



STATE COLLEGE OF FLORIDASM
MANATEE - SARASOTA

DISTRICT BOARD OF TRUSTEES

SCF Mission Statement

State College of Florida, Manatee-Sarasota guided by measurable standards of institutional excellence, provides engaging and accessible learning environments that result in student success and community prosperity.

AGENDA

The District Board of Trustees
State College of Florida, Manatee - Sarasota
Regular Meeting
SCF Bradenton – Board of Trustee Room 7/160
AND Virtual Meeting via TEAMS
April 25, 2023 5:30 pm

1. Meeting Call to Order – Mr. DiMaio

2. Invocation and Pledge of Allegiance

3. Public Comment - Mr. DiMaio

4. President’s Report - Dr. Probstfeld

- **Equity Report**
- **Employee Satisfaction Survey**

5. Meet the Mission: Enrollment – Dr. Nielsen & Dr. Hale

6. Approval of Non-Financial Consent Agenda Items (“Consent Agenda A”)

Exhibit A:	Minutes of March 28, 2023 BOT Meeting - Page 5
Exhibit B:	Minutes of March 14, 2023 TSI Advisory Committee Quarterly Meeting - Page 7
Exhibit C:	Amended Spring 2023 Lifelong Learning & Workforce Development Schedule - Page 9
Exhibit D:	CDR: Curriculum Development and Review Report - Page 17
Exhibit E:	HR Personnel Actions Monthly Report March 2023 - Page 19
Exhibit F:	Out of Country Travel - Page 20
Exhibit G:	Annual Employment Equity Accountability Plan Portion of Annual Equity Update - Page 29

7. Approval of Financial Consent Agenda Items (“Consent Agenda B”)

Exhibit H:	Monthly Financial Report February 2023 - Page 42
Exhibit I:	Budget Amendment FY 2023-24 February 2023 #26 - 28 - Page 47
Exhibit J:	SCFCS Financial Report(s) February 2023 - Page 50
Exhibit K:	Acceptance of Gifts and Grants February 2023 - Page 52
Exhibit L:	Property Disposals - Page 53

8. Facilities: Project List (Informational Only) - Julie Jakway

Exhibit M: Project List - Page 55

9. Old Business

10. New Business

11. Board Comments/Updates & Adjournment

MINUTES**THE DISTRICT BOARD OF TRUSTEES -- STATE COLLEGE OF FLORIDA, MANATEE – SARASOTA
REGULAR MEETING**

Date: March 28, 2023 5:30 p.m.**Location:** SCF Bradenton / TEAMS**Proceedings:**

The District Board of Trustees of State College of Florida, Manatee – Sarasota held a Regular Meeting on March 28, 2023 at SCF Bradenton and virtually via TEAMS

Board Members Present: Dominic DiMaio, Taylor Collins, Mike Fuller, Mark Goodson, Ryan Moore, and Rod Thomson. **Absent:** Jaymie Carter, Tracy Knight

Administrators Present: President Carol Probstfeld, Vice Presidents Todd Fritch, Ryan Hale, and Julie Jakway and General Counsel Steve Prouty. **Absent:** VP Brittany Nielsen

1. Meeting Call to Order - Mr. DiMaio

Mr. DiMaio called the meeting to order at 5:30 pm.

2. Invocation and Pledge of Alliance

Dr. Fritch delivered the invocation and led the pledge.

3. Public Comment

None

4. President's Report

Dr. Probstfeld invited the Trustees to join her at some of the upcoming SCF events.

5. Meet the Mission: Annual Financial Report - Julie Jakway

Ms. Jakway presented to the Board the highlights of SCF's Annual Financial Report.

6. Approval of Non-Financial Consent Agenda Items (Consent Agenda A)

Exhibit A:	Minutes of February 28, 2023 BOT Meeting - Page 5
Exhibit B:	Amended Spring 2023 Lifelong Learning & Workforce Development Schedule - Page 8
Exhibit C:	HR Personnel Actions Monthly Report February 2023 - Page 16
Exhibit D:	FPL Extension of Existing Easement East of Venice Collegiate School - Page 17

After due discussion and consideration, Mr. Moore motioned to approve the Non-Financial Consent Agenda, Mr. Thomson seconded, and the Board unanimously approved.

7. Approval of Financial Consent Agenda Items (Consent Agenda B)

Exhibit E:	Monthly Financial Report January 2023 - Page 21
Exhibit F:	Budget Amendment FY 2023-24 January 2023 #23 - 25 - Page 26
Exhibit G:	SCFCS Financial Report(s) January 2023 - Page 29
Exhibit H:	Acceptance of Gifts and Grants January 2023 - Page 31
Exhibit I:	Property Disposals - Page 32
Exhibit J:	Annual Financial Report FY 2021-2022 - Page 33

After due discussion and consideration, Mr. Fuller motioned to approve the Financial Consent Agenda, Mr. Thomson seconded, and the Board unanimously approved.

8. Facilities Project List (informational only) - Julie Jakway

Exhibit K: Project List - Page 134

9. Rule for Final Action – Steve Prouty

Exhibit L: Procurement Rule #6HX14-5.18 - Page 135

Mr. Prouty provided the board with a synopsis of the rule revisions for Board action.

Mr. DiMaio opened and closed the public hearing. After due discussion and consideration of the board, Mr. Thomson motioned to approve Exhibit L, Mr. Moore seconded, and the Board unanimously approved.

10. Presidential Goals - Dr. Carol Probstfeld

Exhibit M: 2023-2024 President's Goals - Page 138

Dr. Probstfeld presented the proposed 2023-2024 Presidential Goals to the Board for their approval.

After due discussion and consideration of the board, Mr. Goodson motioned to approve Exhibit M, Ms. Collins second, and the Board unanimously approved.

11. Old Business None

12. New Business None

13. Board Comments/Updates & Adjournment

Ms. Collins wished the Foundation good luck with the Evening Under the Stars event.

Mr. Moore shared that SCF is hosting the Beach Volleyball Tournament on Friday and Saturday.

Mr. Fuller provided an SCF Foundation update.

Mr. Thomson praised the strong presidential goals for 2023-2024.

Mr. Goodson commended Julie Jakway on the AFR.

Mr. Goodson encouraged the Trustees to join him for an evening at a SCF Ballgame.

Mr. Goodson shared his request of Dr. Probstfeld to think about long range goals.

Mr. DiMaio applauded all on the goals and their efforts.

Dr. Probstfeld thanked Mr. Goodson for his suggestion and shared that she is preparing a report that looks back at what has been accomplished over the past 10 years and ahead at what she hopes can be accomplished during the next 10 years that will be shared with the Board at a future date.

The meeting adjourned at 5:57 p.m.

Chair, Board of Trustees

Carol Probstfeld, Secretary, Board of Trustees

State College of Florida, Manatee-Sarasota | Traffic Safety Institute

Advisory Committee Quarterly Meeting – 3/14/23

ATTENDING: Dana McMahon, Manatee County Probation; Jennifer Burgh, Manatee County Probation; Celeste Bilodeau, State Attorney’s Office; Michael Miranda, Citizen; Sgt. William Coleman, Manatee County Sheriff’s Office; Sgt. Chuck Flint, Sarasota County Sheriff’s Office; Vicki Gillerin, TSI Director

The meeting was called to order by TSI Director Gillerin at 12:10 pm.

OLD BUSINESS: Jennifer Burgh made a motion to approve the minutes of the 12/13/2022 TSI Advisory Committee meeting and was seconded by Celeste Bilodeau. Motion passed.

OUTPUT-TSI Report:

- A.** Director Gillerin presented TSI’s student enrollment numbers/contacts since the last meeting. Total revenue from 7/1/2022 to 2/28/23 is down \$13,851.61 compared to the same time frame last year. There was an uptick in DUI arrests by the Venice Police Department during January and February as they started nighttime DUI enforcement and as a result revenue deficit improved by \$15,814.06. Student contacts were down by 9% for this period, likely due to being closed during the Christmas break.

TSI Student Enrollments/Contacts	12/13/22 – 3/13/23
BDI	63
IDI	5
DUI Level One	248
DUI Level Two	133
DUI Evaluations	504
DUI Victim Panel	219
IID Updates	78
SSS Periodic Updates	263
Totals:	1,513

- B.** Director Gillerin reported no change on utilizing Judicial Innovations for payment processing. Both World’s Software has made minimal progress coming into compliance with the necessary IT upgrades. We do not have the option to go with another software provider as the database we utilize is unique to DUI programs licensed by DHSMV.
- C.** Director Gillerin advised the members that the FY 23/24 Budget was prepared and is awaiting final approval. The part-time Venice office position has been eliminated due to budgetary concerns as well as training issues. A decision was made to eliminate the full-time DUI Instructor/Evaluator position and return to utilizing contract employees as DUI Instructors and DUI Evaluators. The staff member who currently occupies that position was previously a contract employee and will be given the opportunity to stay onboard as a contract employee.
- D.** Director Gillerin distributed a Florida Department of Highway Safety and Motor Vehicles (FLHSMV) statewide news release, “Hit-and-run crashes on Florida Roads Average over 103,000 per year; Drivers urged to Stay at the Scene” which indicated that over the last five years there were 1,251 fatalities in Florida as a result of hit-and-run crashes. Additionally, FLHSMV launched a “Never Drive Impaired” campaign as citations issued for DUI and open

State College of Florida, Manatee-Sarasota | Traffic Safety Institute

Advisory Committee Quarterly Meeting – 3/14/23

container violations in Florida are at their highest during the month of March. In March 2022 alcohol was confirmed in 479 crashes in Florida, a 3% increase from 2021, resulting in 41 deaths and 41 serious bodily injuries. Manatee County was one of six counties, including Pinellas, Hillsborough, Lee, Orange, and Duval, that accounted for 299 of Florida's 791 impaired-driving crashes for the month. Manatee County had 34 impaired-driving crashes.

INPUT

Law Enforcement:

Sgt. Flint reported that the biggest issue in Sarasota County has been crashes. The Sheriff's Department is working about 80% of crashes and Florida Highway Patrol is only working about 20%. They are planning to get two more traffic deputies and the 5-year plan includes creating an advanced crash squad to handle crash scenes. Department wide citations are up by almost 400 tickets so far in 2023. The Department is currently working with three grants totaling \$300,000 that allows them to pay overtime for deputies to work construction areas, interstate highways, and high visibility pedestrian areas.

Sgt. Coleman reported the Manatee County Sheriff's Office are currently focused on burglaries. In the traffic unit he is down 3 officers, so a team of 8 is working with 5 deputies. The Department also has the high visibility pedestrian grant but was denied the interstate grant. Manatee County has already had 12 traffic-related fatalities in 2023.

Misdemeanor Probation:

Dana McMahon reports that caseloads are holding steady around 140 probationers for each Probation Officer. Her unit remains fully staffed. Discussion was had around TSI's ability to return to conducting PTI evaluations once again. After the last meeting we learned from the PTI Specialist that they do not track the number of evaluations done and the percentage of clients referred for treatment, but she indicated that very few get referred. Due to uncertainty with staffing issues in the next fiscal year starting 7/1/2023, PTI evaluations will remain on hold for now.

Jennifer Burgh reports that the Pre-trial Unit has one open position. Caseloads for Pre-trial officers average 120 defendants. The Probation Division will be up for re-accreditation again this year.

State Attorney's Office:

Celeste Bilodeau reported that the Sarasota State Attorney's Office will start referring defendants charged with Leaving the Scene to the IDI program as part of their court-ordered sanctions.

Clinical Supervisor/Treatment Representative: Not in attendance

Citizen/Business Representative: Nothing to report to the group.

With no further business the meeting adjourned at 1:08 pm.

NEXT MEETING: Tuesday, June 13 ,2023 at 12:00 pm (Lunch will be provided)

Traffic Safety Institute
5840 26th St W, Bldg. 18, Room 112
Bradenton, FL 34207

AMENDED SCHEDULE OF NON-CREDIT COURSES, LIFELONG LEARNING AND WORKFORCE DEVELOPMENT, SPRING 2023

Class ID	Class Name	Start Date	End Date	Tuition Fee	Location	Instructor
14401	Python Coding Specialist with Industry Certification	3/7/23	4/27/23	\$3,000.00	SCF Bradenton (26 West Center)	Bagley
14717	Manatee Community Concert Band (February Concert)	1/10/23	2/18/23	\$0.00	SCF Bradenton (Building 11)	Cleary
14718	Manatee Community Concert Band (April Concert)	2/21/23	4/1/23	\$0.00	SCF Bradenton (Building 11)	Cleary
14734	General Knowledge Test - Math Prep Workshop - Hybrid	1/14/23	2/4/23	\$119.00	SCF Lakewood Ranch (CIT)	Rowe
14735	General Knowledge Test - Essay Writing Workshop	2/18/23	3/4/23	\$89.00	SCF Lakewood Ranch (CIT)	Gonzalez
14739	TOP - Active Threat	1/26/23	1/26/23	\$0.00	SCF Lakewood Ranch (CIT)	Patten
14740	TOP - Active Threat	2/23/23	2/23/23	\$0.00	SCF Venice (Building 800)	Patten
14741	TOP - Active Threat	3/15/23	3/15/23	\$0.00	SCF Bradenton (Building 3)	Patten
14745	TOP - CPR	1/18/23	1/18/23	\$0.00	SCF Lakewood Ranch (CIT)	Wardman
14747	TOP - CPR	3/7/23	3/7/23	\$0.00	SCF Bradenton (Building 3)	Wardman
14751	TOP - Stop the Bleed	1/26/23	1/26/23	\$0.00	SCF Lakewood Ranch (CIT)	Patten
14752	TOP - Stop the Bleed	2/23/23	2/23/23	\$0.00	SCF Venice (Building 800)	Patten
14753	TOP - Stop the Bleed	3/9/23	3/9/23	\$0.00	SCF Bradenton (Building 3)	Wardman
14855	TOP - An Introduction to Student Veteran/Military Population	3/15/23	3/15/23	\$0.00	Microsoft Teams	Graydon
14998	TOP - Do You Hear What I Hear?	1/19/23	1/19/23	\$0.00	SCF Bradenton (Building 18)	Williams
15026	TOP - Priorities and Time Management Supervisor's, Leadership Track	1/25/23	1/25/23	\$0.00	SCF Bradenton (Building 18)	Froman
15027	TOP - How to Maintain a Positive Attitude	1/31/23	1/31/23	\$0.00	Zoom	Roth
15028	TOP - Purchasing Guidelines and Bid Requirements for the College	2/16/23	2/16/23	\$0.00	Microsoft Teams	Ferda
15029	TOP - Excel - Formulas	2/3/23	2/3/23	\$0.00	Microsoft Teams	Miscik
15030	TOP - Excel - Filtering	2/3/23	2/3/23	\$0.00	Microsoft Teams	Miscik
15033	TOP - Positive Intelligence	2/9/23	2/9/23	\$0.00	Zoom	Roth
15036	TOP - Excel 2019- Level 3	2/16/23	2/16/23	\$0.00	SCF Lakewood Ranch (CIT)	Miscik
15037	TOP - Conflict Resolution Supervisor's, Leadership Track	2/22/23	2/22/23	\$0.00	SCF Bradenton (Building 3)	Caskey
15038	TOP - Diving into Degree Works	3/3/23	3/3/23	\$0.00	Microsoft Teams	Dinn
15039	TOP - Service Animals 101	3/7/23	3/7/23	\$0.00	Microsoft Teams	Lahey
15040	TOP - Netiquette	3/9/23	3/9/23	\$0.00	SCF Lakewood Ranch (CIT)	Smith
15042	TOP - Excel Level 4	3/10/23	3/10/23	\$0.00	SCF Bradenton (Building 18)	Miscik
15048	TOP - Argos User Training	3/17/23	3/17/23	\$0.00	Microsoft Teams	O'Donovan
15049	TOP - Motivating the Team You Lead Supervisor's, Leadership Track	3/22/23	3/22/23	\$0.00	SCF Bradenton (Building 18)	Roth
15050	TOP - Shattering Typical Customer Service	4/6/23	4/6/23	\$0.00	Zoom	Roth
15051	TOP - Coaching for Performance and Promotion Supervisor's, Leadership Track	4/5/23	4/5/23	\$0.00	SCF Bradenton (Building 18)	Roth

(\$0.00 denotes paid by corporate.)

AMENDED SCHEDULE OF NON-CREDIT COURSES, LIFELONG LEARNING AND WORKFORCE DEVELOPMENT, SPRING 2023

Class ID	Class Name	Start Date	End Date	Tuition Fee	Location	Instructor
15052	TOP - Achieving Institutional Effectiveness: A Step-by-Step Approach	4/11/23	4/11/23	\$0.00	Microsoft Teams	Pride
15095	Excel - Level 1	1/6/23	1/6/23	\$129.00	SCF Venice (Building 300)	Devine
15096	Excel - Level 1	1/12/23	1/12/23	\$129.00	SCF Lakewood Ranch (CIT)	Devine
15097	Outlook	1/11/23	1/11/23	\$129.00	SCF Lakewood Ranch (CIT)	Devine
15098	Excel - Level 2	1/20/23	1/20/23	\$129.00	SCF Venice (Building 300)	Devine
15099	Excel - Level 2	1/26/23	1/26/23	\$129.00	SCF Lakewood Ranch (CIT)	Devine
15100	Excel - Level 3	2/3/23	2/3/23	\$129.00	SCF Venice (Building 300)	Devine
15101	Excel - Level 3	2/9/23	2/9/23	\$129.00	SCF Lakewood Ranch (CIT)	Devine
15102	Excel - Level 4	2/17/23	2/17/23	\$129.00	SCF Lakewood Ranch (CIT)	Devine
15104	Word - Level 1	1/24/23	1/24/23	\$129.00	SCF Lakewood Ranch (CIT)	Devine
15107	Computer Basics	1/14/23	1/14/23	\$129.00	SCF Venice (Building 300)	Miscik
15109	Computer Basics	2/18/23	2/18/23	\$129.00	SCF Lakewood Ranch (CIT)	Miscik
15111	Power Point - Level 1	1/31/23	1/31/23	\$129.00	SCF Lakewood Ranch (CIT)	Devine
15115	Retirement Planning Today - Lakewood Ranch Campus	1/26/23	2/2/23	\$49.00	SCF Lakewood Ranch (MTSC)	Pope
15116	Retirement Planning Today - Lakewood Ranch Campus	1/31/23	2/7/23	\$49.00	SCF Lakewood Ranch (MTSC)	Pope
15129	Vision Boards	2/23/23	2/23/23	\$0.00	SCF Bradenton (Building 3)	Roth
15133	Children & Divorce	1/7/23	1/7/23	\$55.00	SCF Lakewood Ranch (CIT)	Doran
15138	Children & Divorce	1/17/23	1/17/23	\$55.00	Zoom	Doran
15141	Children & Divorce (Spanish)	1/28/23	1/28/23	\$55.00	SCF Lakewood Ranch (CIT)	Cestero
15142	Financial Strategies for Successful Retirement - Venice Campus	2/1/23	2/15/23	\$89.00	SCF Venice (Building 800)	Dunlap
15143	In Person Real Estate Sales Associate Pre-Licensing	1/23/23	4/3/23	\$369.00	SCF Lakewood Ranch (CIT)	Repassy
15144	English for College and Communication	1/23/23	4/20/23	\$750.00	SCF Lakewood Ranch (CIT)	Carr
15146	Financial Strategies for Successful Retirement - Venice Campus	2/23/23	3/9/23	\$89.00	SCF Venice (Building 800)	Dunlap
15147	Stage Movement for the Actor	1/10/23	4/27/23	\$50.00	SCF Bradenton (Building 14)	Schlachter
15148	Acting II	1/10/23	4/27/23	\$50.00	SCF Bradenton (Building 14)	Schlachter
15149	Social Security 101 - Lakewood Ranch Campus	1/24/23	1/24/23	\$0.00	SCF Lakewood Ranch (CIT)	Cornell
15150	Social Security 101 - Lakewood Ranch Campus	1/26/23	1/26/23	\$0.00	SCF Lakewood Ranch (CIT)	Cornell
15151	Private Investigator 40-Hour Course	1/28/23	2/5/23	\$395.00	SCF Venice (Building 800)	Jones
15152	Private Investigator 40-Hour Course	3/17/23	3/26/23	\$395.00	SCF Bradenton (Building 18)	Jones
15153	Certified Personal Trainer (Hybrid)	2/11/23	3/25/23	\$899.00	Off-site Bradenton (contract training), Zo	W.I.T.S.
15154	Introduction to Dance	1/10/23	4/27/23	\$50.00	SCF Bradenton (Building 14)	Burnette
15155	Production Involvement	2/17/23	4/23/23	\$25.00	SCF Bradenton (Building 11)	Smith
15156	Theatre Appreciation	2/6/23	5/4/23	\$50.00	SCF Bradenton (Building 11)	Schlachter

(\$0.00 denotes paid by corporate.)

AMENDED SCHEDULE OF NON-CREDIT COURSES, LIFELONG LEARNING AND WORKFORCE DEVELOPMENT, SPRING 2023

Class ID	Class Name	Start Date	End Date	Tuition Fee	Location	Instructor
15157	Leadership Boot Camp	1/27/23	1/27/23	\$249.00	Zoom	Van Dyke
15161	Leadership Boot Camp	3/17/23	3/17/23	\$299.00	SCF Lakewood Ranch (CIT)	Van Dyke
15166	Excel - Level 1	3/14/23	3/14/23	\$129.00	SCF Lakewood Ranch (CIT)	Devine
15167	Power Point - Level 1	3/9/23	3/9/23	\$129.00	SCF Lakewood Ranch (CIT)	Devine
15170	Excel - Level 2	3/28/23	3/28/23	\$129.00	SCF Lakewood Ranch (CIT)	Devine
15171	Computer Basics	3/24/23	3/24/23	\$129.00	SCF Venice (Building 300)	Miscik
15174	Excel - Level 3	4/11/23	4/11/23	\$129.00	SCF Lakewood Ranch (CIT)	Devine
15175	Excel - Level 4	4/19/23	4/19/23	\$129.00	SCF Venice (Building 300)	Devine
15176	Excel - Level 4	4/25/23	4/25/23	\$129.00	SCF Lakewood Ranch (CIT)	Devine
15177	Computer Basics	4/8/23	4/8/23	\$129.00	SCF Lakewood Ranch (CIT)	Miscik
15178	Power Point - Level 2	4/13/23	4/13/23	\$129.00	SCF Lakewood Ranch (CIT)	Devine
15179	Word - Level 2	4/27/23	4/27/23	\$129.00	SCF Lakewood Ranch (CIT)	Miscik
15181	Bradenton Symphony Orchestra	1/11/23	4/26/23	\$50.00	SCF Bradenton (Building 11)	Willis
15182	Chamber Choir	1/10/23	4/27/23	\$50.00	SCF Bradenton (Building 11)	Dickerson
15183	Concert Choir	1/10/23	4/27/23	\$50.00	SCF Bradenton (Building 11)	Dickerson
15184	Guitar Ensemble	1/9/23	4/26/23	\$50.00	SCF Bradenton (Building 11)	Godfrey
15185	Jazz Combo	1/9/23	4/26/23	\$50.00	SCF Bradenton (Building 11)	Carney
15186	Jazz Ensemble	1/10/23	4/27/23	\$50.00	SCF Bradenton (Building 11)	Carney
15187	Music Theatre Ensemble	1/9/23	4/26/23	\$50.00	SCF Bradenton (Building 11)	Dickerson
15189	Symphonic Band	1/10/23	4/27/23	\$50.00	SCF Bradenton (Building 11)	Nix
15191	FIRST LEGO League - Qualifying Tournament	1/7/23	1/21/23	\$75.00		Bagley
15197	Super Cyber Camp	1/2/23	1/6/23	\$299.00	SCF Bradenton (26 West Center)	Link
15198	Super Cyber Camp - Early and Late drop off	1/2/23	1/6/23	\$50.00	SCF Bradenton (26 West Center)	Link
15200	Crafts	1/9/23	5/15/23	\$50.00	SCF Bradenton (Building 19)	Miceli
15201	Guitar	1/9/23	5/15/23	\$50.00	SCF Bradenton (Building 19)	Eck
15202	Magic	1/9/23	5/15/23	\$50.00	SCF Bradenton (Building 19)	Fuhrmeister
15203	Gardening	1/10/23	5/16/23	\$50.00	SCF Bradenton (Building 19)	Dougherty
15205	Animation	1/10/23	5/16/23	\$50.00	SCF Bradenton (Building 19)	Grzymala
15208	Anime	1/11/23	5/17/23	\$50.00	SCF Bradenton (Building 19)	Brown
15209	Cooking	1/11/23	5/17/23	\$50.00	SCF Bradenton (Building 19)	Miceli
15210	Group Fitness	1/11/23	5/17/23	\$50.00	SCF Bradenton (Building 19)	Evans
15213	Poetry	1/12/23	5/18/23	\$50.00	SCF Bradenton (Building 19)	Brown
15214	Musical Theatre	1/12/23	5/18/23	\$50.00	SCF Bradenton (Building 19)	Orta
15215	Ballet	1/12/23	5/18/23	\$50.00	SCF Bradenton (Building 19)	Hathaway
15216	Painting	1/13/23	5/19/23	\$50.00	SCF Bradenton (Building 19)	Coker
15217	Illustration	1/13/23	5/19/23	\$50.00	SCF Bradenton (Building 19)	Brown

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AMENDED SCHEDULE OF NON-CREDIT COURSES, LIFELONG LEARNING AND WORKFORCE DEVELOPMENT, SPRING 2023

Class ID	Class Name	Start Date	End Date	Tuition Fee	Location	Instructor
15218	Sign Language	1/13/23	5/19/23	\$50.00	SCF Bradenton (Building 19)	Coker
15219	Collegiate Hour Study Hall (Mondays)	1/9/23	5/15/23	\$0.00	SCF Bradenton (Building 19)	TBD
15220	Collegiate Hour Study Hall (Tuesdays)	1/10/23	5/16/23	\$0.00	SCF Bradenton (Building 19)	TBD
15221	Collegiate Hour Study Hall (Wednesdays)	1/11/23	5/17/23	\$0.00	SCF Bradenton (Building 19)	TBD
15222	Collegiate Hour Study Hall (Thursdays)	1/12/23	5/18/23	\$0.00	SCF Bradenton (Building 19)	TBD
15223	Collegiate Hour Study Hall (Fridays)	1/13/23	5/19/23	\$0.00	SCF Bradenton (Building 19)	TBD
15224	CompTIA A+ Certification	1/16/23	3/20/23	\$3,250.00	SCF Bradenton (26 West Center)	Askeri
15225	CompTIA A+ Certification	4/10/23	5/29/23	\$3,250.00	SCF Bradenton (26 West Center)	Askeri
15227	CompTIA Cloud Essentials+ Certification	1/16/23	3/20/23	\$3,250.00	SCF Bradenton (26 West Center)	Askeri
15228	CompTIA Cloud Essentials+ Certification	4/10/23	5/29/23	\$3,250.00	SCF Bradenton (26 West Center)	Askeri
15229	Intro to Cybersecurity	1/16/23	3/13/23	\$299.00	Online	Bagley
15230	Intro to Cybersecurity	4/17/23	6/12/23	\$499.00	Online	Askeri
15232	Python Coding Specialist with Industry Certification	1/17/23	3/14/23	\$3,250.00	SCF Bradenton (26 West Center)	Bagley
15233	Python Coding Specialist with Industry Certification	4/11/23	5/30/23	\$3,250.00	SCF Bradenton (26 West Center)	Bagley
15235	FAA REMOTE PILOT - DRONE SAFETY	1/14/23	1/14/23	\$399.00	SCF Bradenton (26 West Center)	Bagley
15236	FAA REMOTE PILOT - DRONE SAFETY	2/11/23	2/11/23	\$399.00	SCF Bradenton (26 West Center)	Bagley
15237	FAA REMOTE PILOT - DRONE SAFETY	3/18/23	3/18/23	\$399.00	SCF Bradenton (26 West Center)	Bagley
15238	Retirement Planning Today - Bradenton Campus	2/22/23	3/1/23	\$49.00	SCF Bradenton (Building 3)	Carota
15239	Retirement Planning Today - Bradenton Campus	2/28/23	3/7/23	\$49.00	SCF Bradenton (Building 3)	Carota
15240	CompTIA Network+ Certification	1/16/23	3/13/23	\$3,250.00	SCF Bradenton (26 West Center)	Askeri
15241	CompTIA Network+ Certification	4/10/23	5/29/23	\$3,250.00	SCF Bradenton (26 West Center)	Askeri
15242	01 How to Start Your Business	1/18/23	2/1/23	\$99.00	SCF Bradenton (26 West Center)	Standridge
15243	01 How to Start Your Non-Profit	2/16/23	3/2/23	\$99.00	SCF Bradenton (26 West Center)	Faucy
15244	BOOTCAMP: Cybersecurity February Cohort	2/6/23	8/3/23	\$7,500.00	SCF Bradenton (26 West Center)	Askeri
15245	01 How to Grow Your Business	3/16/23	4/13/23	\$199.00	SCF Bradenton (26 West Center)	Bello
15246	How to Grow Your Business (SATURDAY SESSION)	3/18/23	3/18/23	\$199.00	SCF Bradenton (26 West Center)	Bello
15248	AWS Cloud Practitioner	2/6/23	3/20/23	\$3,250.00	SCF Bradenton (26 West Center)	*
15251	BOOTCAMP: Software Engineering March Cohort	3/21/23	8/31/23	\$7,500.00	SCF Bradenton (26 West Center)	Bagley
15254	01: JANUARY 19th — 26 West Center Tours	1/19/23	1/19/23	\$0.00	SCF Bradenton (26 West Center)	Rodgers-Mislyan
15255	02: FEBRUARY 16th — 26 West Center Tours	2/16/23	2/16/23	\$0.00	SCF Bradenton (26 West Center)	Rodgers-Mislyan
15256	03: MARCH 16th — 26 West Center Tours	3/16/23	3/16/23	\$0.00	SCF Bradenton (26 West Center)	Rodgers-Mislyan
15258	04: APRIL 20th — 26 West Center Tours	4/20/23	4/20/23	\$0.00	SCF Bradenton (26 West Center)	Rodgers-Mislyan
15262	10 Online Hacks to Help You Run Your Business	3/16/23	3/16/23	\$0.00	SCF Bradenton (26 West Center)	Bello
15263	Cultivating Positivity	1/18/23	1/18/23	\$0.00	SCF Bradenton (Building 3)	Johnson
15264	Improving Team Dynamics Through Trust and An Outward Mindset	1/19/23	1/19/23	\$0.00	SCF Lakewood Ranch (CIT)	Johnson

(\$0.00 denotes paid by corporate.)

AMENDED SCHEDULE OF NON-CREDIT COURSES, LIFELONG LEARNING AND WORKFORCE DEVELOPMENT, SPRING 2023

Class ID	Class Name	Start Date	End Date	Tuition Fee	Location	Instructor
15265	Meeting Facilitation	1/25/23	1/25/23	\$0.00	SCF Lakewood Ranch (CIT)	*
15266	Connection is Your Superpower	1/31/23	1/31/23	\$0.00	Off-site Sarasota (contract training)	Marco
15267	Five Things You Should Know Before You Start Your Non-Profit Organization	2/16/23	2/16/23	\$0.00	SCF Bradenton (26 West Center)	Faucy
15268	Free and Cheap Design Tools to Help You Attract More Customers	2/9/23	2/9/23	\$0.00	SCF Bradenton (26 West Center)	Meier
15270	Networking Made Easy - How to Fearlessly Meet People and Be Even More Effective at Your Job	3/20/23	4/3/23	\$99.00	SCF Bradenton (26 West Center)	Graber
15271	Microsoft Power Fundamentals	2/6/23	8/16/23	\$499.00	SCF Bradenton (26 West Center)	*
15272	Microsoft Power Fundamentals	4/10/23	5/22/23	\$499.00	SCF Bradenton (26 West Center)	*
15273	OCA Java Programming	3/21/23	5/25/23	\$3,250.00	SCF Bradenton (26 West Center)	Bagley
15275	5 Secrets to Reduce Your Fear of Networking	3/13/23	3/13/23	\$0.00	SCF Bradenton (26 West Center)	Graber
15277	01 Social Media for Small Businesses	4/12/23	5/3/23	\$199.00	SCF Bradenton (26 West Center)	McNulty
15278	01 How to Ask for What You Want...and Get It: Negotiating Skills for Women	3/22/23	3/29/23	\$99.00	SCF Bradenton (26 West Center)	Accardi
15279	Job Search Masterclass	4/20/23	5/18/23	\$99.00	SCF Bradenton (26 West Center)	Butulis
15280	3 Secrets to Using Social Media to Grow Your Business	4/12/23	4/12/23	\$0.00	SCF Bradenton (26 West Center)	McNulty
15282	(BLS/CPR) Basic Life Support	1/6/23	1/6/23	\$60.00	SCF Lakewood Ranch (CIT)	Landes
15283	(BLS/CPR) Basic Life Support	1/27/23	1/27/23	\$60.00	SCF Lakewood Ranch (CIT)	Landes
15284	UX/UI Web Developer	1/17/23	3/14/23	\$3,250.00	SCF Bradenton (26 West Center)	Link
15285	UX/UI Web Developer	4/11/23	5/30/23	\$3,250.00	SCF Bradenton (26 West Center)	Link
15287	CompTIA Security+ Certification	1/16/23	3/13/23	\$3,250.00	SCF Bradenton (26 West Center)	Routhier
15288	CompTIA Security+ Certification	4/10/23	5/29/23	\$3,250.00	SCF Bradenton (26 West Center)	Askeri
15289	Health Professionals Career Expo Spring '23 - Employer Registration	2/27/23	2/27/23	\$100.00	SCF Bradenton (Building 3)	*
15290	Community Emergency Response Team (CERT) Basic Training (Hybrid)	2/18/23	2/25/23	\$0.00	SCF Venice (Building 800)	Garcia
15291	SCF #gethired Career Fair Spring '23 Employer Registration	4/19/23	4/19/23	\$35.00	SCF Bradenton (Building 3)	*
15292	Meeting Facilitation	1/25/23	1/25/23	\$0.00	SCF Lakewood Ranch (CIT)	*
15293	WordPress Web Developer	2/7/23	8/10/23	\$3,250.00		Link
15295	FIRST LEGO League - Explore Festival	1/14/23	2/4/23	\$35.00	Off-site Bradenton (contract training)	Bagley
15296	CompTIA ITF+ Certification	1/16/23	3/15/23	\$1,250.00	SCF Bradenton (26 West Center)	Askeri
15299	SLP Kick Off	2/2/23	2/2/23	\$0.00	SCF Lakewood Ranch (CIT)	Marco
15301	SLP- Recruiting a Multi-Generational Workforce	2/9/23	2/9/23	\$0.00	SCF Lakewood Ranch (CIT)	Roth
15302	Foundations of Leadership	2/14/23	2/14/23	\$0.00	Zoom	Marco

(\$0.00 denotes paid by corporate.)

AMENDED SCHEDULE OF NON-CREDIT COURSES, LIFELONG LEARNING AND WORKFORCE DEVELOPMENT, SPRING 2023

Class ID	Class Name	Start Date	End Date	Tuition Fee	Location	Instructor
15303	Connection is Your Superpower	2/14/23	2/14/23	\$0.00	SCF Bradenton (Building 3)	Nierenberg
15304	SLP Foundations of Leadership	2/16/23	2/16/23	\$0.00	SCF Bradenton (Building 3)	Marco
15305	Courageous Conversations: Communicating with Conviction, Clarity, and Kindness	2/16/23	2/16/23	\$0.00	SCF Lakewood Ranch (CIT)	Johnson
15306	State Childcare Testing	2/25/23	2/25/23	\$0.00	SCF Lakewood Ranch (CIT)	*
15307	Understanding you Leadership Style	2/28/23	2/28/23	\$0.00	Zoom	Marco
15308	SLP Understanding you Leadership Style	3/2/23	3/2/23	\$0.00	SCF Lakewood Ranch (CIT)	Marco
15309	Interpersonal Skills	3/7/23	3/7/23	\$0.00	Zoom	Connell
15310	ELP Understanding you Leadership Style	3/9/23	3/9/23	\$0.00	SCF Bradenton (Building 3)	Marco
15311	SLP- Managing a Multi-Generational Workforce	3/16/23	3/16/23	\$0.00	SCF Bradenton (Building 3)	Roth
15312	The Relationship Between Expectations and Accountability	3/21/23	3/21/23	\$0.00	Zoom	Marco
15313	Reframing Conflict and Leveraging it to Strengthen Relationships	3/22/23	3/22/23	\$0.00	SCF Lakewood Ranch (CIT)	Johnson
15314	ELP- Coaching vs Managing	3/23/23	3/23/23	\$0.00	SCF Bradenton (Building 3)	Marco
15315	SLP -The Relationship Between Expectations and Accountability	3/30/23	3/30/23	\$0.00	SCF Bradenton (Building 3)	Marco
15316	Motivating and Engaging the Team You Lead	4/4/23	4/4/23	\$0.00	Zoom	Marco
15317	ELP -The Relationship Between Expectations and Accountability	4/5/23	4/5/23	\$0.00	SCF Bradenton (Building 3)	Marco
15319	SLP- Leading Through Strengths	4/13/23	4/13/23	\$0.00	SCF Bradenton (Building 3)	Marco
15320	Navigating Difficult Conversations	4/18/23	4/18/23	\$0.00	Zoom	Marco
15321	Operationalizing Core Values	4/20/23	4/20/23	\$0.00	SCF Lakewood Ranch (CIT)	Johnson
15322	SLP Motivating the Team You Lead	4/20/23	4/20/23	\$0.00	SCF Bradenton (Building 3)	Marco
15323	Navigating Difficult Situations	4/26/23	4/26/23	\$0.00	SCF Bradenton (Building 3)	Marco
15324	SLP Managing Difficult Conversations	4/27/23	4/27/23	\$0.00	SCF Bradenton (Building 3)	Marco
15330	Time Management	1/20/23	1/20/23	\$0.00	Off-site Lakewood Ranch (contract training)	Nierenberg
15331	Children & Divorce	2/18/23	2/18/23	\$55.00	SCF Lakewood Ranch (CIT)	Doran
15332	Children & Divorce	3/18/23	3/18/23	\$55.00	SCF Bradenton (Building 18)	Doran
15333	Children & Divorce	4/29/23	4/29/23	\$55.00	SCF Lakewood Ranch (CIT)	Doran
15334	Children & Divorce	2/7/23	2/7/23	\$55.00	Zoom	Doran
15336	Social Security 101 - Lakewood Ranch Campus	2/21/23	2/21/23	\$0.00	SCF Lakewood Ranch (CIT)	Cornell
15337	Social Security 101 - Lakewood Ranch Campus	2/23/23	2/23/23	\$0.00	SCF Lakewood Ranch (CIT)	Cornell
15338	Contract Risk Transfer and Management	1/20/23	1/20/23	\$0.00	SCF Lakewood Ranch (CIT)	Owen
15339	Children & Divorce	2/28/23	2/28/23	\$55.00	Zoom	Doran

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AMENDED SCHEDULE OF NON-CREDIT COURSES, LIFELONG LEARNING AND WORKFORCE DEVELOPMENT, SPRING 2023

Class ID	Class Name	Start Date	End Date	Tuition Fee	Location	Instructor
15340	Children & Divorce	3/8/23	3/8/23	\$55.00	Zoom	Doran
15341	Children & Divorce	3/28/23	3/28/23	\$55.00	Zoom	Doran
15343	Children & Divorce	4/18/23	4/18/23	\$55.00	Zoom	Doran
15344	Children & Divorce (Spanish)	2/25/23	2/25/23	\$55.00	SCF Bradenton (Building 18)	Cestero
15345	Children & Divorce (Spanish)	3/25/23	3/25/23	\$55.00	SCF Lakewood Ranch (CIT)	Cestero
15346	Children & Divorce (Spanish)	4/22/23	4/22/23	\$55.00	SCF Bradenton (Building 18)	Cestero
15347	Microsoft Project Plan 3 Level 1	1/30/23	1/30/23	\$0.00	SCF Lakewood Ranch (CIT)	Devine
15348	Accountability	2/8/23	2/8/23	\$0.00	Zoom	Bresler
15349	Leadership Session1	2/15/23	2/15/23	\$0.00	Zoom	Marco
15350	Mindfulness in the Workplace	3/9/23	3/9/23	\$0.00	Zoom	Johnson
15352	Makers & Hackers (2nd-5th grade) Spring Camp SCF Lakewood Ranch	3/13/23	3/17/23	\$299.00	SCF Lakewood Ranch (CIT)	Bagley
15353	Spring Break camp before and after care	3/13/23	3/17/23	\$50.00		Bagley
15354	CEO Nexus	1/9/23	1/9/23	\$0.00	SCF Lakewood Ranch (CIT)	*
15355	SBA Loans and Resources That Work	3/15/23	3/15/23	\$0.00	SCF Bradenton (26 West Center)	Manning
15356	01 Getting Started Small Group Coaching	2/2/23	2/2/23	\$199.00	SCF Bradenton (26 West Center)	Standridge
15362	FIRST LEGO League - Qualifying Tournament	1/28/23	1/28/23	\$75.00		Bagley
15363	Cyber/IT Certification Exam Preparation Program	1/1/23	7/31/23	\$0.00		*
15364	Health Professionals Career Expo Spring '23 - Employer Registration	2/27/23	2/27/23	\$25.00	SCF Bradenton (Building 3)	*
15365	TOP Other Class Credit	4/30/23	4/30/23	\$0.00	Microsoft Teams	*
15366	Emotional Intelligence	3/22/23	3/22/23	\$0.00	Zoom	Johnson
15367	Leadership Session 2	3/29/23	3/29/23	\$0.00	Zoom	Marco
15368	10 Secrets to Get Your Website Found on Google and Grow Your Sales	2/21/23	2/28/23	\$99.00	SCF Bradenton (26 West Center)	Bucci
15369	Design Tips for Beginners - 10 Ways to Use Canva for Your Small Business	3/28/23	3/28/23	\$0.00	SCF Bradenton (26 West Center)	Bucci
15370	(BLS/CPR) Basic Life Support	2/10/23	2/10/23	\$60.00	SCF Lakewood Ranch (CIT)	Landes
15371	(BLS/CPR) Basic Life Support	2/25/23	2/25/23	\$60.00	SCF Lakewood Ranch (CIT)	Landes
15373	(BLS/CPR) Basic Life Support	3/25/23	3/25/23	\$60.00	SCF Lakewood Ranch (CIT)	Landes
15375	(BLS/CPR) Basic Life Support	4/29/23	4/29/23	\$60.00	SCF Lakewood Ranch (CIT)	Landes
15377	FIRST LEGO League - West Florida Regional Championship	2/18/23	2/18/23	\$125.00		Bagley
15382	Assertive Communication	4/13/23	4/13/23	\$0.00	Microsoft Teams	Johnson
15383	Leadership Session 3	4/19/23	4/19/23	\$0.00	Zoom	Marco
15384	Business Writing 1	4/19/23	4/19/23	\$0.00	Zoom	Rogers
15385	Business Writing 2	4/26/23	4/26/23	\$0.00	Zoom	Rogers

(\$0.00 denotes paid by corporate.)

AMENDED SCHEDULE OF NON-CREDIT COURSES, LIFELONG LEARNING AND WORKFORCE DEVELOPMENT, SPRING 2023

Class ID	Class Name	Start Date	End Date	Tuition Fee	Location	Instructor
15389	WordPress Web Developer	4/10/23	5/29/23	\$3,250.00	SCF Bradenton (26 West Center)	Link
15401	CPR	2/15/23	2/15/23	\$0.00	Off-site Sarasota (contract training)	Landes
15416	Clinicals - LECOM	1/3/23	6/30/23	\$0.00	SCF Lakewood Ranch (MTSC)	Stewart
15428	Social Security 101 - Lakewood Ranch Campus	3/21/23	3/21/23	\$0.00	SCF Lakewood Ranch (CIT)	Cornell
15429	Social Security 101 - Lakewood Ranch Campus	3/23/23	3/23/23	\$0.00	SCF Lakewood Ranch (CIT)	Cornell
15430	Root Cause Analysis	3/9/23	3/10/23	\$0.00	SCF Lakewood Ranch (CIT)	Gander
15432	Presenting with Confidence	4/3/23	4/3/23	\$0.00	Zoom	Marco
15433	Meeting Facilitation	4/28/23	4/28/23	\$0.00	SCF Lakewood Ranch (CIT)	*
15434	Community Emergency Response Team (CERT) Train the Trainer (TTT)	4/18/23	5/2/23	\$0.00	SCF Lakewood Ranch (CIT)	Garcia
15435	Additional Registrants Payment for Event	3/15/23	3/15/23	\$100.00	SCF Lakewood Ranch (CIT)	*
15436	TOP - CPR	3/22/23	3/22/23	\$0.00	SCF Bradenton (Building 3)	Wardman
15448	Team Building-Financial Management	4/28/23	4/28/23	\$0.00	Off-site Sarasota (contract training)	Marco
15449	01 Resume Makeover Clinic	4/20/23	4/20/23	\$0.00	SCF Bradenton (26 West Center)	Butulis
15450	Social Security 101 - Lakewood Ranch Campus	4/25/23	4/25/23	\$0.00	SCF Lakewood Ranch (CIT)	Cornell
15451	Social Security 101 - Lakewood Ranch Campus	4/27/23	4/27/23	\$0.00	SCF Lakewood Ranch (CIT)	Cornell
15452	Situational Awareness	3/20/23	3/20/23	\$0.00	Off-site Lakewood Ranch (contract training)	Landes
15456	Excel Level One	4/27/23	4/27/23	\$0.00	Sarasota Memorial Hospital (SMH)	Devine
15466	FAA REMOTE PILOT - DRONE SAFETY	4/8/23	4/8/23	\$399.00	SCF Bradenton (26 West Center)	Bagley
15473	TOP Other Class Credit Prof. Dev.	4/30/23	4/30/23	\$0.00	SCF Bradenton (Building 3)	*
15494	Stress is Your SuperPower	4/14/23	4/14/23	\$0.00	Off-site Sarasota (contract training)	Johnson
15503	Computer Private Tutoring	4/14/23	4/14/23	\$90.00	SCF Lakewood Ranch (CIT)	Miscik
15505	Coaching - Erin, Angelica, AC, Mandi, Zach, Stephanie, Carina, Ami	3/1/23	3/1/23	\$0.00	Zoom	Marco

(\$0.00 denotes paid by corporate.)

**RECOMMENDATION TO
STATE COLLEGE OF FLORIDA
MANATEE-SARASOTA
DISTRICT BOARD OF TRUSTEES**

Title: Curriculum Revision

Background:

In order to ensure that the requirements are current and responsive to student needs, the Curriculum Development and Review Committee has taken action on requests from various departments to revise selected courses and programs, and to establish new courses and programs.

Objective:

To approve actions of the Curriculum Development and Review Committee and the recommendations of the President to manage curriculum changes as necessary.

Legal Authority:

Rule 6HX14-1.07 Responsibility and Authority of the President

Recommendation:

The President recommends that the Board of Trustees approve the recommendations of the Curriculum Development and Review Committee to establish/revise/delete programs and courses as described. (See Attachment)

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\_\_\_\_\_  
Vice President, Academic Affairs

4/6/23  
\_\_\_\_\_  
Date

\_\_\_\_\_  
President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chair, District Board of Trustees

\_\_\_\_\_  
Date

**PROGRAMS: NEW, REVISED, DELETED**

**Programs: New**

Certificate. Real estate Paraprofessional.....New Program , Uses existing courses

**Programs: Revised**

A.S. Digital Photography [2044 *Now Photographic Technology* ..... Program & Name Revision  
A.S. Fire Science Technology [2016] ..... Program Revision  
B.A.S. Health Services Administration [8002] ..... Program Revision  
B.A.S. Public Safety & Emergency Management [8008] ..... Program Revision  
B.A.S. Supervision & Management [8020] ..... Program Revision  
B.S. Early Childhood Education [8005] ..... Program Revision  
B.S. Exceptional Student Education [8025] ..... Program Revision

**Programs: Deleted**

(None)

**COURSES: NEW, REVISED, DELETED**

**Courses: New**

ENC 1136 Multimodal Writing & Digital Literacy ..... (3) (A.A)  
SOW 2030 Introduction to Social Work ..... (3) (A.A.)

**Courses: Revised**

BSC 2085 Anatomy & Physiology I (3) (A.A.) ..... Removed "C", Revised 4 to 3 credits, Course description, Student Learning Outcomes  
BSC 2085L Anatomy & Physiology I Lab (1) (A.A.) ..... Revised 0 to 1 credit, Course description, Student Learning Outcomes  
BSC 2086 Anatomy & Physiology II (3) (A.A.) ..... Removed "C", Revised 4 to 3 credits, Course description, Student Learning Outcomes  
BSC 2086L Anatomy & Physiology II Lab (1) (A.A.) ..... Revised 0 to 1 credit, Course description, Student Learning Outcomes  
EDE 4945 Final Internship: Elementary Education (9) (B.S.) ..... Revised course prerequisites  
EEX 4995 Final Internship: Exceptional Student Education (9) (B.S.) ..... Revised course prerequisites  
ENC 1101 Written Communication (3) (A.A.) ..... Revised Student Learning Outcomes  
FFP 1000 Introduction to Fire Science (6) (A.S.) ..... Revised credits from 3 to 6  
FIL 1420 Digital Production- Non-Fiction (3) (A.A.) ..... Revised Course prerequisites  
FIL 2423 Introduction to Film Production (3) (A.A.) ..... Revised Course prerequisites  
FIL 2461 Cinematography (3) (A.S.) ..... Revised course description, prerequisites, Student Learning Outcomes  
FIL 2571 Video post-Production (3) (A.A.) ..... Revised Course Student Learning Outcomes  
MAN 4915 Senior Capstone Project or Internship (3) (B.A.S.) ..... Revised course name, description and Student Learning Outcomes  
RED 4940 Reading Internship (2) (B.S.) ..... Revised prerequisite, Remove co-requisite, Revise Student Learning Outcomes

**Courses: Deleted**

(None)

**State Common Course Numbering System Changes (SCNS) – Information Item**

(None)

Human Resources Office Personnel Actions Board Exhibits: March 2023

| <u>Name</u>                | <u>Effective Date</u> | <u>Classification</u> | <u>Classification Title</u>                                                                                                                    | <u>Department</u>                                                                          | <u>Site</u>                      |
|----------------------------|-----------------------|-----------------------|------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|----------------------------------|
| <b><u>Appointments</u></b> |                       |                       |                                                                                                                                                |                                                                                            |                                  |
| Cheri Marks                | 3/2/2023              | Professional          | Librarian, Reference and Instruction                                                                                                           | Learning Resource Center                                                                   | Bradenton                        |
| Erin Buckley               | 3/20/2023             | Professional          | Director, Sponsored Projects                                                                                                                   | Institutional Effectiveness and Research                                                   | Bradenton                        |
| Deborah Carr               | 3/27/2023             | Career                | Business Services and Purchasing Assistant                                                                                                     | Business Services                                                                          | Bradenton                        |
| <b><u>Changes</u></b>      |                       |                       |                                                                                                                                                |                                                                                            |                                  |
| Lawrence Banther           | 3/6/2023              | From<br>To            | Tradesworker II - General Maintenance<br>Specialist, Central Services                                                                          | Facilities, Planning and Maintenance<br>Central Services, Mail and Copy Shop               | Bradenton<br>Bradenton           |
| Cameron Smith              | 3/13/2023             | From<br>To            | Executive Assistant II - Dean, Lifelong Learning and Workforce Development<br>Project Coordinator, Lifelong Learning and Workforce Development | Lifelong Learning and Workforce Development<br>Lifelong Learning and Workforce Development | Lakewood Ranch<br>Lakewood Ranch |
| Melanie Thompson           | 3/13/2023             | From<br>To            | Skills Lab Technician<br>Manager, Nursing Admissions                                                                                           | Nursing<br>Nursing                                                                         | Lakewood Ranch<br>Lakewood Ranch |
| Audrey James               | 3/20/2023             | From<br>To            | Assistant, Student Services - Call Center<br>Staff Assistant III - Student Life                                                                | Call Center<br>Student Life                                                                | Bradenton<br>Bradenton           |
| Amarin Cannon              | 3/22/2023             | From<br>To            | Coordinator, Digital Communications<br>Manager, 26 West Digital Content                                                                        | Communications & Marketing<br>26 West Entrepreneurship Center                              | Bradenton<br>Bradenton           |
| <b><u>Separations</u></b>  |                       |                       |                                                                                                                                                |                                                                                            |                                  |
| Stephen Matosky            | 3/10/2023             | Career                | Specialist, Customer Service                                                                                                                   | Traffic Safety Institute                                                                   | Venice                           |
| Theodore Van Patten        | 3/17/2023             | Professional          | Manager, Constituent Database                                                                                                                  | Foundation                                                                                 | Bradenton                        |
| William Graydon            | 3/24/2023             | Career                | Advisor II, Veterans Benefits, Financial Aid Services                                                                                          | Veterans Services                                                                          | Venice                           |
| Mitchell Hoeft             | 3/30/2023             | Career                | Graphic Artist                                                                                                                                 | Communications & Marketing                                                                 | Bradenton                        |
| Phillip Phifer             | 3/31/2023             | Career                | Specialist, Technical Support                                                                                                                  | Information Technology Services                                                            | Bradenton                        |
| <b><u>to</u></b>           |                       |                       |                                                                                                                                                |                                                                                            |                                  |
| <b><u>Retirements</u></b>  |                       |                       |                                                                                                                                                |                                                                                            |                                  |
| William Funk               | 3/10/2023             | Career                | Trades Worker II - General Maintenance                                                                                                         | Facilities, Planning and Maintenance                                                       | Bradenton                        |

# State College of Florida, Manatee-Sarasota

## Approval Request For Out Of Country Travel

**Procedure 1.29.01 Travel Authorization and Funding "...those persons traveling out of the country must complete an approval of request for out-of-country travel form in the Human Resources office and must receive Board of Trustees approval prior to travel."**

**DATES OF TRAVEL:**

June 17, 2023 - July 3, 2023

**APPLICANT:**

Kristin Goddard

**DEPARTMENT:**

Collegiate School

**REASON:**

Fulbright Teachers for Global Classrooms (TGC) International Field Experience

**LOCATION:**

Lima, Peru

**PURPOSE OF TRAVEL:**

The purpose of this travel is the completion of The Fulbright Teachers for Global Classrooms Program. This 2-week international field experience is the third step in this program which began with the completion of a 60 hour intensive online course and participation in a two-day Global Education Symposium. My time in Peru will include seminars on the history, culture, and education; collaboration with international teachers on curriculum and instruction; plus, classroom observations and opportunities to co-teach and dialogue with school administrators and faculty on the importance of globalized education.

**ESTIMATED COST:**

This travel is fully-funded through the awarded Fulbright grant. The cost to the college is \$0.00.

Approved: \_\_\_\_\_  
Chairman, Board of Trustees

\_\_\_\_\_  
Date



FULBRIGHT FOREIGN SCHOLARSHIP BOARD



Kristin Goddard  
109 3rd Ave W, Unit 5410  
Bradenton, Florida 34205  
United States

8/2/2021

Dear Kristin:

On behalf of the Fulbright Foreign Scholarship Board, I am pleased to congratulate you on your selection for a Fulbright Teachers for Global Classrooms award. Our presidentially appointed 12-member Board is responsible for supervising the Fulbright Program worldwide and approving the selection of all Fulbright recipients. Your grant is a reflection of your leadership and contributions to society and is made possible through funds appropriated annually by the U.S. Congress and, in many cases, by contributions from partner countries and private parties.

The Fulbright Program is devoted to increasing mutual understanding between the people of the United States and the people of other countries. Fulbright is the world's largest and most diverse international educational exchange program. As a grantee, you will join the ranks of many distinguished program participants. Fulbright alumni have become heads of state, judges, ambassadors, cabinet ministers, CEOs, and university presidents, as well as leading journalists, artists, scientists, and teachers. They include 60 Nobel Laureates, 89 Pulitzer Prize winners, 75 MacArthur Fellows, and thousands of leaders across the private, public, and non-profit sectors. Since its inception in 1946, more than 400,000 "Fulbrighters" have participated in the Program.

2021 marks the 75th Anniversary of the Fulbright Program. Celebrations throughout the year will highlight the impressive accomplishments and legacy of the program and its alumni over its first 75 years, both in the United States and around the world. A dedicated 75th anniversary website ([www.fulbright75.org](http://www.fulbright75.org)) will be updated throughout 2021 to showcase anniversary events and to facilitate ongoing engagement. I encourage you to engage through the "Get Involved" section on the website, and to join anniversary celebrations in your region, either virtually or, if possible, in person.

Your award remains contingent upon your completing a few more important steps. Among these are successfully completing all components of the [online course](#) and obtaining a satisfactory medical clearance and a visa, if required. You will receive additional information on your award shortly from IREX. After you receive your grant documents, you must sign and return them as instructed. If you have any questions, please contact your program representative at IREX.

The Fulbright Program's goal of developing international understanding depends on you and your commitment to establishing open communication and long-term cooperative relationships. As a Fulbright participant and a representative of your country, you will have the opportunity to work collaboratively with international partners in educational, political, cultural, economic, and scientific fields. We also hope you will engage in your local community while on your Fulbright exchange. In so doing, you will exemplify the qualities of service, leadership, and excellence that have been hallmarks of this Program since it began.

The United States Department of State's Bureau of Educational and Cultural Affairs, which oversees Fulbright Program operations throughout the world, joins the Board in congratulating you. We hope your Fulbright experience will be deeply rewarding professionally and personally, and that you will share the knowledge and experience you gain with many others throughout your life.

Sincerely,

A handwritten signature in black ink that reads "Paul Winfree".

Paul Winfree  
Chair

A Presidentially Appointed Board Responsible to the Congress and the Public  
authorized under the Mutual Educational and Cultural Exchange Act of 1961

Washington, D.C. 20522



December 13, 2022

Dear Kristin Goddard,

We are pleased to provide you with updated information regarding the Fulbright Teachers for Global Classrooms Program (Fulbright TGC) International Field Experience.

Your host country for the International Field Experience will be **Peru**. Your approximate dates of travel will be **June 17 – July 3, 2023**, with a cohort of approximately 19 Fulbright Teachers. IREX and the Department of State are working with the Fulbright Commission and U.S. Embassy in your host country to design a rich and engaging program.

The U.S. Department of State and the Fulbright Program prioritize your health, safety, and well-being. IREX will provide you with travel and logistical information, and we encourage you to stay informed of guidelines and updates published by the [Centers for Disease Control and Prevention \(CDC\)](https://www.cdc.gov) and [travel.state.gov](https://travel.state.gov). Please note that your host country may require for you to be fully vaccinated against COVID-19 to participate in the International Field Experience.

As stated in the Terms and Conditions of Participation, Fulbright TGC participants may not select their country of travel. Countries of travel for the International Field Experience are determined by the U.S. Department of State, and assignments are based on a variety of factors. We have done our best to honor your availability and preferences, and we believe this placement will be a great learning opportunity for you.

Thank you for your continued patience as we work to plan the best way forward for your Fulbright exchange. Please do not hesitate to contact us with any questions or concerns.

Best,



Jonathan Ferguson  
Senior Project Director  
Fulbright Teacher Exchanges, IREX





## SECTION I: GRANT ELEMENTS & PROVISIONS

Congratulations on being selected as a Fulbright TGC participant. You will receive the following as a part of the Fulbright TGC grant:

- A virtual program orientation;
- A semester-long online professional development course in global education;
- A two-day Global Education Symposium (the event format is to be determined – IREX will inform participants whether it will be held in person or virtually);
- Continuing Education Unit (CEU) credits for the online course and Symposium;
- Support for securing a visa for the International Field Experience (if necessary);
- Round-trip airfare to the international field experience host country;
- Lodging and meals for travel associated with program events;
- Health emergency and accident coverage for the duration of the International Field Experience;
- An allowance for lodging, meals, and incidentals during the host community visit of the International Field Experience; and
- The opportunity for alumni in good standing to apply for alumni small grants.

*Please note that dependents are not permitted to accompany participants overseas during the 2-3-week International Field Experience*

Details regarding the above grant components are outlined below:

### 1. Global Education Online Course

Fulbright TGC participants will:

- participate in a ten-week online professional development program, synchronously when required;
- implement acquired learning techniques in their home classrooms; and
- submit course assignments (such as readings, watching lectures, posting comments, creating unit plans, and/or, submitting lessons, etc.) per the course syllabus, and in accordance with deadlines.

**Please note: the online course is rigorous in design and will require approximately 8 hours of work per week on average including readings, homework assignments, lectures, presentations, and projects. Please be mindful of your availability to complete the course assignments weekly, along with your peers, when considering your agreement to participate in this program.**

Participants who successfully complete the online course will be invited to the two-day Global Education Symposium (which may be held in Washington, D.C. or virtual) and the International Field Experience.

### 2. Global Education Symposium

Fulbright TGC participants will:

- attend workshops, panel discussions, and keynote addresses;





- build and refine cross-cultural communication skills;
- meet other Fulbright TGC participants, including members of their travel cohort; and
- receive logistical information in preparation for the International Field Experience.

### 3. Two to three-week International Field Experience<sup>49</sup>

In advance of travel, Fulbright TGC participants will:

- submit any necessary travel paperwork including, but not limited to, an appropriate passport and visa;
- coordinate with IREX staff to confirm travel plans;
- collaborate with an IREX-identified host teacher to prepare program agendas; and
- attend pre-departure and security webinars.

During the International Field Experience, Fulbright TGC participants will<sup>50</sup>:

- participate in seminars on the history, culture, and education of the host country;
- contribute to discussions with host country peers on best teaching practices and related educational issues;
- collaborate with international teachers to share best practices in teaching, learning and professional development; and
- participate in classroom observations, opportunities to co-teach, dialogues with administrators and faculty and cultural exchange.

### 4. Capstone Project

Throughout the program, Fulbright TGC participants will create an online Global Education Guide that serves as a resource for their local community to build global awareness and mutual understanding. Started during the online course and updated throughout the duration of the program, this capstone project will capture the work that was developed, created, implemented, and revised during the program. A mid-program webinar focused on the capstone project will provide detailed guidance on successful completion of the capstone requirement. Capstone projects are due to IREX by August 31, 2022.

## **DOMESTIC TRAVEL**

IREX will pay for, and must approve, all travel arrangements to program events. All travel under the grant must be booked through IREX's partner travel agency. IREX will not reimburse participants for any travel purchased on their own to attend program events. IREX is unable to reimburse participants for domestic travel arrangements made with any company other than IREX's partner agency, or for additional charges that may result from modifying travel dates, stopovers, or last-minute bookings.

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<sup>49</sup> The dates of international travel are non-negotiable once assigned. Please work with your administrators to make the necessary arrangements, should your dates of travel require you to miss days when your home school is in session.

<sup>50</sup> Please note that you will be traveling in a cohort and will not be able to change your host country placement or travel dates once they are assigned.



*KG*  
Initials



# State College of Florida, Manatee-Sarasota

## Approval Request For Out Of Country Travel

**Procedure 1.29.01 Travel Authorization and Funding** "...those persons traveling out of the country must complete an approval of request for out-of-country travel form in the Human Resources office and must receive Board of Trustees approval prior to travel."

(REQUEST MUST BE TYPED)

Date: 3/3/2023

Applicant: Stephanie Cook

Department: STEM

Dates of Travel: 5/31/23 – 6/12/23

Reason: Chaperone for Student Travel Abroad to The Holocaust in Europe EF College Study

Location: Germany, Poland, Czech Republic

Purpose of Travel: Chaperone for Student Travel Abroad to The Holocaust in Europe EF College Study

Estimated Cost: \$0

Other Comments:

Approved: \_\_\_\_\_  
Chairman, Board of Trustees

\_\_\_\_\_  
Date

# The Holocaust in Europe

## Program Itinerary

*EUH 1952: Study Abroad in Europe*

*Group Leader: Professor Michael Rogers*

*13 days*

- **Day 1: Fly overnight to Germany**

- **Day 2: Berlin**

Meet your Tour Director at the airport

Take a walking tour of Berlin

With your Tour Director you will see:

- Unter den Linden, Berlin's most elegant boulevard
- Reichstag, an iconic landmark and home to Germany's national legislature
- Tour includes sightseeing /lectures/ discussions
- Enjoy dinner in Berlin

- **Day 3: Berlin**

Take a guided tour of Berlin

With your expert local guide you will see:

- Brandenburg Gate, Germany's iconic landmark representing peace and unity
- Kurfürstendamm, a famous avenue that's lined with shops, hotels, and restaurants
- Remains of the Berlin Wall, a physical and ideological divider now covered in political graffiti
- Visit the Haus der Wannsee-Konferenz Memorial, a former meeting place for senior Nazi officials which is now a museum
- Stop to take a photo at Checkpoint Charlie, a station that guarded the border between East and West Germany
- Visit the Topography of Terror Museum, a history museum located on the site of buildings that served as the headquarters of the Gestapo and the SS
- Tour includes sightseeing /lectures/ discussions

- **Day 4: Berlin**

◆ Cultural engagement: Take a tour of the Old Jewish Quarter and see the inspirational history of this resilient community which was devastated during World War II

Visit the Jewish Museum and explore 2,000 years of German-Jewish history at this museum

◆ Guided learning: Gain insight into life on both sides of the Iron Curtain when you participate in an illuminating panel-led discussion

- **Day 5: Berlin • Warsaw**

Travel by train to Warsaw, Poland's capital city which was mostly destroyed in World War II and rebuilt using photographs and paintings as reference

Take a walking tour of Warsaw

With your Tour Director you will see:

- Gestapo headquarters, where insurgents were taken for questioning
- Pawiak Prison, where anyone suspected of opposing the Nazis was sent
- Enjoy dinner in Warsaw

- **Day 6: Warsaw**
  - Visit the Warsaw Ghetto Monument commemorating the heroic efforts of the Jewish resistance fighters
  - Tour the Jewish Ghetto with an expert local guide, which was established in 1940 as a way to isolate the Jewish population from the rest of the city
  - Visit the POLIN Museum of the History of Polish Jews to discover the social, religious, and political diversity of Polish Jews, highlighting events from the past to the Holocaust to today
  - Tour includes sightseeing /lectures/ discussions.
  
- **Day 7: Warsaw • Krakow**

Travel to Kraków, the only major Polish city to escape devastation during WWII

Take a guided tour of Kraków

With your expert local guide you will see:

  - Wawel Hill and Cathedral, where Polish kings were crowned and Pope John Paul II once served as archbishop
  - Główny Square, passing beautiful Sukiennice Cloth Hall and the Jagiellonian University
  - Visit Wawel Cathedral, where kings were crowned and Pope John Paul II once served as archbishop
  - Tour includes sightseeing /lectures/ discussions.
  - Enjoy dinner in Kraków
  
- **Day 8: Krakow**
  - ◆ Cultural engagement: Visit Auschwitz and Birkenau with an expert local guide, where upwards of 1.5 million people died; walk through its barracks that serve as a chilling reminder and observe a moment of remembrance.

Tour day concludes with reflection and discussion.
  
- **Day 9: Krakow • Prague**

Travel to Prague, former capital of the Holy Roman Empire
  
- **Day 10: Prague**
  - ◆ Guided learning: Tour Prague with an expert local guide
    - See Charles Bridge, an arch bridge lined with musicians and artists
    - Walk down the Golden Lane and see eleven historical buildings that mark it
    - Visit St. Vitus Cathedral, a Gothic cathedral where Czech Kings and Queens are coronated
    - Tour the Jewish Quarter with an expert local guide, and learn about the impact of Nazi occupation
    - Explore the Jewish Museum
    - Visit the Jewish Cemetery, one of the largest in Europe
    - Visit the Spanish Synagogue, designed in a Moorish style
    - Tour the Old-New Synagogue, Europe's oldest active synagogue
    - Tour includes sightseeing /lectures/ discussions.
    - Enjoy dinner in Prague

- **Day 11: Prague • Nuremberg • Munich**

Travel via Nuremberg, the site of the Nazi war-crime tribunals, on your way to Munich

◆ Cultural engagement: Tour Nuremberg with your Tour Director and see architecture built up from the stone foundations bombed by the Allies during the war

- Tour includes sightseeing /lectures/ discussions.
- Enjoy a traditional Bavarian dinner in Munich

- **Day 12: Munich**

Take a guided tour of Munich

With your expert local guide you will see:

- Olympic Stadium, built for the 1972 Olympic Games
- Residenz, the former royal palace of the Wittelsbach monarchs
- Marienplatz, Munich's main city square
- Take a WWII-focused walking tour of Munich
- Tour includes sightseeing /lectures/ discussions.

◆ Guided learning: With an expert local guide, visit and reflect at the Dachau Concentration Camp Memorial Site, which today serves as a memorial museum and a stark reminder of the darkest chapter in this country's long story

- **Day 13: Depart for home**

Meeting of the  
DISTRICT BOARD OF TRUSTEES OF STATE COLLEGE OF FLORIDA, MANATEE-SARASOTA  
April 25, 2023

**AGENDA ITEM:**

**Approval of College Employment Equity Accountability Plan Portion of the College Annual Equity Update 2022-2023**

**RECOMMENDATION:**

**The Administration recommends District Board of Trustees approval of the Annual Employment Equity Accountability Plan Portion of Annual Equity Update**

**STAFF ANALYSIS:**

The Annual College Employment Equity Accountability Plan has a statutory deadline of May 1, annually. It is also a part of the Annual Equity Update that is due to the Florida Department of Education by July 1, annually. FLDOE has revised the reporting templates and the new template was received by the College after the required posting date for the April BOT Meeting Agenda. The attached document contains section 2 of the report, the College Employment Equity Accountability Plan, for review and approval. The full 2022-2023 College Annual Equity Update will be presented to the Board for approval prior to the July 1 deadline.

**FISCAL IMPACT** \_\_\_\_\_ Yes \_\_\_\_\_ No  N/A

Funding Source: \_\_\_\_\_ N/A \_\_\_\_\_ Amount: \$ \_\_\_\_\_

Will this action result in a Budget Amendment? \_\_\_\_\_ Yes  No

If yes, indicate the dollar amount: \$ \_\_\_\_\_

Attachment

**REQUESTED BY:** Dr. Ryan Hale,  
**Vice President, Institutional Effectiveness and Research**

**FUNDING VERIFIED AND APPROVED BY:** Julie Jakway  
**Vice President, Business and Administrative Services**

**APPROVED FOR AGENDA BY:** Dr. Carol Probstfeld  
**President**

State College of Florida, Manatee-Sarasota

## College Annual Equity Update

2022-2023

### Template for Submission

#### Deadlines:

**Part II. College Employment Equity Accountability**

**Plan – May 1, 2023**

**Entire College Annual Equity Update – July 3, 2023**

#### Submission Information

Equity Officer: **Shellie Feola**

Email: **feolas@scf.edu**

Phone: **941-752-5599**

Date: **April 25, 2023**

Part II. College Employment Equity Accountability Plan

Section 1012.86, F.S., Florida College System institution employment equity accountability program, requires that each college include in its annual equity update a plan for increasing the representation of women and minorities in senior-level positions, full-time faculty positions and full-time faculty positions who have attained continuing contract status. The plan must include specific, measurable goals and objectives, specific strategies and timelines for accomplishing these goals and objectives and comparable national standards as provided by the Florida Department of Education.

**A. Data, Analysis and Benchmarks**

DFC provides colleges with employment data for the last three fall terms to evaluate employment trends for females and minorities in senior-level positions (also referred to as Executive/Administrative/Managerial or EAM positions), full-time instructional staff and full-time instructional staff with continuing contract status. DFC also provides colleges with student enrollment percentages by race and sex to be used as the benchmark for setting employment goals, as colleges continue to strive for alignment between student population and employment demographics.

**College Full-Time Executive/Administrative/Managerial Staff**

Informed by the EAM tab, complete the following table to analyze the college’s attainment of annual goals and long-range goals for increasing the number of women and minorities in EAM positions.

|                            | 2021-22<br>Reporting Year<br>College Student<br>Population<br>(%) | EAM<br>Actuals<br>(%)<br>Fall 2021 | EAM<br>Stated<br>Goals (%)<br>Fall 2022 | EAM<br>Actuals<br>(%)<br>Fall 2022 | EAM<br>Goal Met<br>(Yes/No) | EAM Goals<br>for<br>Fall 2023 |
|----------------------------|-------------------------------------------------------------------|------------------------------------|-----------------------------------------|------------------------------------|-----------------------------|-------------------------------|
| Black Female               | 6.7                                                               | 5.9                                | 6.7                                     | 8.6                                | Yes                         | 8.1%                          |
| Black Male                 | 3.6                                                               | 5.9                                | 6.0                                     | 2.9                                | No                          | 3.0%                          |
| Hispanic Female            | 16                                                                | -                                  | 1.0                                     | -                                  | No                          | 3.2%                          |
| Hispanic Male              | 8.4                                                               | -                                  | 1.0                                     | -                                  | No                          | 1.8%                          |
| Other Minorities<br>Female | 3.2                                                               | 11.8                               | 11.9                                    | 5.7                                | No                          | 5.2%                          |
| Other Minorities Male      | 2.2                                                               | -                                  | N/A                                     | -                                  | N/A                         | 0.5%                          |
| White Female               | 37.9                                                              | 44.1                               | N/A                                     | 57.1                               | N/A                         | 53.3%                         |
| White Male                 | 22                                                                | 32.4                               | N/A                                     | 25.7                               | N/A                         | 24.9%                         |
| Total Female               | 63.9                                                              | 61.8                               | 61.9                                    | 71.4                               | Yes                         | 69.9%                         |
| Total Male                 | 36.1                                                              | 38.2                               | N/A                                     | 28.6                               | N/A                         | 30.1%                         |

Describe and evaluate strategies for addressing underrepresentation in EAM positions.

**Response:** Our goals reflect the expectation that our anticipated turnover (based on market turnover metrics) will be backfilled in a manner that is reflective of our student population, which will bridge the gap between our current employment percentages and our student population percentages. We expect to achieve this by ensuring our employment/hiring teams are heavily involved in student and

community events, marketing our open positions to student and community outlets, including to local organizations, utilization of a wide variety of job boards and attendance at local hiring events.

**College Full-Time Instructional Staff**

Informed by the INST tab, complete the following table to analyze the college’s attainment of annual goals and long-range goals for increasing the number of women and minorities in full-time instructional positions.

|                         | 2021-22 Reporting Year College Student Population (%) | INST Actuals (%) Fall 2021 | INST Stated Goals (%) Fall 2022 | INST Actuals (%) Fall 2022 | INST Goal Met (Yes/No) | INST Goals for Fall 2023 |
|-------------------------|-------------------------------------------------------|----------------------------|---------------------------------|----------------------------|------------------------|--------------------------|
| Black Female            | 6.7                                                   | 1.5                        | 1.6                             | 1.5                        | No                     | 2.5%                     |
| Black Male              | 3.6                                                   | 3.8                        | N/A                             | 3.0                        | N/A                    | 3.1%                     |
| Hispanic Female         | 16                                                    | 0.8                        | 1.0                             | 0.7                        | No                     | 3.8%                     |
| Hispanic Male           | 8.4                                                   | 3.0                        | 3.1                             | 3.0                        | No                     | 4.1%                     |
| Other Minorities Female | 3.2                                                   | -                          | 0.1                             | -                          | No                     | 0.8%                     |
| Other Minorities Male   | 2.2                                                   | 3.0                        | 3.1                             | 3.0                        | No                     | 2.8%                     |
| White Female            | 37.9                                                  | 53.4                       | N/A                             | 55.2                       | N/A                    | 51.7%                    |
| White Male              | 22                                                    | 34.6                       | N/A                             | 33.6                       | N/A                    | 31.2%                    |
| Total Female            | 63.9                                                  | 55.6                       | 55.7                            | 57.5                       | Yes                    | 58.7%                    |
| Total Male              | 36.1                                                  | 44.4                       | N/A                             | 42.5                       | N/A                    | 41.3%                    |

Describe and evaluate strategies for addressing underrepresentation in full-time instructional positions.

**Response:** Our goals reflect the expectation that our anticipated turnover (based on market turnover metrics) will be backfilled in a manner that is reflective of our student population, which will bridge the gap between our current employment percentages and our student population percentages. We expect to achieve this by ensuring our employment/hiring teams are heavily involved in student and community events, marketing our open positions to student and community outlets, including to local organizations, utilization of a wide variety of job boards and attendance at local hiring events.

**College Full-Time Instructional Staff with Continuing Contract**

Informed by the CONT tab, complete the following table to analyze the college’s attainment of annual goals and long-range goals for increasing the number of women and minorities in full-time instructional staff with continuing contract positions.

|              | 2021-22 Reporting Year College Student Population (%) | CONT Actuals (%) Fall 2021 | CONT Stated Goals (%) Fall 2022 | CONT Actuals (%) Fall 2022 | CONT Goal Met (Yes/No) | CONT Goals for Fall 2023 |
|--------------|-------------------------------------------------------|----------------------------|---------------------------------|----------------------------|------------------------|--------------------------|
| Black Female | 6.7                                                   | 2.5                        | 2.6                             | 1.4                        | No                     | 2.4%                     |



|                         | 2021-22 Reporting Year College Student Population (%) | CONT Actuals (%) Fall 2021 | CONT Stated Goals (%) Fall 2022 | CONT Actuals (%) Fall 2022 | CONT Goal Met (Yes/No) | CONT Goals for Fall 2023 |
|-------------------------|-------------------------------------------------------|----------------------------|---------------------------------|----------------------------|------------------------|--------------------------|
| Black Male              | 3.6                                                   | 2.5                        | 2.6                             | 2.7                        | Yes                    | 2.9%                     |
| Hispanic Female         | 16                                                    | 1.3                        | 1.4                             | 1.4                        | No                     | 4.2%                     |
| Hispanic Male           | 8.4                                                   | 3.8                        | 3.8                             | 4.1                        | Yes                    | 4.9%                     |
| Other Minorities Female | 3.2                                                   | -                          | 0.1                             | -                          | No                     | 0.6%                     |
| Other Minorities Male   | 2.2                                                   | 3.8                        | N/A                             | 4.1                        | N/A                    | 3.8%                     |
| White Female            | 37.9                                                  | 50.6                       | N/A                             | 50.7                       | N/A                    | 48.2%                    |
| White Male              | 22                                                    | 35.4                       | N/A                             | 35.6                       | N/A                    | 33.0%                    |
| Total Female            | 63.9                                                  | 54.4                       | 54.5                            | 53.4                       | No                     | 55.4%                    |
| Total Male              | 36.1                                                  | 45.6                       | N/A                             | 46.6                       | N/A                    | 44.6%                    |

Describe and evaluate strategies for addressing underrepresentation in full-time instructional positions with continuing contract.

**Response:** Our goals reflect the expectation that our anticipated turnover (based on market turnover metrics) will be backfilled in a manner that is reflective of our student population, which will bridge the gap between our current employment percentages and our student population percentages. We expect to achieve this by ensuring our employment/hiring teams are heavily involved in student and community events, marketing our open positions to student and community outlets, including to local organizations, utilization of a wide variety of job boards and attendance at local hiring events.

**New Barriers (Optional)**

Are there new barriers affecting the successful recruitment and/or retention of females and/or minorities in any employment category?

**Response:** No

**Review of Part II (A): Attainment of Annual Goals  
(Completed by Division of Florida Colleges)**

| Requirement                                                                                                               | Response    | Comments | Action |
|---------------------------------------------------------------------------------------------------------------------------|-------------|----------|--------|
| Does the report include an analysis and assessment of annual and long-range goals for increasing women and minorities in: | -           | -        | -      |
| EAM positions?                                                                                                            | Select one. |          |        |
| Full-time instructional positions?                                                                                        | Select one. |          |        |
| Full-time with continuing contract instructional positions?                                                               | Select one. |          |        |

**B. Evaluations of Employment Practices – Evaluations of Key Personnel and Presidents**

2) Provide a summary of the college's board of trustees' annual evaluation of the performance of the president in achieving the annual and long-term goals and objectives of the employment equity plan.

**Response:** SCF President Dr. Probstfeld's most recent annual evaluation is attached on the following pages. Part of this annual review process include the BOT's review of equity goals, implementation of those goals and progress toward the achievement of those goals.

3) What is the date of the president's most recent evaluation?

**Response:** SCF President Dr. Probstfeld was most recently evaluated on May 24, 2022.



**State College of Florida, Manatee – Sarasota**  
**General Performance as President Recap: July 2021-June 2022 - Dr. Carol Probstfeld**

|                                 | SCF Board of Trustees Rating |                       |              |                   |                                |
|---------------------------------|------------------------------|-----------------------|--------------|-------------------|--------------------------------|
|                                 | Outstanding                  | Highly Skilled        | Satisfactory | Needs Improvement | Not Enough Information to Rate |
| Leadership                      | 5                            | 2                     |              |                   |                                |
| Board- President Relationship   | 5                            | 2                     |              |                   |                                |
| External-President Relationship | 5                            | 1                     |              |                   | 1                              |
| Administrative Effectiveness    | 5                            | 1                     |              |                   | 1                              |
| Legislative Effectiveness       | 5                            | 1                     |              |                   | 1 N/A                          |
| Mission Effectiveness           | 6                            | 1                     |              |                   |                                |
| Fiscal Management               | 7                            |                       |              |                   |                                |
| <b>Recap Totals:</b>            | <u>38 of 46</u><br>83%       | <u>8 of 46</u><br>17% |              |                   |                                |

**Comment Highlights:**

**Leadership:**

Shows strong leadership skills with the BOT, Staff & Students. Not a dictatorial leader. \* Staff spoken with all seem to be impressed with her style & hands on working relationships. They seem to all be pulling in the same direction. \* Exhibits outstanding leadership by recruiting and surrounding herself with a team of highly qualified & dedicated professionals and empowering them to perform. \* Her passion for the cause is her best leadership trait. \* Has demonstrated the ability to lead SCF. While overall attendance has declined during the pandemic, it has begun to level-out. Programs, such as TRIO, workforce attainment & targeting growth sectors in zip code areas and Hispanic populations have assisted with attendance. \* Has the respect of the Board of Trustees, staff and the faculty. Her leadership was excellent through the Covid issues and the rapidly shifting needs of the community.

**Board-President Relationship**

Keeps Board informed on issues and concerns reading SCF in a timely manner. \* Goes out of her way to make time to answer questions. Although we are not always in agreement she listens and explains her point of view. She is always prepared and handles questions in a professional manner. \* BOT are regularly engaged & communication is consistent and clear. Always available & open to board suggestions. \* Transparent & Professional \* Effectively communicates with the Board. Attempts to connect monthly-suggest - I scheduling 10 minute meetings in advance.



### External-President Relationships

Very strong area - presents the very best of the college as she represents us in the community. \* She leverages the marketing dept. & its resources to promote the SCF brand and reputation in multiple channels. She has created a culture of collaboration with other community organizations & local stakeholders. \* Engages with community. \* Not only a leader within the college "boundaries", but she leads outside as well. She is highly respected by almost all. Additionally, many of the programs spoken about in leadership section are the exact reason for the respect. She is an advocate for growing our region and directly influences the fulfillment of the growth with program initiatives.

### Administrative Effectiveness

Staff all seem to be partners in her vision, a very large plus. Effective, creative & on task. \* I know it may be slightly removed from timing, but SCF's efforts to manage COVID-19 during and after the pandemic, its Return to Campus Task Force that was created to allow employees and students to safely return to campus and the creation of a schedule that let students choose how they wanted to attend classes were all wonderful examples of Carol's leadership. Everyday Carol works with her leadership team to keep SCF In front of issues and growing in the proper disciplines.

### Legislative Effectiveness

Has an excellent relationship with local legislators and conveys to them the needs of SCF which is proven by the support we have received over the years. \* The accumulation of the assets which we have no dept is a tribute to her ability to effect legislative dealings. \* Successful in securing funding this session for several special initiatives and in securing approval for a 4-year degree in education, as well as proposing a funding model to the FCS. \* Communicates how SCF is a key component to solving many problems. \* Legislative pressures have existed more that ever coming out of the pandemic. Carol has remained focused on securing funding on much needed programs and projects. This effort has been greatly led by Brian Thomas who has left the college. Carol has managed Brian perfectly, but his connections will be missed. I believe SCF needs someone strong in Tallahassee to replace Brian. Carol will need to use this opportunity to strengthen our connection to legislature both locally and more importantly with those from outside our county's boundaries. \* This should not be part of a President's evaluation is it is largely out of his or her control.

### Mission Effectiveness


Has successfully created & completed goals that effect the mission of SCF continually over the years. \* The goals she & the board set were important and not easy to accomplish. For the most part she has achieved them. \* Sharply focused on the needs of the community & providing opportunities for both students and local businesses that are dealing with difficult workforce shortages. \* The best! \* Our mission: to be guided by measurable standards of institutional excellence, providing engaging and accessible learning environments that result in student success and community prosperity. SCF has maintained programs in nursing, dental hygiene, veteran services. and multiple career programs. Additionally, Carol and the SCF management team have brought forth new programs, degrees and community collaborations that will assist in fulfilling our mission long into the future. \* Maintains a steady priority on SCF's role in the broader community and is able to lead the staff and faculty in quickly meeting changing needs in the marketplace.

## Fiscal Management

Has created an accounting team that has continued to provide financial information & audits in an exemplary fashion. \* Three beautiful campuses with plans to expand and no debt - not bad. \* A Trustee's big responsibility & I have zero issues. \* Over my 4 years on the Board, Carol has managed the financial position perfectly. With pressures from legislative changes. multiple construction projects(some large) and covid. SCF has continued to perform financially. This lies also with an incredible team of professionals that Carol has managed perfectly as well. Additionally, in unprecedented time, the SCF Foundation continues to raise funds towards scholarship and capital improvements. This ability to raise in difficult times comes directly from the top: Donors are very comfortable at the position of SCF This is a direct reflection of Management.

Tracy Knight

Board Chair



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Signature & Date

**Review of Part II (B): Evaluations of Employment Practices  
(Completed by Division of Florida Colleges)**

| Requirement                                                                                                                                                    | Response    | Comments | Action |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|----------|--------|
| Does the report include a summary of the results of the annual evaluation of the college president in achieving the annual and long-term goals and objectives? | Select one. |          |        |
| Does the report include the date of the most recent presidential evaluation?                                                                                   | Select one. |          |        |

**C. Additional Requirements**

The college should complete the following related to additional processes required by section 1012.86, F.S.

1) The college maintains diversity and balance in the sex and ethnic composition of the selection committee for each vacancy. **Make a selection:** Yes

Include a brief description of guidelines used for ensuring balanced and diverse membership on selection and review committees.

**Response:** In our Appointment of Personnel procedure (2.06.01), it is outlined that a committee is to be used for all professional, administrative and faculty positions. The procedure states that the composition of these committees will be diverse in terms of representation. Each committee has a Human Resource Liaison who has responsibility of ensuring the committee is made up of diverse representation, the committee procedures are conducted fairly and equitably, and all qualified candidates are given equal treatment without discrimination or bias.

2) Briefly describe the process used to grant continuing contracts.

**Response:** Faculty are eligible to apply for continuing contract in either their 5<sup>th</sup>, 6<sup>th</sup> or 7<sup>th</sup> year of employment. Along with that application, faculty submit a portfolio that documents their teaching effectiveness (performance appraisals, student evaluations, course materials, etc.), their professional development, and their service to the College (department, division, college or community). This portfolio is reviewed by the faculty member's immediate supervisor, an administrator (typically an assistant dean or dean), the executive vice president/provost, and the president. If approved, the president then makes a recommendation to the BOT (who signals their approval or disapproval).

3) Briefly describe the process used to annually apprise each eligible faculty member of progress toward attainment of continuing contract status for specified populations.

**Response:** Each faculty member is evaluated on an annual basis and included on this evaluation instrument is a section devoted to supervisor comments as they relate to the status of those who are on track to apply for continuing contract. Moreover, the appraisal instrument includes sections devoted to exactly those items required in the portfolio described above: teaching effectiveness, professional development, and service to the College.

4) Briefly describe the college’s budgetary incentive plan to support and ensure the attainment of employment equity accountability goals. Include how resources will be allocated to support the implementation of strategies and the achievement of goals in a timely manner.

**Response:** The College funds employment initiatives supporting various recruiting tactics, such as the utilization of job boards and job fairs. Additionally, funding is provided to committees and clubs that support the college community. The college provides faculty professional development funds and tuition reimbursement programs for continuing education and in-service training, in addition to providing faculty professional development days for further training. Faculty also contribute to the college through participation in college committees and community organizations, which is important in the evaluation process.

5) Salary Information: In the following table, include the salary ranges in which new hires were employed compared to the salary ranges for employees with comparable experience and qualifications as required in section 1012.86(2)(b)(5), F.S. Add additional rows if needed.

*Note: Salary information is requested only for new hires. New hire information can be found in your Fall Staff Survey IPEDS report. Race and sex information are not required; however, the college may choose to include additional information for purposes of diversity analysis.*

|       | Job Classification | # of New Hires* | New Hires* Salary Range | # of Existing Employee(s) with Comparable Experience | Existing Employee* Salary Range |
|-------|--------------------|-----------------|-------------------------|------------------------------------------------------|---------------------------------|
| Row 1 | 211                | 1               | \$56,000                | 22                                                   | \$37,111 - \$58,635             |
| Row 2 | 212                | 3               | \$48,000 - \$61,500     | 35                                                   | \$41,453 - \$65,495             |
| Row 3 | 213                | 2               | \$62,000 - \$65,000     | 14                                                   | \$46,303 - \$73,159             |
| Row 4 | 215                | 2               | \$80,325 - \$88,000     | 13                                                   | \$57,771 - \$91,278             |
| Row 5 | 217                | 1               | \$112,000               | 7                                                    | \$72,078 - \$113,884            |
| Row 6 | A1                 | 2               | \$34,000 - \$35,000     | 12                                                   | \$25,200 - \$36,468             |
| Row 7 | A3                 | 1               | \$51,737                | 28                                                   | \$48,147 - \$54,324             |
| Row 8 | A4                 | 1               | \$66,150                | 20                                                   | \$56,348 - \$63,205             |
| Row 9 | A6                 | 1               | \$61,894                | 15                                                   | \$53,665 - \$91,943             |
|       |                    |                 |                         |                                                      |                                 |

*\*IPEDS definition of New Hires: Includes full-time permanent new hires on the payroll of the institution between November 1, 2021, and October 31, 2022, either for the first time (new to the institution) or after a break in service and who are still on the payroll of the institution as November 1, 2022.*

**Review of Part II(C): Additional Requirements  
(Completed by Division of Florida Colleges)**



| <b>Requirement</b>                                                                                                                                             | <b>Response</b> | <b>Comments</b> | <b>Action</b> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|-----------------|---------------|
| Does the report include a brief description of guidelines used for ensuring balanced and diverse membership on selection and review committees?                | Select one.     |                 |               |
| Does the report provide a summary of the process utilized to grant continuing contracts?                                                                       | Select one.     |                 |               |
| Does the report include a description of the process used to annually apprise eligible faculty of their progress towards attaining continuing contract status? | Select one.     |                 |               |
| Has the college developed a budgetary incentive plan to support and ensure attainment of the goals developed pursuant to section 1012.86, F.S.?                | Select one.     |                 |               |
| Did the college include a summary of the incentive plan?                                                                                                       | Select one.     |                 |               |
| Did the summary include strategic resource allocation?                                                                                                         | Select one.     |                 |               |
| Does the report include a comparison of the salary ranges of new hires to salary ranges for employees with comparable experience and qualifications?           | Select one.     |                 |               |

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**OFFICE OF THE VICE PRESIDENT OF  
FINANCE AND ADMINISTRATIVE SERVICES**

***Julie Martin Jakway, Vice President***

**TO:** State College of Florida, Manatee – Sarasota  
District Board of Trustees

**FROM:** Julie Martin Jakway  
Vice President of Finance and Administrative Services

**SUBJECT:** *Monthly Financial Report – February 2023*

**Two Year Programs**

The report for Two Year Programs presents the Budget and Year-To-Date Revenue and Expense for this fiscal year and last fiscal year as of February 28, 2023.

Student Fees revenue for the current year decreased 0.24% compared to the same period last year. This slight decrease is the result of timing differences related to student fee billings. Other Student Fees revenue increased by 4% over Other Student Fees reported through February of last year. This increase is driven by an increase in Repeat Course Fees, increased application fees, and increased revenue from Lifelong Learning/Workforce Development. Support from Local Government decreased by 4% over Support from Local Government through February of last year. State Support increased by 14% over State Support through February of last year due to increased appropriations for the current fiscal year.

In the category of Expenses, overall Personnel costs are 2% higher as compared to last February. Services expense increased 3% and Materials and Supplies expense increased 16% compared to February of last year. Materials and Supplies expense increase is due to the purchase of specialized software during the current year. Other Current Charges decreased 5% compared to the same category through February of last year. This drop is due to fewer fee waivers as a result of decreased enrollment. Capital Outlay in February was \$35,464 compared to \$117,056 last February, which included the purchase of new passenger and cargo vans.

With this fiscal year 67% complete, personnel costs are at 54% of the amount budgeted for the current year, less than the three-year average of 68% for this time of year. Current expenses represent 44% of the amount budgeted, slightly less than the three-year average of 46% this time of year.

***In summary, with the year 67% complete:***

- Year-To-Date Actual Revenue is 67% of the Adjusted Budget, less than the three-year average of 68% for this time of year.
- Year-To-Date Actual Expense is 44% of the Adjusted Budget, less than the three-year average of 53% for this time of year.
- Revenues are greater and expenses are less than what would be expected as a percentage of budget basis.

**Baccalaureate Programs**

Total Revenue for Baccalaureate Programs consists of Student Fees, Other Student Fees, and Other Revenue. Total Revenue as of February 28, 2023, totaled \$1,179,412, compared to the three-year average of \$1,102,830. Student Fees revenue is \$1,035,319 and Other Student Fees revenue is \$92,764, compared to the three-year average of \$994,135 and \$99,943, respectively, for this time of year. Other Revenue is \$51,329 compared to the three-year average of \$8,753 for this time of year. This increase is largely due to higher interest rates in the current year.

Total Expense for Baccalaureate Programs consists of Personnel and Current expenses. Total Expense is \$712,625, with Personnel totaling \$618,804 and Current Expense totaling \$93,821, compared to the three-year average of \$745,273, \$662,039, and \$83,234, respectively, for this time of year.

On a percentage basis, Total Revenue is 72% of that budgeted compared to the three-year average of 67% for this time of year. Total Expense is 45% of that budgeted, equal to the three-year average for this time of year.

### **Collegiate School – Bradenton Campus**

Total Revenue for Collegiate School – Bradenton Campus consists of Support from Local Government, State Support, Federal Support, and Other Revenue. Total Revenue as of February 28, 2023, totaled \$3,086,311 compared to the three-year average of \$2,553,583. Support from Local Government is \$2,845,703 compared to the three-year average of \$2,356,013 for this time of year. State Support is \$157,797 compared to the three-year average of \$162,067 for this time of year. Federal Support is \$31,965 compared to the three-year average of \$9,878 for this time of year. Other Revenue is \$50,846 compared to the three-year average of \$28,918 for this time of year. This increase is driven by the rise in interest rates in the current fiscal year.

Total Expense for Collegiate School – Bradenton Campus consists of Personnel, Current and Capital Outlay expenses. Total Expense is \$2,629,021, with Personnel totaling \$1,784,989, Current Expense totaling \$693,813 and Capital Outlay expenses totaling \$150,218 during the period. These figures compare to the three-year averages of \$2,165,850, \$1,332,539, \$637,333, and \$195,978, respectively, for this time of year.

On a percentage basis, Total Revenue is 64% of that budgeted, more than the three-year average of 60% for this time of year. Total Expense is 52% of that budgeted, less than the three-year average for this time of year.

### **Collegiate School – Venice Campus**

Total Revenue for Collegiate School – Venice Campus consists of Support from Local Government, State Support, Other Revenue, and Transfers from Other Funds. Total Revenue as of February 28, 2023, was \$1,061,723 compared to \$902,935 during the same period last year. Through February 28, 2023, Support from Local Government is \$1,009,483, State Support is \$42,622, Federal Support is \$1,801 and Other Revenue is \$7,817. Last year's figures were \$808,034, \$28,474, \$64,701, and \$1,726 respectively.

Total Expense for Collegiate School – Venice Campus consists of Personnel, Current and Capital Outlay expenses. Total Expense are \$1,546,735, with Personnel totaling \$787,052 and Current Expense totaling \$255,746. Capital Outlay expenses totaled \$503,937 during the period, largely a result of moving portable classroom buildings from the Bradenton to the Venice campus. These figures compare to \$809,915, \$483,619, \$141,815 and \$184,480, respectively, during the same period last year.

On a percentage basis, Total Revenue is 55% of that budgeted, prior year Total Revenue was 63% for this time of year. Total Expense is 62% of that budgeted, prior year was 31% for this time of year.

State College of Florida  
Two Year Revenue and Expense Comparison Report  
FY 2022-23 vs. FY 2021-22  
Lower Level Programs - Fund 11000

| AC Type Description                    | February 28, 2023 |                   |                   |                            | February 28, 2022 |                   |                   |                            | Percent Change<br>CY YTD Actual/<br>PY YTD Actual |
|----------------------------------------|-------------------|-------------------|-------------------|----------------------------|-------------------|-------------------|-------------------|----------------------------|---------------------------------------------------|
|                                        | Orig Budget       | Adj Budget        | YTD Actual        | YTD Actual /<br>Adj Budget | Orig Budget       | Adj Budget        | YTD Actual        | YTD Actual /<br>Adj Budget |                                                   |
| <b>Revenue</b>                         |                   |                   |                   |                            |                   |                   |                   |                            |                                                   |
| 41 Student Fees                        | 13,334,618        | 13,544,618        | 11,967,293        | 88%                        | 14,900,550        | 14,900,550        | 11,995,748        | 81%                        | 0%                                                |
| 42 Other Student Fees                  | 3,039,243         | 3,238,393         | 2,501,331         | 77%                        | 2,800,718         | 3,082,718         | 2,416,619         | 78%                        | 4%                                                |
| 43 Support From Local Government [1]   | 1,789,423         | 1,789,423         | 1,336,021         | 75%                        | 1,879,686         | 1,879,686         | 1,387,359         | 74%                        | -4%                                               |
| 44 State Support                       | 32,334,055        | 32,334,055        | 17,990,495        | 56%                        | 26,325,874        | 26,325,874        | 15,765,551        | 60%                        | 14%                                               |
| 45 Federal Support                     | 0                 | 26,000            | 21,699            | 83%                        | 3,900,000         | 2,560,000         | 1,083,131         |                            |                                                   |
| 46 Gifts, Private Grants & Contracts   | 0                 | 510,000           | 510,000           | 100%                       | 0                 | 0                 | 0                 |                            |                                                   |
| 47 Sales and Services Department       | 555,362           | 634,880           | 653,561           | 103%                       | 456,972           | 488,972           | 324,126           | 66%                        | 102%                                              |
| 49 Other Revenue [2]                   | 141,817           | 391,817           | 263,785           | 67%                        | 110,455           | 110,455           | 97,460            | 88%                        |                                                   |
| 4A Non-Revenue Receipts [3]            | 298,548           | 298,548           | (0)               | 0%                         | 1,255,548         | 2,597,048         | 2,129,423         | 82%                        | -100%                                             |
| <b>Total : Revenue</b>                 | <b>51,493,066</b> | <b>52,767,734</b> | <b>35,244,184</b> | <b>67%</b>                 | <b>51,629,803</b> | <b>51,945,303</b> | <b>35,199,417</b> | <b>68%</b>                 | <b>0%</b>                                         |
| <b>Grand Total : Revenue</b>           | <b>51,493,066</b> | <b>52,767,734</b> | <b>35,244,184</b> | <b>67%</b>                 | <b>51,629,803</b> | <b>51,945,303</b> | <b>35,199,417</b> | <b>68%</b>                 | <b>0%</b>                                         |
| <b>Expense</b>                         |                   |                   |                   |                            |                   |                   |                   |                            |                                                   |
| <b>Personnel</b>                       |                   |                   |                   |                            |                   |                   |                   |                            |                                                   |
| 51 Salaries-Full Time & Perm Part Time | 23,727,397        | 25,351,136        | 14,322,546        | 56%                        | 24,527,543        | 24,136,528        | 14,146,328        | 59%                        | 1%                                                |
| 52 Other Personnel Exp P/T (Non-Perm)  | 3,743,109         | 3,748,359         | 2,039,346         | 54%                        | 3,809,109         | 3,886,909         | 1,829,124         | 47%                        | 11%                                               |
| 53 Personnel Benefits                  | 12,357,008        | 11,057,119        | 5,317,179         | 48%                        | 11,556,591        | 11,993,307        | 5,276,017         | 44%                        | 1%                                                |
| <b>Total : Personnel</b>               | <b>39,827,514</b> | <b>40,156,615</b> | <b>21,679,071</b> | <b>54%</b>                 | <b>39,893,243</b> | <b>40,016,744</b> | <b>21,251,469</b> | <b>53%</b>                 | <b>2%</b>                                         |
| <b>Current Expense</b>                 |                   |                   |                   |                            |                   |                   |                   |                            |                                                   |
| 61 Services [4]                        | 10,182,279        | 10,413,520        | 5,547,439         | 53%                        | 10,251,215        | 10,254,914        | 5,386,348         | 53%                        | 3%                                                |
| 62 Materials and Supplies              | 3,689,740         | 3,729,107         | 1,930,486         | 52%                        | 3,776,456         | 3,715,377         | 1,671,198         | 45%                        | 16%                                               |
| 63 Other Current Charges [5]           | 4,472,369         | 4,543,377         | 831,354           | 18%                        | 3,012,667         | 3,040,256         | 872,306           | 29%                        | -5%                                               |
| <b>Total : Current Expense</b>         | <b>18,344,388</b> | <b>18,686,004</b> | <b>8,309,278</b>  | <b>44%</b>                 | <b>17,040,338</b> | <b>17,010,547</b> | <b>7,929,653</b>  | <b>47%</b>                 | <b>5%</b>                                         |
| <b>Capital</b>                         |                   |                   |                   |                            |                   |                   |                   |                            |                                                   |
| 71 Capital Outlay                      | 1,029,246         | 1,001,141         | 35,464            | 4%                         | 26,845            | 248,635           | 117,056           | 47%                        | -70%                                              |
| <b>Total : Capital</b>                 | <b>1,029,246</b>  | <b>1,001,141</b>  | <b>35,464</b>     | <b>4%</b>                  | <b>26,845</b>     | <b>248,635</b>    | <b>117,056</b>    | <b>47%</b>                 | <b>-70%</b>                                       |
| <b>Grand Total : Expense</b>           | <b>59,201,148</b> | <b>59,843,759</b> | <b>31,023,813</b> | <b>52%</b>                 | <b>56,960,426</b> | <b>57,275,926</b> | <b>29,298,378</b> | <b>51%</b>                 | <b>6%</b>                                         |

[1] Dual enrollment revenue  
[2] Includes interest and dividends, fines and penalties, bad debt recoveries and miscellaneous revenue  
[3] Includes non-mandatory transfers in, proceeds from fixed asset sales, over and short, lost revenue recovery from CARES  
[4] Includes travel, postage, phone, printing, repairs, service agreements, utilities, advertising, temp svcs, consultants and professional fees, and contractors  
[5] Includes central store, scholarships, fee waivers, bad debt expense, unemployment comp and uninsured losses

State College of Florida  
Two Year Revenue and Expense Comparison Report  
FY 2022-23 vs. FY 2021-22  
Upper Level Programs - Fund 12000

| AC<br>Type Description                 | February 28, 2023                     |                  |                                       |            | February 28, 2022                     |                  |                                       |            | Percent<br>YTD Actual /<br>Adj Budget | Percent<br>YTD Actual /<br>Adj Budget | Percent Change<br>CY YTD Actual/<br>PY YTD Actual |
|----------------------------------------|---------------------------------------|------------------|---------------------------------------|------------|---------------------------------------|------------------|---------------------------------------|------------|---------------------------------------|---------------------------------------|---------------------------------------------------|
|                                        | Orig Budget                           | Adj Budget       | YTD Actual                            | Adj Budget | Orig Budget                           | Adj Budget       | YTD Actual                            | Adj Budget |                                       |                                       |                                                   |
|                                        | Percent<br>YTD Actual /<br>Adj Budget |                  | Percent<br>YTD Actual /<br>Adj Budget |            | Percent<br>YTD Actual /<br>Adj Budget |                  | Percent<br>YTD Actual /<br>Adj Budget |            |                                       |                                       |                                                   |
| <b>Revenue</b>                         |                                       |                  |                                       |            |                                       |                  |                                       |            |                                       |                                       |                                                   |
| 41 Student Fees                        | 1,283,737                             | 1,283,737        | 1,035,319                             | 81%        | 1,368,210                             | 1,368,210        | 1,020,605                             | 75%        | 75%                                   | 1%                                    |                                                   |
| 42 Other Student Fees                  | 123,689                               | 123,689          | 92,764                                | 75%        | 126,173                               | 126,173          | 95,856                                | 76%        | 76%                                   | -3%                                   |                                                   |
| 44 State Support                       | 178,164                               | 178,164          | 0                                     | 0%         | 178,164                               | 178,164          | 0                                     | 0%         | 0%                                    | 0%                                    |                                                   |
| 49 Other Revenue [1]                   | 3,767                                 | 48,767           | 51,329                                | 105%       | 2,897                                 | 2,897            | 1,873                                 | 65%        | 65%                                   | 5%                                    |                                                   |
| <b>Total : Revenue</b>                 | <b>1,589,357</b>                      | <b>1,634,357</b> | <b>1,179,412</b>                      | <b>72%</b> | <b>1,675,444</b>                      | <b>1,675,444</b> | <b>1,118,333</b>                      | <b>67%</b> | <b>67%</b>                            | <b>5%</b>                             |                                                   |
| <b>Grand Total : Revenue</b>           | <b>1,589,357</b>                      | <b>1,634,357</b> | <b>1,179,412</b>                      | <b>72%</b> | <b>1,675,444</b>                      | <b>1,675,444</b> | <b>1,118,333</b>                      | <b>67%</b> | <b>67%</b>                            | <b>5%</b>                             |                                                   |
| <b>Expense</b>                         |                                       |                  |                                       |            |                                       |                  |                                       |            |                                       |                                       |                                                   |
| <b>Personnel</b>                       |                                       |                  |                                       |            |                                       |                  |                                       |            |                                       |                                       |                                                   |
| 51 Salaries-Full Time & Perm Part Time | 728,407                               | 728,407          | 238,896                               | 33%        | 826,011                               | 826,011          | 232,244                               | 28%        | 28%                                   | 3%                                    |                                                   |
| 52 Other Personnel Exp P/T (Non-Perm)  | 367,000                               | 367,000          | 306,680                               | 84%        | 367,000                               | 367,000          | 266,452                               | 73%        | 73%                                   | 15%                                   |                                                   |
| 53 Personnel Benefits                  | 275,679                               | 275,679          | 73,228                                | 27%        | 305,502                               | 305,502          | 62,966                                | 21%        | 21%                                   | 16%                                   |                                                   |
| <b>Total : Personnel</b>               | <b>1,371,086</b>                      | <b>1,371,086</b> | <b>618,804</b>                        | <b>45%</b> | <b>1,498,513</b>                      | <b>1,498,513</b> | <b>561,662</b>                        | <b>37%</b> | <b>37%</b>                            | <b>10%</b>                            |                                                   |
| <b>Current Expense</b>                 |                                       |                  |                                       |            |                                       |                  |                                       |            |                                       |                                       |                                                   |
| 61 Services [2]                        | 25,070                                | 24,668           | 14,832                                | 60%        | 30,650                                | 30,877           | 4,272                                 | 14%        | 14%                                   | 247%                                  |                                                   |
| 62 Materials and Supplies              | 77,765                                | 84,029           | 48,673                                | 58%        | 83,545                                | 83,318           | 49,653                                | 60%        | 60%                                   | -2%                                   |                                                   |
| 63 Other Current Charges [3]           | 115,601                               | 115,601          | 30,317                                | 26%        | 62,736                                | 62,736           | 36,503                                | 58%        | 58%                                   | -17%                                  |                                                   |
| <b>Total : Current Expense</b>         | <b>218,436</b>                        | <b>224,298</b>   | <b>93,821</b>                         | <b>42%</b> | <b>176,931</b>                        | <b>176,931</b>   | <b>90,427</b>                         | <b>51%</b> | <b>51%</b>                            | <b>4%</b>                             |                                                   |
| <b>Grand Total : Expense</b>           | <b>1,589,522</b>                      | <b>1,595,384</b> | <b>712,626</b>                        | <b>45%</b> | <b>1,675,444</b>                      | <b>1,675,444</b> | <b>652,089</b>                        | <b>39%</b> | <b>39%</b>                            | <b>9%</b>                             |                                                   |

[1] Includes interest and dividends, fines and penalties, bad debt recoveries and miscellaneous revenue  
[2] Includes travel, postage, phone, printing, repairs, service agreements, utilities, advertising, temp svcs, consultants and professional fees, and contractors  
[3] Includes central store, scholarships, fee waivers and bad debt expense

**BUDGET AMENDMENT REQUEST  
STATE COLLEGE OF FLORIDA, MANATEE - SARASOTA**

**RESOLUTION NUMBER: Twenty-six (26)  
AMENDMENT NUMBER: Twenty-six (26)**

**FISCAL YEAR: 2022-23  
February 2023**

FUND NAME: CURRENT UNRESTRICTED

FUND NUMBER: 11000

| CATEGORY                  | PRESENT BUDGET | INCREASE        | DECREASE | REVISED BUDGET |
|---------------------------|----------------|-----------------|----------|----------------|
| Beginning Fund Balance    | \$ 11,417,698  | \$              | \$       | \$ 11,417,698  |
| REVENUE                   | 52,585,104     | 130 <a>         |          | 52,585,234     |
| TOTAL TO BE ACCOUNTED FOR | \$ 64,002,802  | \$ 130          | \$ 0     | \$ 64,002,932  |
| SALARIES                  | \$ 40,181,614  | \$ (25,000) <b> | \$       | \$ 40,156,614  |
| CURRENT EXPENSE           | 18,660,874     | 25,130 <c>      |          | 18,686,004     |
| CAPITAL OUTLAY            | 1,001,141      | 0 <d>           |          | 1,001,141      |
| ENDING FUND BALANCE       | 4,159,173      |                 | <e>      | 4,159,173      |
| TOTAL ACCOUNTED FOR       | \$ 64,002,802  | \$ 130          | \$ 0     | \$ 64,002,932  |

JUSTIFICATION:

<a> The \$130 increase in Revenue is due to:  
Increase to revenue for software related to digital collective

|    |            |
|----|------------|
|    | 130        |
| \$ | <u>130</u> |

<b> The \$25,000 decrease in Salaries Expense is due to:  
Decrease in funds due to consulting expense transfer

|    |                 |
|----|-----------------|
|    | (25,000)        |
| \$ | <u>(25,000)</u> |

<c> The \$25,130 increase in Current Expense is due to:  
Increase to budget for software related to digital collective  
Increase in funds due to consulting expense transfer

|    |               |
|----|---------------|
|    | 25,000        |
|    | 130           |
| \$ | <u>25,130</u> |

**BUDGET AMENDMENT REQUEST  
STATE COLLEGE OF FLORIDA, MANATEE - SARASOTA**

**RESOLUTION NUMBER: Twenty-seven (27)  
AMENDMENT NUMBER: Twenty-seven (27)**

**FISCAL YEAR: 2022-23  
February 2023**

FUND NAME: UNEXPENDED PLANT FUND

FUND NUMBER: SEVEN

| CATEGORY                  | PRESENT       |             |            | REVISED       |
|---------------------------|---------------|-------------|------------|---------------|
|                           | BUDGET        | INCREASE    | DECREASE   | BUDGET        |
| Beginning Fund Balance    | \$ 17,965,268 | \$          | \$         | \$ 17,965,268 |
| REVENUE                   | 40,276,138    | <a>         | 183,795    | 40,092,343    |
| TOTAL TO BE ACCOUNTED FOR | \$ 58,241,406 | \$ 0        | \$ 183,795 | \$ 58,057,611 |
| SALARIES                  | \$ 0          | \$          | \$         | 0             |
| CURRENT EXPENSE           | 1,146,586     | 178,428 <b> |            | 1,325,014     |
| CAPITAL OUTLAY            | 29,767,924    | 339,777 <c> |            | 30,107,701    |
| ENDING FUND BALANCE       | 27,326,896    |             | <d>        | 27,326,896    |
| TOTAL ACCOUNTED FOR       | \$ 58,241,406 | \$ 518,205  | \$ 0       | \$ 58,759,611 |

JUSTIFICATION:

<a> The \$183,795 decrease in Revenue is due to:

Return HEERF Fund From Capital to Temporary Staffing

\$ (183,795)  
\$ (183,795)

<b> The \$178,428 net increase in Current Expense is due to:

Service Contracts/Agreements  
Office Materials and Supplies  
Data Software - Adm/Non-Capitalized  
Minor Equipment (100.01 - 999.99)  
Minor Computer Equip(100.01-999.99)

2,280  
7,076  
2,000  
81,632  
85,440  
\$ 178,428

<c> The \$339,777 net increase in Capital Outlay is due to:

Educational Computer Equipment (\$1000-\$4999)  
Office Computer Equipment (\$1000-\$4999)  
Non-Computer Educational Furniture & Equipment (1000-4999)  
Non-Computer Office Furniture & Equipment (1000-4999)  
Educational Furniture and Equipment (5000+)  
Office Furniture and Equipment (5000+)  
General Construction  
Non-Capitalized Repairs/Maintenance/Remodeling

\$ 14,214.00  
(79,142.00)  
25,000.00  
(2,016.00)  
9,342.60  
60,000.00  
(183,138.00)  
495,516.00  
\$ 339,777



**BUDGET AMENDMENT REQUEST  
STATE COLLEGE OF FLORIDA, MANATEE - SARASOTA**

**RESOLUTION NUMBER: Twenty-eight (28)  
AMENDMENT NUMBER: Twenty-eight (28)**

**FISCAL YEAR: 2022-23  
February 2023**

FUND NAME: GENERAL RESTRICTED

FUND NUMBER: TWO

| CATEGORY                  | PRESENT BUDGET | INCREASE      | DECREASE | REVISED BUDGET |
|---------------------------|----------------|---------------|----------|----------------|
| Beginning Fund Balance    | \$ 1,637,477   | \$            | \$       | \$ 1,637,477   |
| REVENUE                   | 15,436,614     | 183,795 <a>   |          | 15,620,409     |
| TOTAL TO BE ACCOUNTED FOR | \$ 17,074,091  | \$ 183,795    | \$ 0     | \$ 17,257,886  |
| SALARIES                  | \$ 4,339,612   | \$ 20,000 <b> | \$       | 4,359,612      |
| CURRENT EXPENSE           | 5,574,194      | 338,795 <c>   |          | 5,912,989      |
| CAPITAL OUTLAY            | 856,101        | 24,800 <d>    |          | 880,901        |
| ENDING FUND BALANCE       | 6,304,183      |               |          | 6,304,183      |
| TOTAL ACCOUNTED FOR       | \$ 17,074,090  | \$ 383,595    | \$ 0     | \$ 17,457,685  |

JUSTIFICATION:

|                                                                |                   |
|----------------------------------------------------------------|-------------------|
| <a> The \$183,795 increase in Revenue is due to:               |                   |
| Return HEERF Fund from Capital to Temporary Staffing           | 21,935            |
| Return HEERF Fund from Capital to Temporary Staffing           | 61,860            |
| Return HEERF Fund from Capital to Temporary Staffing           | 100,000           |
|                                                                | <u>\$ 183,795</u> |
| <b> The \$20,000 net increase in Salaries Expense is due to:   |                   |
| Transfer from Fund Balance to Athletics                        | 20,000            |
|                                                                | <u>\$ 20,000</u>  |
| <c> The \$338,795 increase in Current Expense is due to:       |                   |
| To purchase smart keyboards for ipads                          | 12,860            |
| Return HEERF Fund from Capital to Temporary Staffing           | 183,795           |
| To reverse duplicate budget adjust                             | (12,860)          |
| Transfer from Fund Balance to Counseling                       | 80,000            |
| Transfer Food Subsidy to Contingency from Fund Balance         | 75,000            |
|                                                                | <u>\$ 338,795</u> |
| <d> The \$24,800 increase in Capital Outlay Expense is due to: |                   |
| Transfer from Fund Balance to Athletic Equipment & Materials   | 24,800            |
|                                                                | <u>\$ 24,800</u>  |

State College of Florida  
Two Year Revenue and Expense Comparison Report  
FY 2022-23 vs. FY 2021-22  
Collegiate School - Bradenton Campus

| AC<br>Type | Description                         | February 28, 2023 |                  |                  |                            | February 28, 2022 |                  |                  |                            | Percent<br>YTD Actual /<br>Adj Budget | Percent<br>YTD Actual /<br>Adj Budget | Percent Change<br>CY YTD Actual /<br>PY YTD Actual |
|------------|-------------------------------------|-------------------|------------------|------------------|----------------------------|-------------------|------------------|------------------|----------------------------|---------------------------------------|---------------------------------------|----------------------------------------------------|
|            |                                     | Orig Budget       | Adj Budget       | YTD Actual       | YTD Actual /<br>Adj Budget | Orig Budget       | Adj Budget       | YTD Actual       | YTD Actual /<br>Adj Budget |                                       |                                       |                                                    |
|            | <b>Revenue</b>                      |                   |                  |                  |                            |                   |                  |                  |                            |                                       |                                       |                                                    |
| 43         | Support From Local Government [1]   | 3,938,551         | 4,216,154        | 2,845,703        | 67%                        | 3,773,276         | 4,015,850        | 2,550,283        | 64%                        |                                       |                                       | 12%                                                |
| 44         | State Support [2]                   | 40                | 150,040          | 157,797          | 105%                       | 271,540           | 271,540          | 41,868           |                            |                                       |                                       | 277%                                               |
| 45         | Federal Support [3]                 | 27,268            | 365,308          | 31,965           | 9%                         | 11,268            | 387,858          | 18,291           | 5%                         |                                       |                                       | 75%                                                |
| 49         | Other Revenue [4]                   | 79,430            | 79,430           | 50,846           | 64%                        | 79,430            | 79,430           | 7,343            |                            |                                       |                                       | 592%                                               |
|            | <b>Total : Revenue</b>              | <b>4,045,289</b>  | <b>4,810,932</b> | <b>3,086,311</b> | <b>64%</b>                 | <b>4,135,514</b>  | <b>4,754,678</b> | <b>2,617,785</b> | <b>55%</b>                 |                                       |                                       | <b>18%</b>                                         |
|            | <b>Grand Total : Revenue</b>        | <b>4,045,289</b>  | <b>4,810,932</b> | <b>3,086,311</b> | <b>64%</b>                 | <b>4,135,514</b>  | <b>4,754,678</b> | <b>2,617,785</b> | <b>55%</b>                 |                                       |                                       | <b>18%</b>                                         |
|            | <b>Expense</b>                      |                   |                  |                  |                            |                   |                  |                  |                            |                                       |                                       |                                                    |
|            | <b>Personnel</b>                    |                   |                  |                  |                            |                   |                  |                  |                            |                                       |                                       |                                                    |
| 51         | Salaries-Full Time & Perm Part Time | 1,834,689         | 2,210,382        | 1,335,574        | 60%                        | 1,672,826         | 1,991,791        | 1,005,956        | 51%                        |                                       |                                       | 33%                                                |
| 52         | Other Personnel Exp P/T (Non-Perm)  | 59,520            | 75,520           | 27,313           | 36%                        | 74,520            | 75,520           | 60,518           | 80%                        |                                       |                                       | -55%                                               |
| 53         | Personnel Benefits                  | 732,988           | 732,988          | 422,103          | 58%                        | 752,885           | 752,885          | 358,872          | 48%                        |                                       |                                       | 18%                                                |
|            | <b>Total : Personnel</b>            | <b>2,627,197</b>  | <b>3,018,890</b> | <b>1,784,989</b> | <b>59%</b>                 | <b>2,500,231</b>  | <b>2,820,196</b> | <b>1,425,346</b> | <b>51%</b>                 |                                       |                                       | <b>25%</b>                                         |
|            | <b>Current Expense</b>              |                   |                  |                  |                            |                   |                  |                  |                            |                                       |                                       |                                                    |
| 61         | Services [5]                        | 1,082,540         | 1,177,341        | 468,928          | 40%                        | 1,113,477         | 1,259,795        | 454,577          | 36%                        |                                       |                                       | 3%                                                 |
| 62         | Materials and Supplies              | 269,155           | 282,160          | 224,886          | 80%                        | 367,342           | 302,108          | 241,916          | 80%                        |                                       |                                       | -7%                                                |
|            | <b>Total : Current Expense</b>      | <b>1,351,695</b>  | <b>1,459,501</b> | <b>693,813</b>   | <b>48%</b>                 | <b>1,480,819</b>  | <b>1,561,902</b> | <b>696,492</b>   | <b>45%</b>                 |                                       |                                       | <b>0%</b>                                          |
|            | <b>Capital</b>                      |                   |                  |                  |                            |                   |                  |                  |                            |                                       |                                       |                                                    |
| 71         | Capital Outlay                      | 274,508           | 608,661          | 150,218          | 25%                        | 292,241           | 539,799          | 313,720          | 58%                        |                                       |                                       | -52%                                               |
|            | <b>Total : Capital</b>              | <b>274,508</b>    | <b>608,661</b>   | <b>150,218</b>   | <b>25%</b>                 | <b>292,241</b>    | <b>539,799</b>   | <b>313,720</b>   | <b>58%</b>                 |                                       |                                       | <b>-52%</b>                                        |
|            | <b>Grand Total : Expense</b>        | <b>4,253,400</b>  | <b>5,087,052</b> | <b>2,629,021</b> | <b>52%</b>                 | <b>4,273,290</b>  | <b>4,921,897</b> | <b>2,435,558</b> | <b>49%</b>                 |                                       |                                       | <b>8%</b>                                          |

[1] Includes revenue from Manatee County school district  
 [2] Includes capital funding from Manatee County school district  
 [3] Includes grant revenue  
 [4] Includes interest and dividend, teacher supply funds and Best & Brightest Scholarships awarded by Manatee County school board.  
 [5] Includes travel, postage, printing, lease, insurance, contracted services (including DE), and professional fees

State College of Florida  
Two Year Revenue and Expense Comparison Report  
FY 2022-23 vs. FY 2021-22  
Collegiate School - Venice Campus

| AC<br>Type Description                 | February 28, 2023 |                  |                  |                            |                             | February 28, 2022 |                |            |                            |                             |  |  |  |
|----------------------------------------|-------------------|------------------|------------------|----------------------------|-----------------------------|-------------------|----------------|------------|----------------------------|-----------------------------|--|--|--|
|                                        | Orig Budget       | Adj Budget       | YTD Actual       | Percent                    |                             | Orig Budget       | Adj Budget     | YTD Actual | Percent                    |                             |  |  |  |
|                                        |                   |                  |                  | YTD Actual /<br>Adj Budget | YTD Actual /<br>Orig Budget |                   |                |            | YTD Actual /<br>Adj Budget | YTD Actual /<br>Orig Budget |  |  |  |
| <b>Revenue</b>                         |                   |                  |                  |                            |                             |                   |                |            |                            |                             |  |  |  |
| 43 Support From Local Government [1]   | 1,661,312         | 1,495,055        | 1,009,483        | 68%                        | 1,408,550                   | 1,079,860         | 808,034        | 75%        | 25%                        |                             |  |  |  |
| 44 State Support [2]                   | 0                 | 58,376           | 42,622           | 73%                        | 0                           | 31,205            | 28,474         | 91%        | 50%                        |                             |  |  |  |
| 45 Federal Support [3]                 | 15,000            | 210,558          | 1,801            | 1%                         | 128,674                     | 193,125           | 64,701         | 34%        | -97%                       |                             |  |  |  |
| 49 Other Revenue [4]                   | 1,817             | 9,817            | 7,817            | 80%                        | 0                           | 1,749             | 1,726          | 99%        | 353%                       |                             |  |  |  |
| 4A Non-Revenue Receipts                | 3,274             | 169,274          | 0                | 0%                         | 0                           | 135,000           | 0              | 0%         | 18%                        |                             |  |  |  |
| <b>Total : Revenue</b>                 | <b>1,681,403</b>  | <b>1,943,080</b> | <b>1,061,723</b> | <b>55%</b>                 | <b>1,537,224</b>            | <b>1,440,939</b>  | <b>902,935</b> | <b>63%</b> | <b>18%</b>                 |                             |  |  |  |
| <b>Grand Total : Revenue</b>           | <b>1,681,403</b>  | <b>1,943,080</b> | <b>1,061,723</b> | <b>55%</b>                 | <b>1,537,224</b>            | <b>1,440,939</b>  | <b>902,935</b> | <b>63%</b> | <b>18%</b>                 |                             |  |  |  |
| <b>Expense</b>                         |                   |                  |                  |                            |                             |                   |                |            |                            |                             |  |  |  |
| <b>Personnel</b>                       |                   |                  |                  |                            |                             |                   |                |            |                            |                             |  |  |  |
| 51 Salaries-Full Time & Perm Part Time | 890,246           | 915,392          | 583,532          | 64%                        | 620,775                     | 577,275           | 344,976        | 60%        | 69%                        |                             |  |  |  |
| 52 Other Personnel Exp P/T (Non-Perm)  | 25,000            | 37,960           | 9,353            | 25%                        | 6,000                       | 25,000            | 18,461         | 74%        | -49%                       |                             |  |  |  |
| 53 Personnel Benefits                  | 349,599           | 387,677          | 194,166          | 50%                        | 246,162                     | 246,362           | 120,182        | 49%        | 62%                        |                             |  |  |  |
| <b>Total : Personnel</b>               | <b>1,264,845</b>  | <b>1,341,029</b> | <b>787,052</b>   | <b>59%</b>                 | <b>872,937</b>              | <b>848,637</b>    | <b>483,619</b> | <b>57%</b> | <b>63%</b>                 |                             |  |  |  |
| <b>Current Expense</b>                 |                   |                  |                  |                            |                             |                   |                |            |                            |                             |  |  |  |
| 61 Services [5]                        | 312,664           | 407,252          | 90,686           | 22%                        | 400,328                     | 242,473           | 66,034         | 27%        | 37%                        |                             |  |  |  |
| 62 Materials and Supplies              | 213,138           | 219,003          | 165,060          | 75%                        | 250,478                     | 288,777           | 75,781         | 26%        | 118%                       |                             |  |  |  |
| <b>Total : Current Expense</b>         | <b>525,802</b>    | <b>626,255</b>   | <b>255,746</b>   | <b>41%</b>                 | <b>650,806</b>              | <b>531,250</b>    | <b>141,815</b> | <b>27%</b> | <b>80%</b>                 |                             |  |  |  |
| <b>Capital</b>                         |                   |                  |                  |                            |                             |                   |                |            |                            |                             |  |  |  |
| 71 Capital Outlay                      | 516,192           | 532,317          | 503,937          | 95%                        | 240,346                     | 1,272,920         | 184,480        | 14%        | 173%                       |                             |  |  |  |
| <b>Total : Capital</b>                 | <b>516,192</b>    | <b>532,317</b>   | <b>503,937</b>   | <b>95%</b>                 | <b>240,346</b>              | <b>1,272,920</b>  | <b>184,480</b> | <b>14%</b> | <b>173%</b>                |                             |  |  |  |
| <b>Grand Total : Expense</b>           | <b>2,306,839</b>  | <b>2,499,601</b> | <b>1,546,735</b> | <b>62%</b>                 | <b>1,764,089</b>            | <b>2,652,807</b>  | <b>809,915</b> | <b>31%</b> | <b>91%</b>                 |                             |  |  |  |

[1] Includes revenue from Sarasota County school district

[2] Includes capital funding from Sarasota County school district

[3] Includes grant revenue

[4] Includes interest and dividends revenue

[5] Includes travel, postage, printing, lease, insurance, contracted services (including DE), and professional fees

**ACCEPTANCE OF GIFTS AND GRANTS**

It is respectfully requested the District Board of Trustees of State College of Florida, Manatee-Sarasota accept and approve the following gifts and grants.

| <b>February 2023</b>                          |               |                      |
|-----------------------------------------------|---------------|----------------------|
| <u>DONOR/GRANTOR</u>                          | <u>AMOUNT</u> | <u>DESCRIPTION</u>   |
| <b><u>Gifts:</u></b>                          |               |                      |
| No gifts received                             |               |                      |
| <b><u>Grants:</u></b>                         |               |                      |
| United States Department of Education         |               |                      |
| February YTD Revenue                          | 648,150       |                      |
| January YTD Revenue                           | 648,150       |                      |
| Change for Month of February                  | -             | Pell Grant 2021-2022 |
| February YTD Revenue                          | 5,727,065     |                      |
| January YTD Revenue                           | 5,727,065     |                      |
| Change for Month of February                  | -             | Pell Grant 2022-2023 |
| <b>Total Received - Gifts</b>                 | -             |                      |
| <b>Total Received (Returned) - Pell Grant</b> | -             |                      |

**PROPERTY DISPOSAL**

(Complete and route to Vice President, Finance &amp; Administrative Services)

Proposed by Nathan Wellman  
NameDate 3/31/2023Manager, Business Operations  
Title

| DESCRIPTION OF ITEM  | DECAL  | PURCHASE PRICE | PURCHASE DATE | REASON FOR DISPOSAL | METHOD OF DISPOSAL |
|----------------------|--------|----------------|---------------|---------------------|--------------------|
| Sony Camcorder       | 023507 | \$1,659.00     | 11/19/2001    | Obsolete            | E-Scrap            |
| U Shaped Workstation | 024468 | \$1,686.24     | 10/27/2002    | Replaced            | GovDeals           |
| Mediatech Lectern    | 024593 | \$1,350.00     | 1/30/2003     | Replaced            | GovDeals           |
| Cisco 24-Port Switch | 024993 | \$2,495.00     | 8/20/2003     | Obsolete            | E-Scrap            |
| Cisco 24-Port Switch | 024994 | \$2,495.00     | 8/20/2003     | Obsolete            | E-Scrap            |
| Cisco 48-Port Switch | 025527 | \$1,835.35     | 7/15/2004     | Obsolete            | E-Scrap            |
| Cisco Router         | 026747 | \$5,892.00     | 3/28/2007     | Obsolete            | E-Scrap            |
| Promethean Board     | 027427 | \$5,074.34     | 6/4/2008      | Obsolete            | GovDeals           |
| Cisco 24 Port Switch | 027535 | \$2,346.58     | 6/28/2009     | Obsolete            | E-Scrap            |
| Cisco 48-Port Switch | 027546 | \$3,848.08     | 6/28/2009     | Obsolete            | E-Scrap            |
| Dell Server          | 028375 | \$8,733.76     | 4/21/2010     | Obsolete            | E-Scrap            |
| Sony Camera          | 029065 | \$3,990.00     | 9/26/2010     | Obsolete            | E-Scrap            |
| OptiPlex 790 Mini    | 030036 | \$819.00       | 3/19/2012     | Obsolete            | E-Scrap            |
| iMac, 21.5"          | 030735 | \$1,249.00     | 4/24/2013     | Obsolete            | E-Scrap            |
| MacBook Pro, 15"     | 031696 | \$1,899.00     | 2/16/2015     | Obsolete            | E-Scrap            |
| Latitude E5540       | 031720 | \$1,196.16     | 2/16/2015     | Obsolete            | E-Scrap            |
| Mac Mini             | 031938 | \$1,148.00     | 5/31/2015     | Obsolete            | E-Scrap            |
| Arcadia Loveseat     | 032001 | \$1,045.67     | 9/2/2015      | Replaced            | GovDeals           |
| iPad Air 2, 9.7"     | 032039 | \$574.00       | 10/14/2015    | Obsolete            | E-Scrap            |
| iPad Air 2, 9.7"     | 032047 | \$574.00       | 10/14/2015    | Obsolete            | E-Scrap            |
| iPad Air 2, 9.7"     | 032226 | \$440.00       | 1/12/2016     | Obsolete            | E-Scrap            |
| iPad Air 2, 9.7"     | 032265 | \$519.99       | 3/8/2016      | Obsolete            | E-Scrap            |
| OptiPlex 5040        | 032682 | \$879.73       | 10/31/2016    | Obsolete            | E-Scrap            |
| OptiPlex 5041        | 032687 | \$879.73       | 10/31/2016    | Obsolete            | E-Scrap            |
| OptiPlex 5042        | 032690 | \$879.73       | 10/31/2016    | Obsolete            | E-Scrap            |
| OptiPlex 5043        | 032691 | \$879.73       | 10/31/2016    | Obsolete            | E-Scrap            |
| OptiPlex 5044        | 032695 | \$879.73       | 10/31/2016    | Obsolete            | E-Scrap            |
| OptiPlex 5045        | 032697 | \$879.73       | 10/31/2016    | Obsolete            | E-Scrap            |
| iPad Air 2, 9.7"     | 032852 | \$340.99       | 3/26/2017     | Obsolete            | E-Scrap            |
| Latitude E5470       | 032889 | \$1,081.10     | 3/26/2017     | Obsolete            | E-Scrap            |
| Latitude 3470        | 033171 | \$666.99       | 7/13/2017     | Obsolete            | E-Scrap            |
| OptiPlex 7010        | 031089 | \$1,008.54     | 4/9/2014      | Obsolete            | E-Scrap            |
| Surface Pro          | 033478 | \$919.08       | 2/8/2018      | Obsolete            | E-Scrap            |
| MacBook Pro, 15"     | 033800 | \$1,799.00     | 6/10/2018     | Obsolete            | E-Scrap            |
| Latitude 5490        | 034307 | \$1,120.00     | 5/21/2019     | Obsolete            | E-Scrap            |

# PROPERTY DISPOSAL

(Complete and route to Vice President, Finance & Administrative Services)

Nathan Wellman Digitally signed by Nathan Wellman  
Date: 2023.03.31 09:21:31 -04'00'

Proposer \_\_\_\_\_ Date \_\_\_\_\_

*Rebecca Prida*

Business Services Administrator \_\_\_\_\_ Date \_\_\_\_\_

*Julia Jakway*  
Julia Jakway (Apr 2, 2023 12:34 EDT)

Signature of Vice President, Finance & Administrative Services \_\_\_\_\_ Date \_\_\_\_\_

| State College of Florida<br>Current Capital Projects With Budgets<br>over \$150,000 as of April 2023 | Board of Trustee<br>Approved Budget | Date Board<br>Approved<br>Budget | Source of Funds         | Project Justification | Total Estimated<br>Project Expense<br>Includes all Hard<br>and Soft costs | Remaining Budget<br>Column C minus<br>Column F | Comments   |
|------------------------------------------------------------------------------------------------------|-------------------------------------|----------------------------------|-------------------------|-----------------------|---------------------------------------------------------------------------|------------------------------------------------|------------|
| <b>FY23</b>                                                                                          |                                     |                                  |                         |                       |                                                                           |                                                |            |
| Hurricane Ian Repairs, Venice Campus                                                                 | 354,020                             | 1/31/2023                        | Insurance Claim         | Hurricane Damage      | 354,020                                                                   |                                                | In Process |
| Hurricane Ian Repairs, Bradenton & Venice Campus                                                     | 413,709                             | 1/31/2023                        | Insurance Claim         | Hurricane Damage      | 413,709                                                                   |                                                | In Process |
| Venice Science Building                                                                              | 5,800,000                           | 4/26/2022                        | PECO, Fund Balance      | Capacity              | 5,800,000                                                                 | -                                              | In Process |
| HVAC Upgrades, Indoor Air Quality                                                                    | 5,908,607                           | 3/29/2022                        | HEERF                   | Health/Def. Maint.    | 5,908,607                                                                 | -                                              | In Process |
| Fire Alarm Upgrades, Collegewide                                                                     | 787,121                             | 9/27/2022                        | \$8.2M State CARES, CIF | Life Safety           | 787,121                                                                   |                                                | In Process |
| Stage Lift Replacement & Restroom Remodel                                                            | 674,100                             | 5/25/2021                        | Fund Balance            | Deferred Maint.       | 674,100                                                                   |                                                | In Process |
| Radiography X-Ray Machine                                                                            | 681,040                             | 10/25/2022                       | Fund Balance            | Deferred Maint.       | 681,040                                                                   |                                                | In Process |
| Collegiate School Floor Replacement, Bradenton                                                       | 375,000                             | 12/13/2022                       | Collegiate School PECO  | Deferred Maint.       | 375,000                                                                   |                                                | In Process |
| 26 West Center Building, EDC Office Suite                                                            | 343,000                             | 1/31/2023                        | Grant, Fund Balance     | EDC Lease             | 343,000                                                                   |                                                | In Process |
| Elevator Upgrades, Collegewide                                                                       | 1,040,000                           | 6/28/2022                        | \$8.2M State CARES      | Life Safety           | 1,040,000                                                                 |                                                | In Process |
| Restroom Upgrades & ADA Door Operators, Collegewide                                                  | 910,000                             | 5/25/2021                        | CIF, Fund Balance       | Deferred Maint.       | 910,000                                                                   |                                                | In Process |
| Classroom A/V Upgrade, Collegewide                                                                   | 1,000,000                           | 10/25/2022                       | Fund Balance            | Def. Maint/Academic   | 1,000,000                                                                 |                                                | In Process |
| Subtotal FY23                                                                                        | 18,286,596                          |                                  |                         |                       | 18,286,596                                                                |                                                |            |
| <b>FY24</b>                                                                                          |                                     |                                  |                         |                       |                                                                           |                                                |            |
| Bradenton Site Improvements                                                                          | 708,000                             | 5/25/2021                        | CIF                     | Drainage/Safety       | 708,000                                                                   |                                                | FY24       |
| Building Maintenance Collegewide: Roof, Floor, Painting                                              | 450,000                             | 5/25/2021                        | CIF, CO&DS              | Deferred Maint.       | 450,000                                                                   |                                                | FY24       |
| Roof Coatings, Collegewide                                                                           | 1,535,000                           | 6/28/2022                        | \$8.2M State CARES      | Deferred Maint.       | 1,535,000                                                                 |                                                | FY24       |
| Building Deferred Maintenance, Buildings 17,29,300,500                                               | 2,270,000                           | 6/28/2022                        | \$8.2M State CARES      | Deferred Maint.       | 2,270,000                                                                 |                                                | FY24       |
| HVAC Deferred Maintenance, Buildings 17,26                                                           | 2,658,776                           | 6/28/2022                        | \$8.2M State CARES      | Deferred Maint.       | 2,658,776                                                                 |                                                | FY24       |
| Subtotal FY24                                                                                        | 7,621,776                           |                                  |                         |                       | 7,621,776                                                                 |                                                |            |
| Subtotal FY23                                                                                        | 18,286,596                          |                                  |                         |                       | 18,286,596                                                                |                                                |            |
| Subtotal                                                                                             | 25,908,372                          | FY23&24                          |                         |                       | 25,908,372                                                                |                                                |            |

