

**MEETING MINUTES
SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES
APRIL 22, 2026**

Members Present: Mr. Terry Atchley, Chair
Mr. John Eason, Vice Chair
Mr. Bo Conerly
Mr. Devon Donaldson
Mr. Justin Fussell
Ms. Alison Hancock
Mr. Fred Hawkins, President/Secretary
Mr. Scott Cole, College Attorney

Excused: Mr. Derren Bryan Ms. Denise Grimsley

Staff Present: Mrs. Ashley Bennett Dr. Kathleen Cappo Mr. Peter Elliott
Ms. Cindy Garren Dr. James Hawker Dr. Michele Heston
Mrs. Mary Hutzelman Mr. Don Kesterson Dr. Melissa Kuehnle
Mrs. Michelle Leidel Mrs. Emily Dabolt Mrs. Amie Kelly
Mrs. Anastasia Fuchser Mrs. June Weyrauch Mr. Corey Wales
Mr. Keith Loweke Mr. Go Ramnarain Mr. Andy Polk
Mr. Rick Hitt Mr. Sterling Helton Ms. Brenda Daniels
Mrs. Cynthia Tomerlin Mr. Mario Toussaint Mr. John Rivers

Excused: Mr. Mark Bukowski Mr. Harry Havery Dr. Asena Mott

Others Present: Ms. Lynette DeClue

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

Mr. Atchley welcomed and introduced newly appointed trustees, Mr. Justin Fussell and Mr. Bo Conerly. They both gave a brief background of themselves.

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. Conerly, Mr. Donaldson, Mr. Eason, Mr. Fussell, and Ms. Hancock. **Motion carried by unanimous vote.**

1.2 Approval of Minutes

1.2.1 Regular Meeting Minutes

Ms. Hancock made a motion, seconded by Mr. Donaldson, to approve the minutes of the regular meeting held March 25, 2026 as presented. Those voting in favor of the motion were Mr. Atchley, Mr. Conerly, Mr. Donaldson, Mr. Eason, Mr. Fussell, and Ms. Hancock. **Motion carried by unanimous vote.**

1.3 Review of Master Calendar & SFSC Events Calendar

Mr. Atchley highlighted the SFSC events calendar that has been added to the board packet. He reminded the Board that spring commencement will be held on May 12 and to let Mrs. Bennett know as soon as possible if they are able to attend. The Master Calendar was reviewed. No recommendations were made.

2.0 COMMUNICATIONS, INTRODUCTIONS, AND RECOGNITIONS

2.1 New Employee Introduction

The following new employees were introduced:

Employee	Position	Supervisor	Hired
Sterling Helton	Manager, Custodial Srvs & Grounds Maintenance	Brenda Daniels	1/5/2026
John Rivers	HVAC/Building Specialist	Go Ramnarain	1/5/2026
Cynthia Tomerlin	MOFAC Curator	Cindy Garren	1/5/2026
Mario Toussaint	Instructor, Mathematics	James Hawker	1/5/2026

3.0 PUBLIC COMMENT

None

4.0 PRESENTATION

4.1 Student Life, Activities, Services, and Athletics

President Hawkins stated that it is his favorite time of the year when he gets to introduce Mr. Andy Polk and Mr. Rick Hitt to the Board, who in turn, introduced the athletic coaches. They brought forward members of the Panther baseball, softball, volleyball, and cross-country teams. Mr. Andy Polk, student activities director, introduced members of the Student Government Association along with advisors and members of clubs and organizations.

(EXHIBIT "A")

5.0 CONSENT AGENDA ACTION ITEMS

5.1 Personnel Actions

Approved a list of full-time administrative staff; full-time professional staff; resignations; retirements; reappointments, full-time professional staff, 2026-27; reappointment, full-time career staff, 2026-27; and adjunct faculty for the 2026-27, academic year as needed as presented.

(EXHIBIT "B")

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 March 2026.

(EXHIBIT "C")

5.2.2 Property Disposals – April 2026

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

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

Mr. Eason made a motion, seconded by Ms. Hancock, 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. Conerly, Mr. Donaldson, Mr. Eason, Mr. Fussell, 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 proposals and revisions to the Board.

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

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

8.0 PURCHASING AND OTHER ACTION ITEMS

None

9.0 REPORTS

9.1 Financial Report

Mr. Elliott reported on updated summary views and reports of revenue and expenditure summary compared to budgeted funds within the Operating Budget through March 2026.

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

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 **\$91,163.00** from March 1 through March 31, 2026.

Mrs. Dabolt reported on the following items:

1. Boots-n-Bling Gala: Mrs. Dabolt gave a brief recap of the gala.
2. Grant Update: Mrs. Dabolt reported on the following grant awards:
 - The Patterson Foundation \$ 1,350
 - Community Foundation of Sarasota - \$ 2,195.74 per student up to 15 Edward K Roberts Community College Fund

9.3 President's Report

President Hawkins reported on the following items:

1. Congratulated Mrs. Dabolt and team on a fabulous event. He stated that he had wonderful time and it was well attended.
2. Announcement: President Hawkins shared that Mr. Elliott had submitted his retirement letter. Mr. Elliott addressed the Board and formally announced his retirement at the end of January 2027. Mr. Atchley stated that he is excited for him, congratulated and wished Mr. Elliott the best in his retirement. He stated that he appreciates all his work at the institution.
3. UGR Update: Dr. Hawker reported that SFSC will be hosting UGR Symposium on Monday, April 27. He gave a brief overview of the event. Mr. Atchley thanked Dr. Hawker and team. He stated you can see how passionate Dr. Hawker is about the UGR program and student success.
4. Tallahassee Update: President Hawkins gave a brief update. He reported we do not have a finalized budget and are expecting the budget late May or early June. President Hawkins stated he will update the board as he gets information.
5. Announced that he will be traveling with Mr. Atchley and Mr. Keith Loweke, Director, Safety and Risk Management to the Commissioner's Safety Summit hosted in Miami, May 14-15. President Hawkins gave a brief update on the Guardian Program.
6. HLC Site Visit Update: President Hawkins gave a recap of the HLC Site Visit. He stated that he is proud of everyone on campus, their contributions, and participation. Dr. Heston shared some comments and thanked Mr. Atchley and Ms. Grimsley for their participation. She recognized and thanked her HLC writing team. President Hawkins stated that he and Dr. Heston will travel to Chicago at the end of July to meet with HLC.
7. Acknowledged the passing of Mr. Charlie Gray, co-founder of GrayRobinson. He shared his condolences with Mr. Scott Cole. He stated the Mr. Gray will be missed and that our thoughts and prayers are with the GrayRobinson family.

9.5 Board Attorney's Report

Mr. Cole stated no report.

9.6 Board Members' Reports

Ms. Hancock stated that it is great to be back. She shared that her husband has been deployed for the third time since December. She stated she is grateful to hear that the site visit went well.

Mr. Donaldson stated no report.

Mr. Conerly stated that this was a great first meeting, getting to see all the students and hearing about the HLC site visit.

Mr. Fussell concurred with Mr. Conerly.

Mr. Eason thanked Dr. Heston, her team, and staff for what sounds like a very successful HLC site visit. He stated that he is proud to be a SFSC alum and what the college is doing for our students.

9.7 Board Chair Report

Mr. Atchley reported that he attended a Council of Trustees meeting and gave a brief recap. He gave a brief overview of the Council of Trustees for the two newly appointed trustees. Mr. Atchley stated he is looking forward to the Commissioner's Safety Summit in Miami.

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He reminded the Board about spring commencement on May 12 and to let Mrs. Bennett know as soon as possible if they are able to participate in one or both ceremonies. He reminded the Board that the July 22 meeting was canceled.

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 2:19 p.m.