

**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**

**5.1 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:

<b>SFSC DBOT 2026 Goals</b>
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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.