to work.

9.7 Board Chair Report

Mr. Atchley thanked everyone and is looking forward to another great year.

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 2:08 p.m.