



**SFSC
District Board of Trustees
Regular Meeting
March 25, 2026**

**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: MARCH 25, 2026

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: ADOPTION OF AGENDA

It is recommended that the agenda of the regular meeting of March 25, 2026 be adopted.

SUGGESTED MOTION:
Move to adopt the agenda of the regular meeting of March 25, 2026 as presented.

**REGULAR MEETING AGENDA
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
HIGHLANDS CAMPUS
MARCH 25, 2026
1:00 P.M.**

- 1.0 Call to Order and Preliminary Matters
 - 1.1 Adoption of Agenda
 - 1.2 Approval of Minutes
 - 1.2.1 Regular Minutes – January 28, 2026
 - 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 Higher Learning Commission Ready Presentation
- 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 – March 2026
- 6.0 Planning and Policy Issues
- 7.0 Academic and Student Matters
 - 7.1 Curriculum Proposal
- 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: MARCH 25, 2026

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: MINUTES – REGULAR MEETING – JANUARY 28, 2026

It is recommended that the minutes of the regular meeting held January 28, 2026 be approved as presented.

SUGGESTED MOTION:

Move to approve the minutes of the January 28, 2026 regular meeting as presented.

**MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
JANUARY 28, 2026**

Members Present: Mr. Terry Atchley, Chair
Mr. John Eason, Vice Chair
Mr. Derren Bryan
Mr. Devon Donaldson
Ms. Denise Grimsley
Mr. Fred Hawkins, President/Secretary
Mr. Scott Cole, College Attorney

Excused: Ms. Alison Hancock

Staff Present:	Mrs. Ashley Bennett	Dr. Mark Bukowski	Dr. Kathleen Cappo
	Mr. Peter Elliott	Ms. Cindy Garren	Dr. Michele Heston
	Mr. Don Kesterson	Dr. Melissa Kuehnle	Mrs. Teresa Vorous
	Mrs. Amie Kelly	Mrs. Emily Dabolt	Dr. James Hawker
	Mrs. Anastasia Fuchser	Mrs. Sureka Personette	Ms. Lena Phelps
	Mr. Keith Loweke	Mr. Corey Wales	Ms. Brenda Daniels
	Mrs. Kim Cloud	Ms. Carleigh Okwali	Mrs. Michelle Leidel
	Mrs. Mary Hutzelman	Dr. Mary von Merveldt	Mrs. Amy Ferrante
	Mrs. Sheryl McGrath	Mrs. Theresa Tippie	

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. Bryan, Mr. Donaldson, Mr. Eason, and Ms. Grimsley. **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 December 3, 2025 as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Bryan, Mr. Donaldson, Mr. Eason, and Ms. Grimsley. **Motion carried by unanimous vote.**

1.3 Review of Master Calendar

The Master Calendar was reviewed. Mr. Atchley recommended canceling the July board meeting and moving the reorganization of the board to the August meeting. The Board discussed canceling the meeting and agreed due to schedules to not have a July board meeting. **Mr. Eason made a motion, seconded by Ms. Grimsley, to cancel the July board meeting.** Those voting in favor of the motion were Mr. Atchley, Mr. Bryan, Mr. Donaldson, Mr. Eason, and Ms. Grimsley. **Motion carried by unanimous vote.** Mrs. Bennett will update the calendar.

2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITIONS

None

3.0 PUBLIC COMMENT

None

4.0 PRESENTATION

4.1 Florida Blue Nursing and Allied Health Scholarship

Mr. Atchley introduced Mrs. Dabolt who reported that the Florida College System Foundation Board of Directors awarded \$14,352 to South Florida State College Foundation for the 2025-2026 Florida Blue Nursing and Allied Health Scholarship. With matching funds totaling \$28,704, SFSC awarded students from the dental, nursing, and radiography programs. The students were brought forward and introduced by Mrs. Dabolt and received their scholarship from Trustee Grimsley.

5.0 CONSENT AGENDA ACTION ITEMS

5.0 Personnel Actions

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

(EXHIBIT "A")

5.2 Agreements and Contracts

5.2.1 Professional Services Agreement – The Griffin Group

Approved the agreement between The Griffin Group FL, LLC and South Florida State College Foundation, Inc. as presented.

(EXHIBIT "B")

5.2.2 Affiliation Agreement – HCA West Florida Division

Approved the agreement between HCA West Florida 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 December 2025.

(EXHIBIT "D")

5.3.2 Property Disposals – January 2026

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

(EXHIBIT "E")

5.3.3 Annual Fixed Assets Inventory

Approved the annual inventory report for fiscal year 2025 as presented.

(EXHIBIT "F")

Mr. Eason made a motion, seconded by Mr. Bryan, to approve the Consent Agenda, Items 5.1 through 5.3.3 as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Bryan, Mr. Donaldson, Mr. Eason, and Ms. Grimsley. **Motion carried by unanimous vote.**

6.0 PLANNING AND POLICY ISSUES

None

7.0 ACADEMIC AND STUDENT MATTERS

None

8.0 PURCHASING AND OTHER ACTION ITEMS

8.1 President's Annual Performance Review

Mr. Atchley thanked the Board for participating in the president's evaluation. He asked Mr. Cole to address the Board. Mr. Cole, stated that after reviewing the evaluations that were submitted from the Trustees, he found that President Hawkins had met and exceeded the performance indicators on which the evaluation was based. He highlighted the criteria responses. Mr. Atchley then asked for a motion to accept the receipt of President Hawkins performance evaluation.

Mr. Donaldson made a motion, seconded by Mr. Eason, to approve the president's performance as a result of their review. Further the Board, during the annual review finds the president has made every effort towards achieving or has achieved the performance goals established by the accountability process implemented pursuant to s. 1008.45 and the president has made every effort towards achieving or has achieved the annual and long-term goals and objectives. Those voting in favor of the motion were Mr. Atchley, Mr. Bryan, Mr. Donaldson, Mr. Eason, and Ms. Grimsley. **Motion carried by unanimous vote.**

Mr. Atchley thanked President Hawkins for his leadership, service and commitment to the college. Ms. Grimsley stated she is thankful for President Hawkins and his commitment and service to the college and communities.

President Hawkins stated that serving as the college president has been his best job experience thus far and that experience is amazing because of the people he works with. President Hawkins thanked the Board and college teammates for their assistance and support. He acknowledged each one of them.

8.2 District Board of Trustees Annual Self-Evaluation Review

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

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

Strengths	Accomplishments	Opportunity For Improvement
Dedication to both the college as well as the community. Each of the board members are actively engaged in the community in a variety of ways and this allows them to hear concerns from the community and bring those concerns back to the boardroom	Local partnerships with industries in our area	Continue to address affordability of tuition, ensuring academic and physical resources are met for both faculty and students, continue to enhance community partnerships such as that with AdventHealth
Diversity of backgrounds	Increased engagement during legislative sessions to ensure our legislators understood the needs of the college	Advance student success and retention
All want the absolute best for SFSC	Reviewing/approving annual fixed asset inventories, property/disposals, and financial reports	Additional education and training for the board to maximize performance
Community knowledge	Sale of unused portion of Lake Placid Center	
	Increased involvement in state college association	

Mr. Atchley thanked Mr. Cole for receiving and organizing the Board evaluations. He stated he appreciates each trustee and their evaluation comments. He then asked for a motion to accept the receipt of the Board’s annual self-evaluation.

Ms. Grimsley made a motion, seconded by Mr. Donaldson, to accept the Board’s annual self-evaluation as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Bryan, Mr. Donaldson, Mr. Eason, and Ms. Grimsley. **Motion carried by unanimous vote.**

8.3 District Board of Trustees: Setting 2026 Board Goals

Mr. Cole reported and highlighted the goal summarization for the coming year as follows:

<p>SFSC DBOT 2026 Goals</p>
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- Continuing to maximize revenues and minimize expenses
- Enhancing economic development
- Advancing student success and retention through graduation
- Increase community engagement and partnerships throughout the Tri-County area
- Implement strategies to update current infrastructure

Mr. Atchley asked for a motion to approve the Board goals.

Mr. Bryan made a motion, seconded by Mr. Donaldson, to approve the District Board of Trustees Goals for 2026 as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Bryan, Mr. Donaldson, Mr. Eason, Ms. Grimsley.
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 within the Operating Budget through December 2025.

(EXHIBIT "G")

Mr. Elliott acknowledged Mrs. Teresa Vorous and her up-coming retirement. Mrs. Vorous stated she appreciates the acknowledgement and has enjoyed her time at SFSC. She thanked President Hawkins for his leadership.

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 **\$318,707.62** from November 1 through December 31, 2025.

Mrs. Dabolt reported on the following items:

1. Highlighted the Hole-in-One Golf Shootout event.
2. Grant Update: Mrs. Dabolt reported on the following grant awards:
 - Battle Creek Community Foundation \$ 3,000
 - Walmart Spark Good, Sebring Location \$ 1,227

9.3 President's Report

President Hawkins reported on the following items:

1. Recognized Dr. Hawker and team for their work with UGR. Dr. Hawker and Dr. Patel will be attending the Posters at the Capitol with some SFSC students to present their UGR projects. He gave a brief overview.
2. Highlighted trustee reappointments and possible new appointments.
3. Recapped Fall Commencement and thanked Chancellor Hebda for participating as the guest speaker.
4. Enrollment Update: Dr. Bukowski acknowledged and thanked Mrs. Sureka Personette for her state reporting. Dr. Bukowski reported that overall FTE is flat. He stated that we are off to a good start for spring term FTE. Dr. Bukowski reported FTE compared to last year is up 2% overall.
5. Tallahassee Update: President Hawkins reported he and Mrs. Dabolt will be traveling to Tallahassee to meet with The Office of Policy and Budget to report on our college projects. He stated while up there they will meet with Sr. Chancellor O'Farrell and Chancellor Hebda. President Hawkins stated the budget seems to be moving faster this session. President Hawkins gave a brief overview of the proposed budget and he highlighted the LINE bill.

6. Highlighted the Mandatory Safety Awareness and Response event that was held on January 7. President Hawkins thanked Mr. Eason for assistance in organizing the event. Mr. Eason stated he appreciated the attentiveness of everyone who was able to attend. He gave a brief overview of the event. Mr. Eason recognized Captain Johnson for the training that he provided. He stated he is looking forward to future trainings and is excited to see this kind of training brought to SFSC. President Hawkins discussed the survey that was sent to everyone by Dr. Kuehnle. Dr. Kuehnle reported a test emergency text messaging will be sent out on February 4.
7. Highlighted the Lighthouse study handouts that were distributed to the Board. Mr. Elliott gave a brief overview of the handouts. Dr. Kuehnle will share the editorial with the Board.
8. Shared the Year in Review video.
9. SFSC Gives Back - Literacy Week: President Hawkins reported that he participated by going to Wauchula Elementary to read to some of the classes.
10. Announced SFSC baseball and softball season has kicked off. He shared that SFSC has an exhibit at the Avon Park Baseball Museum and encouraged everyone to check it out when the museum opens.

President Hawkins thanked the Board for their evaluation of him and their leadership.

9.5 Board Attorney's Report

Mr. Cole stated no report.

9.6 Board Members' Reports

Mr. Donaldson stated no report.

Mr. Bryan stated no report but did announce that he is seeking reappointment. Mr. Bryan questioned if the other campus sites were receiving active shooter trainings. President Hawkins addressed his concern.

Ms. Grimsley reported that she along with Mr. Atchley and Mr. Eason will be attending the ACCT National Legislative Summit in Washington, DC on February 8-11.

Mr. Eason stated no report.

9.7 Board Chair Report

Mr. Atchley acknowledged President Hawkins engagement and leadership within Council of Presidents (COP). He stated that President Hawkins will transition into the chair position for COP in June. Mr. Atchley gave a brief overview of the Council of Trustees. He gave a brief overview of initiatives and training opportunities for trustees. Mr. Atchley stated this would benefit the Board as it was mentioned in their Board Self-Evaluation. He reported the he and Mr. Eason would be attending the ACCT Governance Leadership Institute in March. Mr. Atchley encouraged the Board to take training opportunities when available. He reported as part of the Council of Trustees he was able to attend Polk State College's board meeting and will be attending of college's board meetings.

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 2:15p.m.



OFFICE OF THE PRESIDENT

Item 1.3

PRESENT TO BOARD: MARCH 25, 2026

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: REVIEW OF MASTER CALENDAR

Information:

The Board of Trustees Calendar identifies the activities, meetings, and issues directly affecting the Board throughout the year. Please review the attached calendar and identify any additional items that should be listed, or any changes that might be necessary.

District Board of Trustees Master Calendar

MARCH 2026	APRIL 2026	MAY 2026
<p>25 Board Meeting, 1 PM Highlands Campus</p>	<p>13-14 Higher Learning Commission Site Visit, Highlands Campus</p> <p>17 Boots & Bling, Foundation's Learning & Legacy Gala, Hotel Jacaranda</p> <p>22 Board Meeting, 1 PM Highlands Campus</p>	<p>27 Planning/Budget Workshop, 11AM, Highlands Campus</p> <p>Board Meeting, 1 PM Highlands Campus</p>
JUNE 2026	JULY 2026	AUGUST 2026
<p>24 Board Meeting, 1 PM Highlands Campus</p>	<p>22 Board Meeting, 1 PM Highlands Campus</p>	<p>18 Fall Trustee Retreat, 1 PM Highlands Campus</p> <p>26 Board Meeting, 1 PM Highlands Campus</p>
SEPTEMBER 2026	OCTOBER 2026	NOVEMBER 2026
<p>TBD Board Meeting, 1 PM Highlands Campus</p>	<p>TBD Board Meeting, 1 PM Highlands Campus</p>	<p>TBD Board Meeting, 1 PM Highlands Campus</p>
DECEMBER 2026	JANUARY 2027	FEBRUARY 2027
<p>TBD Board Meeting, 1 PM Highlands Campus</p>	<p>TBD Board Meeting, 1 PM Highlands Campus</p>	<p>TBD Board Meeting, 1 PM Highlands Campus</p>

New Addition

Tentative *

2.0 *Communications, Introductions, and Recognitions*



OFFICE OF THE PRESIDENT

Item 2.1

PRESENT TO BOARD: MARCH 25, 2026

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: NEW EMPLOYEE INTRODUCTIONS

Employee	Position	Supervisor	Hired
Viriani Linares	Financial Aid Specialist	Marcia Conliffe	10/27/2025
Mary Hutzelman	Controller	Peter Elliott	12/01/2025
Lindsay Duncan	Staff Assistant I, Hardee	Micaela Ford	11/03/2025
Lori Wolfe	Payroll Specialist	Jessica Pantoja	11/17/2025

3.0 *Public Comment*

4.0 Presentations



OFFICE OF THE PRESIDENT

Item 4.1

PRESENT TO BOARD: MARCH 25, 2026

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: HIGHER LEARNING COMMISSION READY PRESENTATION

As we approach our Higher Learning Commission Comprehensive Evaluation on April 13th and 14th Dr. Heston and Dr. Kuehnle will provide a brief presentation on what to expect during the site visit. The work underway reflects a collegewide effort from faculty and staff to administration. SFSC is on track and is well-positioned to demonstrate SFSC's ongoing commitment to quality, student success, and institutional integrity.

They will walk you through our readiness status, key areas of focus, and how the Board plays an important role in this process.

5.0 Consent Agenda Action Items



OFFICE OF THE PRESIDENT

Item 5.0

PRESENT TO BOARD: MARCH 25, 2026
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	21
5.2	Operating Actions	23
	5.2.1 Monthly Accounts Payable & Payroll Check Register	
	5.2.2 Property Disposals – January 2026	



OFFICE OF THE PRESIDENT

Item 5.1

PRESENT TO BOARD: MARCH 25, 2026

TO: SOUTH FLORIDA STATE COLLEGE DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS [Signature]

SUBJECT: PERSONNEL ACTIONS

It is recommended that the personnel items, as specified below, be approved:

I. APPOINTMENTS, FULL-TIME CAREER STAFF:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Tasha Saucedo	Admissions Specialist	02/23/26

II. APPOINTMENTS, FULL-TIME FACULTY:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Zachary Mourer	Electric Line Service Repair Instructor	01/20/26
Elizabeth Andrews	Temporary Instructor, English & Literature/Humanities	02/23/26

III. RESIGNATIONS:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Ardell Sutton	CDL Specialist	01/26/26

IV. ADJUNCT FACULTY, 2026-27, ACADEMIC YEAR AS NEEDED:

<u>Name</u>	<u>Teaching Area</u>	<u>Rank</u>
Julia Graumenz	ABE/GED/ESOL	III
Tyler Haywood	Criminal Justice	IV
Jordan McEvoy	Welding	III B
Cord Rich	EMS	III B
Jacob Smith	Fire Science	III B
Robert Seaborn	MSHA Instructor	IV
Mattie Wells	ABE/GED/ESOL	III

V. REAPPOINTMENTS, VICE PRESIDENTS, 2026-27:

Mark Bukowski
Peter Elliott
Michele Heston

VI. REAPPOINTMENTS, FULL-TIME ADMINISTRATIVE STAFF, 2026-27:

Kathleen Cappo
Emily Dabolt
Brenda Daniels
Michele Hall
Mary Hutzelman
James Hawker
Donald Kesterson
Melissa Kuehnle
Michelle Leidel
Asena Mott
Corey Wales

VII. REAPPOINTMENTS, FULL-TIME FACULTY, 2026-27:

Continuing Contract:

Kayln Baker
Marlene Cruz
Rasheena Morris James
Therese Tippie

VIII. ANNUAL FACULTY CONTRACTS (9, 10, 11, 12 month contract depending upon responsibilities):

Alexander Aguilar
Heather Bass
Margaret Brewer
Terry Conrad
Matthew Drury
Ralene Graham
Juan Hernandez
Tiffany Hernandez
Kozette Hubbard
Candy Jones
Carylann Joubert Maier
Landon Benjamin
Carl Lavin
Garrett Lee
Tanna Markel
Mallory McCarthy
Micah Montague
Laura O'Riorden
Jesus Perez
Carole Pierre Francois
Daniel Prusinski
Paul Riso
Dawn Robinson
John Rosenberger
Miriam Silva
Arthur Tomerlin
Mario Toussaint
Joseph Velenovsky
Michael Vernon

SUGGESTED MOTION:

Move to approve the personnel recommendations as presented.



OFFICE OF THE PRESIDENT

Item 5.2.1

PRESENT TO BOARD: MARCH 25, 2026

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: MONTHLY ACCOUNTS PAYABLE/PAYROLL CHECK REGISTER

Summary information for disbursements for all funds through January are enclosed. Detailed information related to expenditures to date is available during normal business hours in the College Business Office.

SUGGESTED MOTION:
Move to approve the monthly accounts payable/monthly payroll check register as presented.

South Florida State College

Business Services payments processed for fiscal years 2025/26 and 2024/25.

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	348	1,069,187	2,502,298	428	1,518,769	3,352,511
September	355	5,256,787	7,759,085	320	1,683,830	5,036,341
October	460	3,337,623	11,096,708	536	1,574,898	6,611,239
November	291	749,533	11,846,241	389	1,448,395	8,059,634
December	262	1,253,453	13,099,694	308	1,295,755	9,355,389
January	352	2,294,854	15,394,548	468	1,904,267	11,259,656
February			15,394,548	450	1,180,342	12,439,998
March			15,394,548	356	1,018,624	13,458,622
April			15,394,548	477	1,322,906	14,781,528
May			15,394,548	462	1,015,756	15,797,284
June			15,394,548	329	2,211,343	18,008,627
Totals	2,384	15,394,548		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	391	1,152,201	2,413,288	378	1,150,622	2,405,774
September	435	1,192,146	3,605,434	432	1,201,167	3,606,941
October	444	1,217,546	4,822,980	471	1,253,120	4,860,061
November	453	1,439,929	6,262,909	484	1,311,614	6,171,675
December	445	1,252,277	7,515,186	482	1,264,636	7,436,311
January	369	1,098,945	8,614,131	411	1,133,844	8,570,155
February			8,614,131	452	1,220,595	9,790,750
March			8,614,131	478	1,253,626	11,044,376
April			8,614,131	468	1,270,877	12,315,253
May			8,614,131	468	1,303,123	13,618,376
June			8,614,131	403	1,284,699	14,903,075
Totals	2971	8,614,131		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	4	11,930	127,828	41	27,649	397,526
September	1350	1,962,073	2,089,901	1271	1,994,657	2,392,183
October	748	807,338	2,897,239	696	659,861	3,052,044
November	81	79,648	2,976,888	350	310,635	3,362,679
December	58	80,301	3,057,189	30	60,552	3,423,231
January	89	85,568	3,142,757	1385	2,444,800	5,868,031
February			3,142,757	385	474,895	6,342,926
March			3,142,757	38	53,398	6,396,324
April			3,142,757	78	107,452	6,503,776
May			3,142,757	164	32,871	6,536,647
June			3,142,757	783	828,939	7,365,586
Totals	2435	3,142,757		5583	7,365,586	

P-Card

	2025/26			2024/25		
	# Transaction	Monthly Total	Cumulative Total	# Transaction	Monthly Total	Cumulative Total
July	308	\$ 82,062	\$ 82,062	276	\$ 66,634	\$ 66,634
August	421	110,671	192,732	452	101,716	168,350
September	549	139,537	332,270	469	130,366	298,716
October	501	94,975	427,244	414	93,674	392,390
November	374	84,981	512,226	384	74,795	467,185
December	211	73,664	585,889	256	65,492	532,677
January	429	105,089	690,979	492	125,938	658,615
February			690,979	485	98,223	756,838
March			690,979	401	93,864	850,702
April			690,979	503	137,601	988,303
May			690,979	446	136,388	1,124,691
June			690,979	281	71,249	1,195,940
Totals	2793	690,979		4859	1,195,940	

Grand total Transactions/ Spend	10,583	\$ 27,842,415		20,664	\$ 41,473,227	
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OFFICE OF THE PRESIDENT

Item 5.2.2

PRESENT TO BOARD: MARCH 25, 2026

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: PROPERTY DISPOSAL – MARCH 2026

Authorization is requested to delete the equipment items listed below totaling \$100,504.15 from SFSC property records. These items are beyond repair and/or obsolete and will be held in storage until disposal.

**South Florida State College
Disposal Items
March 2026**

<u>Tag #</u>	<u>Date Purchased</u>	<u>Description</u>	<u>Cost</u>	<u>Condition Code</u>
3190	9/9/1979	Baldwin Grand Piano w/bench	\$11,000.00	Poor
7469	11/8/1990	Trailer 8' x 16' (Black)	\$2,774.79	Poor
8335	6/4/1993	Management Workstation	\$1,955.25	Poor
8337	6/4/1993	Management Workstation	\$1,955.25	Poor
8602	6/4/1993	Modular Workstation	\$2,469.60	Poor
9931	8/31/1995	Fiber Optics Tool Kit	\$1,664.17	Poor
10682	9/15/1997	Bush Hog Finishing Mower 72"cut	\$1,445.00	Poor
11356	9/1/1998	Fluke DSP 2000 Cable Analyzer	\$4,862.59	Poor
12366	8/1/2000	Fluke Fiber Optic Test Accessory Kit	\$1,004.98	Poor
12376	8/1/2000	Fluke Network Test Apparatus	\$6,310.87	Poor
13300	7/22/2003	1998 Truck-Crew Cab; Dump	\$13,744.95	Poor

13681	9/23/2003	Bushhog Rhino 84" Mower	\$3,100.00	Poor
13879	10/26/2004	Billy Goat Debris Loader, Model TR1304	\$1,920.00	Poor
13895	11/11/2004	Trailer-21,000 GVW 7 x 24 Triaxel	\$3,695.00	Poor
15152	10/9/2007	Network Test Equipment	\$21,895.00	Poor
17013	8/30/2012	2013 GMC Sierra 1500 2WD Truck	\$16,173.00	Poor
17225	2/3/2016	Server Testing-IT	\$1,269.70	Poor
17256	6/21/2016	Mimio Board	\$3,264.00	Poor
			Total:	<u>\$100,504.15</u>

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: MARCH 25, 2026

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 Medical Administrative Specialist program's course structure by replacing MEA 0310C with OTA 0013; the coursework for MEA 0310C will be moved to the OTA 0943 internship/externship course. Most students enrolled in MEA 0310C are under 18 and therefore cannot complete an off-site internship/externship. By integrating the simulation into the OTA 0943 course, these students can complete relevant coursework that will either replace or supplement their internship/externship experience. This change does **not** affect the overall length of the program. The revision will take effect in Fall 2026 (202710).

➤ **#3360 Medical Administrative Specialist CC**

- Replace MEA 0310C Occupational Medical Office Procedures with Simulation (48 cont. hrs.) with OTA 0013 Occupational Customer Relations (48 cont. hrs.); and move coursework to OTA 0943 Occupational Office Internship/Externship

Request approval to revise the Dental Hygiene program's Application Requirements. The application committee has recommended removing the ATDH exam from the application requirements and replacing it with the Kuder Journey Career Assessment. This recommendation is based on the fact that the ATDH exam is administered only at Prometric professional-level testing centers, and the SFSC testing center is not certified to offer the exam. There is no change to the program length. The revision will take effect in Spring 2026 (202620).

➤ **#1640 Dental Hygiene AS**

- Remove **ATDH Test** and replace with **the Kuder Journey Career Assessment**
- Remove the **ATDH scores** and replace with **Complete Kuder Journey Career Assessment (10 Points Possible)**

Request approval to add application requirements to the following career certificate programs for two reasons: (1) to increase demand by placing a system that ensures enrolled students are well positioned to successfully complete the programs; and (2) to comply with CTE audit requirements by verifying that enrolled students are capable of completing the programs and obtaining employment in the related industries. This addition does not affect the overall program lengths and will take effect in Fall 2026 (202710).

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: MARCH 25, 2026

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: FINANCIAL REPORT SUMMARY & GRAPHS – **INFORMATION ITEM**

Enclosed for your review is the January 2026 financial summary 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 2025-26 to Fiscal year 2024-25
1/31/2026**

	Budgeted Annual Revenue	Recorded Year To Date	% Recorded of Annual	Recorded Prior Year To Date	% Recorded Prior Year
Student Fees	\$ 7,015,379	\$ 5,601,343	80%	\$ 5,509,735	100%
State Funding	26,448,847	16,032,441	61%	\$ 16,078,094	57%
Other Revenue	2,988,854	1,558,262	52%	1,476,033	74%
Total Revenue	\$ 36,453,080	\$ 23,192,046	64%	\$ 23,063,862	65%

	Budgeted Annual Expenditures	Expenditures Year To Date	% Expended of Annual	Expenditures Prior Year To Date	% Expended Prior Year
Salaries	\$ 25,124,828	\$ 13,361,956	53%	\$ 12,912,572	51%
Current Expense	11,739,709	5,584,368	48%	5,813,148	53%
Capital Outlay	65,000	63,219	97%	66,551	55%
Total Expenditures	\$ 36,929,537	\$ 19,009,542	51%	\$ 18,792,271	52%

South Florida State College Fund Balance Summary Projection 2025-26 Fiscal Year		
Fund Balance Carryforward from Fiscal Year 2024-25		
Unallocated Fund Balance		\$ 11,457,355
Reserve for Encumbrances		-
Total Fund Balance Available for FY 2025-26		\$ 11,457,355
Plus		
Actual Revenue to Date	\$ 23,192,046	
Projected Additional Revenue	\$ 13,261,034	
Total Revenue		\$ 36,453,080
Total Projected Funds Available		
		\$ 47,910,435
Minus		
Actual Expenditures to Date	\$ 19,009,542	
Projected Additional Expenditures	\$ 17,919,994	
Total Projected Expenditures		\$ 36,929,537
Total Projected Fund Balance Available for FY 2026-27		
		\$ 10,980,899
Less: Encumbrances		
		\$ -
Total Projected Fund Balance Unallocated for FY 2026-27		
		\$ 10,980,899
Projected Unallocated Fund Balance Percentage:		22.92%

South Florida State College
Budget to Actual
Fiscal year 2025-26 to Fiscal year 2024-25
1/31/2026

	Budget FY 25-26	Recorded 1/31/2026	% Recorded	Budget FY 24-25	Recorded 1/31/2025	% Recorded
Revenue:						
Tuition	\$ 4,509,261	\$ 4,096,271	91%	\$4,327,809	\$4,140,132	96%
Student Fees	\$ 2,506,118	\$ 1,505,071	60%	1,205,256	1,369,603	114%
State Support - FCSPF	\$ 22,754,088	\$ 14,406,029	63%	24,365,885	14,425,050	59%
State Support - Lottery	\$ 3,694,759	\$ 1,626,412	44%	3,719,349	1,653,044	44%
Other Revenue	\$ 2,988,854	\$ 1,558,262	52%	1,987,449	1,476,033	74%
Total Revenue	\$ 36,453,080	\$ 23,192,046	64%	\$35,605,748	\$23,063,862	65%

	Budget FY 25-26	Recorded 1/31/2026	% Expend	Budget FY 24-25	Expended 1/31/2025	% Expend
Expenses:						
Personnel Expenses:						
Salary Expense	\$ 17,948,246	\$ 9,394,778	52%	\$18,333,054	\$9,322,207	51%
Fringe Benefits	\$ 7,176,582	\$ 3,967,178	55%	6,799,353	3,590,365	53%
Sub Total	\$ 25,124,828	\$ 13,361,956	53%	\$25,132,407	\$12,912,572	51%
Other Expenses:						
Travel	\$ 364,949	\$ 110,998	30%	367,245	\$99,834	27%
Postage & Telephone	\$ 347,800	\$ 157,793	45%	278,644	161,008	58%
Printing	\$ 25,756	\$ 9,667	38%	32,386	11,019	34%
Repairs & Maintenance	\$ 1,430,014	\$ 1,070,107	75%	2,310,144	1,059,943	46%
Rental & Insurance	\$ 830,731	\$ 623,728	75%	837,741	685,379	82%
Utilities	\$ 1,926,274	\$ 876,978	46%	1,928,749	925,987	48%
Services	\$ 1,878,297	\$ 1,203,236	64%	1,281,948	1,281,350	100%
Supplies & Subscriptions	\$ 1,703,481	\$ 1,020,215	60%	1,708,975	1,010,582	59%
Transfers	\$ 1,130,913	\$ -	0%	1,975,000		0%
Other Expenses	\$ 2,101,494	\$ 511,646	24%	262,769	578,046	220%
Sub Total:	\$ 11,739,709	\$ 5,584,368	48%	\$10,983,601	\$5,813,148	53%
Capital Outlay:	\$ 65,000	\$ 63,219	97%	\$120,969	\$66,551	55%
Total Expenses	\$ 36,929,537	\$ 19,009,542	51%	\$36,236,977	\$18,792,271	52%
Revenue Over (Under) Expenses	\$ (476,457)	\$ 4,182,504		\$ (631,229)	\$4,271,591	

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
1/31/2026

	Current Fund			Unexpended	
	Restricted	Auxiliary Fund	Loan Fund	Scholarships	Plant
<u>REVENUE</u>					
Student Fees	\$ 313,791	\$ -	\$ -	\$ 299,897	\$ 367,675
Local Support	266,349				
State Support	103,098			989,730	
Federal Support	1,140,331			3,956,513	348,531
Gifts & Contracts	70,193	94,907			
Sales	-	1,071,056			
Insurance Proceeds	-				183,579
Other Revenue	-	81,208	2,170		394,547
TOTAL REVENUE	\$ 1,893,762	\$ 1,247,170	\$ 2,170	\$ 5,246,140	\$ 1,294,333
<u>EXPENDITURES</u>					
<u>Personnel Expenditures</u>					
Salary	\$ 794,035	\$ 298,158	\$ -	\$ -	\$ -
Fringe Benefits	275,065	140,010			-
Subtotal	\$ 1,069,100	\$ 438,168	\$ -	\$ -	\$ -
<u>Other Expenses</u>					
Travel	\$ 36,180	\$ 22,510	\$ -	\$ -	\$ -
Postage & Telephone	330	606			
Printing	3,500	287			
Repairs & Maintenance	13,975	69,681			
Rental & Insurance	304	12,765			
Utilities	3,449	63,782			
Services	130,107	455,140			
Materials & Supplies	111,325	312,081			
Scholarships & Waivers	91,422	-		\$ 7,633,753	
Transfers to Other Funds	-	-			
Other Expenses	112,056	-			\$ (31,300)
Subtotal	\$ 502,649	\$ 936,853	\$ -	\$ 7,633,753	\$ (31,300)
<u>Capital Outlay</u>					
Furniture & Equipment	436,776	43,004	\$ -	\$ -	\$ 414,309
Capital Infrastructure	-	-			\$ 10,694,827
Renovating & Remodeling	71,784	12,122			\$ 64,388
Subtotal	\$ 508,560	\$ 55,126	\$ -	\$ -	\$ 11,173,525
TOTAL EXPENDITURES	\$ 2,080,308	\$ 1,430,147	\$ -	\$ 7,633,753	\$ 11,142,224
NET INCREASE (DECREASE) IN FUND BALANCE	\$ (186,546)	\$ (182,977)	\$ 2,170	\$ (2,387,614)	\$ (9,847,892)

**SOUTH FLORIDA STATE COLLEGE
BALANCE SHEET - ALL FUNDS
1/31/2026**

	F/S Category	Current Fund				Scholarships	Unexpended Plant	Invested in Plant	Totals
		Restricted	Auxiliary Fund	Loan Fund					
<u>ASSETS</u>									
Cash/Cash Equivalents	Cash & CE	\$ (138,251)	\$ 687,541	\$ 78,327	\$ (2,208,672)	\$ 12,296,170	\$ -	\$ 10,715,115	
Accounts Receivable, Net	AR	\$ 106,601	\$ 3,617	\$ -	\$ -	\$ 354,443	\$ -	\$ 464,661	
Land	Land						\$ 2,477,518	\$ 2,477,518	
Buildings, Net	Buildings						\$ 37,956,007	\$ 37,956,007	
Perpetual Data Licenses	Perpetual Data Licenses						\$ 579,029	\$ 579,029	
Furniture & Equipment, Net	F&E						\$ 1,570,344	\$ 1,570,344	
Data Software - SBITA Lease Agreement	Leased Asset						\$ 3,860,328	\$ 3,860,328	
Artwork	Artwork						\$ 567,876	\$ 567,876	
Construction in Progress	CIP					\$ 2,760,000	\$ 648,710	\$ 3,408,710	
Other		\$ -	\$ -					\$ -	
TOTAL ASSETS		\$ (31,650)	\$ 691,158	\$ 78,327	\$ (2,208,672)	\$ 15,410,613	\$ 47,659,812	\$ 61,599,588	
<u>LIABILITIES AND FUND BALANCE</u>									
<u>Liabilities</u>									
Accounts Payable	AP	\$ -	\$ 83,299	\$ -	\$ -	\$ -	\$ -	\$ 83,299	
Loan Payable	LP					\$ 12,567,144		\$ 12,567,144	
SBITA Payable	SBITA						\$ 821,577	\$ 821,577	
Retainage Payable	RP							\$ -	
Unearned Revenue	Unearn Rev		\$ 45,508					\$ 45,508	
Salaries & Benefits Payable	Sal & Ben							\$ -	
Total Liabilities		\$ -	\$ 128,808	\$ -	\$ -	\$ 12,567,144	\$ 821,577	\$ 13,517,529	
<u>Fund Balance:</u>									
Fund Balance	FB	\$ 154,896	\$ 745,328	\$ 76,157	\$ 178,941	\$ 12,691,360	\$ -	\$ 13,846,682	
Investment in Plant	Plant						\$ 46,840,026	\$ 46,840,026	
Change in Fund Balance (YTD)	CFB	\$ (186,546)	\$ (182,977)	\$ 2,170	\$ (2,387,614)	\$ (9,847,892)	\$ (1,792)	\$ (12,604,650)	
Total Fund Balance		\$ (31,650)	\$ 562,351	\$ 78,327	\$ (2,208,672)	\$ 2,843,469	\$ 46,838,234	\$ 48,082,058	
TOTAL LIABILITIES AND FUND BALANCE		\$ (31,650)	\$ 691,158	\$ 78,327	\$ (2,208,672)	\$ 15,410,613	\$ 47,659,812	\$ 61,599,587	



OFFICE OF THE PRESIDENT

Item 9.2

PRESENT TO BOARD: MARCH 25, 2026

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS 

SUBJECT: RESOURCE DEVELOPMENT REPORT

I. Donations and Pledges to the SFSC Foundation, Inc.

The chart presented is a summary listing of all donations and pledges made to the SFSC Foundation since the January 2026 meeting of the College District Board of Trustees. The included dates are January 1, 2026 through February 28, 2026. The total amount reported is **\$34,492.19**.

II. Resource Development Update

a. Grants

South Florida State College Foundation, Inc.
Gift Summary Report 01/01/2026 - 02/28/2026

Fund ID	Fund Description	Gift Count	Cash	Pledges	Stocks/Other	Total
1000	Unrestricted	58	\$13,442.00	\$0.00	\$0.00	\$13,442.00
2000	Jacaranda Restoration Fund	1	\$300.00	\$0.00	\$0.00	\$300.00
5011	SFSC General Scholarship	26	\$279.00	\$0.00	\$0.00	\$279.00
5029	Zenon C.R. Hansen Memorial	1	\$12,000.00	\$0.00	\$0.00	\$12,000.00
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	41	\$7,991.19	\$0.00	\$0.00	\$7,991.19
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
5143	Nursing Programs	2	\$50.00	\$0.00	\$0.00	\$50.00
5158	TSIC Scholarships	10	\$90.00	\$0.00	\$0.00	\$90.00
6005	Partnership Project	4	\$40.00	\$0.00	\$0.00	\$40.00
6006	Alumni Association Fund	2	\$20.00	\$0.00	\$0.00	\$20.00
6010	STEM Endowment	6	\$50.00	\$0.00	\$0.00	\$50.00
Grand Totals:		160	\$34,492.19	\$0.00	\$0.00	\$34,492.19

160 Gift(s) listed
79 Donor(s) listed

Grant Awards

Grant Title Linking Industry to Nursing Education

Grantor Florida Department of Education

Amount \$225,000
Awarded

Description Funds will be used to recruit and retain nursing faculty, support current nursing faculty and staff, award student scholarships, and purchase equipment to enhance high-quality nursing education. AdventHealth has partnered with SFSC giving \$225,000 for the 1:1 donor match.

Grant Title Hands-On Training for Future Electrical Lineworkers

Grantor Duke Energy Foundation

Amount \$50,000
Awarded

Description Funds will be used, in partnership with Perkins V funding, to purchase a skid steer for the Electrical Lineworker Program in Hardee County. Students will gain hands-on experience and safety training with equipment used in the field.