

**DISTRICT BOARD OF TRUSTEES
LAKE-SUMTER STATE COLLEGE**

Leesburg, Sumterville, Clermont

February 22, 2017

The regular meeting of the District Board of Trustees, Lake-Sumter State College, was called to order at 5:05 p.m. on February 22, 2017 in the Board Room on the Leesburg Campus, by Mr. Kelly Rice, Board Chairman. In attendance was Mr. Scott Blankenship, Mrs. Jennifer Hill, Mr. Bret Jones, Ms. Marcia Butler, Tim Morris, Kelly Rice and Mr. Pete Wahl.

Mr. Rice welcomed those in attendance and invited them to join in the Pledge of Allegiance followed by a moment of silence.

PUBLIC COMMENT - There was no Public Comment.

(The Board took a dinner break at – 5:55 p.m. The meeting was reconvened at – 6:15 p.m.)

INTRODUCTIONS OF

LSSC Staff for the Sumter Center introduced themselves and gave a brief description of what they do and how they assist our students. Dr. Richard Morrill, Librarian, Nancy Park, Math Emporium Coordinator, Julia Sweitzer, Professor of Business, and Kairise Conwell, Career Advisor.

PRESENTATIONS OF

Dr. Ryan Tomasiewicz, Director of the Health Science Collegiate Academy updated the District Board of the Board members on the current student selection process and the program. After a lengthy discussion on expectations of the program the board thanked Ryan for his presentation.

Cynthia Nash, AFC Chapter President updated the District Board of Trustees on what we are currently doing to support the Association of Florida Colleges. It provides professional development, education, and leadership opportunities to its members. Currently out of 275 members LSSC has 190.

Heather Elmatti, Assistant Professor reported on a TedxLSSC event that will focus on the theme of “Inciting Innovation”. The event will be held on September 15 in the Paul P. Williams Fine Arts Auditorium.

CONSENT CONSIDERATIONS- ACTIONS and ACKNOWLEDGEMENTS

Mr. Jones moved and Mr. Morris seconded the motion to approve as presented agenda items number 18 through 24 as follows:

Minutes of February 22, 2017 Regular Board Meeting

2017-18

The motion was passed with the following vote: Voting “yea” – Blankenship, Butler, Hill, Jones, Morris, Rice and Wahl.

Curriculum Revisions

2017-19

Dr. Wymer gave a brief explanation of why several courses were being recommended for deletion and corrections. It was recommended that the Board of Trustees approve the Curriculum Revisions from November 2016 and January 2017. The motion was passed with the following vote: Voting “yea” – Blankenship, Butler, Hill, Jones, Morris, Rice and Wahl.

Human Resources Transactions

2017-20

Appointments of:

James Jackson (effective date 8-16-2017)
Luis Ortiz (effective date 8-16-2017)
Pamela Fletcher (effective date 8-16-2017)
Caitlin Moore (effective date 1-23-2017)
Shaun Word (effective date 2-5-2017)
Juan Vazques-Massini (effective date 2-6-2017)

Resignations of:

Dave Martin (effective date 1-27-2017)
Linda Mounts (effective date 2-3-2017)
Cristina Redner (effective date 2-14-2017)

Retirement of:

Judy Simpson (effective date 8-19-2017)

LSSC Foundation 2017 Director/Officers

2017-21

Officers:

Lindsay Holt	President
Josh Gonzales	President-Elect
Dick Bowersox	Vice-President
Carl Specci	Treasurer
Lori Farfaglia	Past President
Emily Lee	Trustee Liaison
Jeremy Norton	Faculty Liaison

New Board Members:

Ben Boylson, Attorney
Jenna Emerson, Cemex
Chip Garner, CPA
Shannon Herrera, Montverde Academy

The motion was passed with the following vote: Voting “yea” – Blankenship, Butler, Hill, Jones, Morris, Rice and Wahl.

Monthly Fiscal Report for January 2017

2017-22

Mr. Jones moved and Mr. Morris seconded the motion to accept the Monthly Fiscal Report for the General Operating Fund for the period ending January 31, 2017. The motion was passed with the following vote: Voting “yea” – Blankenship, Butler, Hill, Jones, Morris, Rice, and Wahl.

Facilities Report

2017-23

Mr. Jones moved and Mr. Morris seconded the motion to acknowledge the facilities report for February 2017 and request it be filed “for the record” with the minutes. The motion was passed with the following vote: Voting “yea” – Blankenship, Butler, Hill, Jones, Morris, Rice, and Wahl.

Purchases over \$25,000

2017-24

Mr. Jones moved and Mr. Morris seconded the motion to accept the report of Purchases Over \$25,000 for the period January 1- January 31, 2017. The motion was passed with the following vote: Voting “yea” – Blankenship, Butler, Hill, Jones, Morris, Rice, and Wahl.

SCHEDULED INFORMATION REPORTS

President’s Report

2017-25

Dr. Sidor reviewed some topics of interest:

- ✓ **Senate Bill 2 – Revising performance Metrics for State Colleges and Universities**
The impact on Lake-Sumter State College - The Bill as written would again change the performance based incentives for the State College system. The proposed changes tighten the time to degree measures for both two year and four-year students and in one case link our performance to the ability of our students after transfer to complete a four-year degree in 4 years.
- ✓ **Senate Bill 374 – Governance Changes and Performance**
The impact on Lake-Sumter State College – This bill would rename the Florida College System the Florida Community College System and remove it from the state board of education with the establishment of a community college system board appointed by the governor. This is consistent with Senator Negrons desire to keep the respective components of Florida education in “their lanes”. The proposed legislation also extends the current baccalaureate application and approval process.
- ✓ **BSN-** A letter of support has been received from John Hitt, President UCF in support of the Bachelor of Science degree in Nursing. Each of the four consortium member institutions President signed showing unanimous support.
- ✓ **Funding-** The House of Representatives are taking a very conservation view in terms of the budget for this year and we have been advised to be very mindful about our Legislative Priorities. We have been advised to reduce the size of our budget by 10%. The House, Senate, and Governor are on three different points currently. Due to that we declined to submit our \$20 million dollar request for the Joint use STEM and Business programs with Lake-Technical College.

- ✓ **Fundraising-** We are starting to move forward with joint ventures with The Villages for fundraising efforts.

Vice President's Report:

Doug Wymer

2017-26

- ✓ Lake-Sumter State College was a finalist for the Bellwether Award. Sybil Brown, Department Chair of Mathematics, and the RISE Summer Math Academy team were in the top 10 out of hundreds of nominations for this award in the Instructional Programs and Services category. This is a highly competitive award and the RISE team should be very proud of their successes.
- ✓ On Friday, February 3, 2017 six students from LSSC's Humanities Preservation Society (Humanities Club) attended the Hogtown Medieval Fair in Gainesville, Florida. David Walton, LSSC anthropology professor, and Dr. Michael Morse, LSSC Humanities professor, are the faculty advisors. They spent the day looking at the exhibits and demonstrations of falconing, metallurgy, reenactments of jousting, as well as various other demonstrations at the fair.
- ✓ Approximately 50 students and faculty members gathered together to read a variety of seminal works from the African American literary canon. Faculty member Amber Karlins stated that “there was something deeply hopeful and encouraging about seeing so many people from all walks of life come together to share in a literary tradition that celebrates perseverance, courage, the fight for justice, and the triumph of the human spirit”.
- ✓ We continue working toward the submission of the proposal for the BSN program. We will submit the full proposal on April 29, 2017, which is the 100th day after our NOI was officially accepted by the division office in Tallahassee. This keeps us on track to receive full approval from the Board of Education in early fall of 2017 and to start the program in August of 2018.

Heather Bigard and Claire Brady

- ✓ **Campus Safety & Armed Security-** Claire Brady updated the board on safety and training that has been accomplished over the past year and what we are doing to meet our deadline for armed security in March. Dr. Bigard reported that safety is a top priority and beginning March 30, 2017, all Miller & Miller personnel will carry firearm during their shifts. They are all trained and licensed to carry. This is also a funding priority for the college presidents but currently not funded at this point. A lot of plans are in place and a lot has been done in regards to safety with the colleges own funding and resources. We also have prevention efforts in place. We implemented a text alert system, Sonitrol (electronic doors), and increased camera and video capabilities, and Informacast system. We have increased training efforts by

launching a SAFE LSSC website, AED/CPR, ALiCE (Active Shooter Training), VRAW (Violence Risk Assessment of the Written Word), and SANS cyber training.

Board Executive Committee Report

2017-27

- ✓ Mr. Rice asked that Dr. Ryan Tomasiewicz, Director of the Health Science Collegiate Academy report to the board on a quarterly basis. He wants to insure that the structure is in place for this program to be a success. He asked that the board work towards 100% participation of the 2017 gala.

Foundation Liaison

- ✓ Ms. Emily Lee reported that the foundation has established a working finance committee who developed a very tight operations budget for the next foundation fiscal year due to a lack of past clarity on sources of revenue used to support foundation marketing and outreach. (The college continues to support foundation personnel expenses).
- ✓ The finance committee is developing procedures to assess operational costs to foundation events and activities as a means to develop predictable operational revenue.
- ✓ The conversion from Raisers Edge financials has been without problems and the finance committee is enjoying the additional detail and analysis that Banner provides.
- ✓ Recently the foundation and college support team from finance and IT met with a Raisers Edge consultant to develop a strategy to clean up the donor database, purchase a module for Payment Card Industry (PCI) compliance and take online and electronic payments, and purchase a module for events management that would track revenue, expenses and client data. Future items under consideration and discussion are utilizing the Raisers Edge software as a CRM for the college and Razers Edge to Banner integration.
- ✓ Planning is at full speed for the 32nd annual Gala Auction Saturday, April 15, 2017 sponsored by Ernie Morris Enterprises Inc. Please see the list in your board package if you would like to contribute an item to the live auction.
- ✓ The search for the Associate Vice President of Institutional Advancement and Executive Director of the Foundation is underway with 29 applicants. Selection of ten to twelve applicants and WebEx interviews should to conclude prior to March 10. Onsite interviews will be completed no later than April 22. After discussion with the board attorney it was concluded that one member of the District board of trustees, Emily Lee would serve as the board's observer for WebEx interviews. Lindsey Holt will serve as the Foundation board observer for the WebEx interviews. The onsite

interview schedule will also schedule the Foundation board's executive committee for a separate interview.

Board Attorney's Report

2017-28

- ✓ Board Attorney Anita Geraci-Carver indicated that she had nothing to report to the Board at this meeting.

NEW BUSINESS

INFORMATION: Mid-Year Review/2016-17 Finances

2017-29

- ✓ Vicki Ward reported on the year end projection. First she reported on tuition and fees which are currently down for the spring term of 4%. We also anticipate this running into the summer term. We are expecting Dual Enrollment and our Partnership funds to help cushion the 4% shortfall. We will not use any board reserves to cover the shortfall. Vicki predicts we will come out ok for the year. The motion was passed to accept the Finances/Mid-Year Review with the following vote: Voting "yea" - Blankenship, Butler, Hill, Jones, Morris, Rice, and Wahl.

ACTION: Faculty Rank and Promotion Candidates

2017-30

- ✓ The motion was passed to accept the four candidates Dr. Michael Morse, Jeremy Norton, Nora Rackley, and Alissa Sustarsic for Faculty Rank and Promotion with the following vote: Voting "yea" - Blankenship, Butler, Hill, Jones, Morris, Rice, and Wahl.

ACTION: Summer 2017/Four Day Work Week

2017-31

- ✓ The motion was passed to accept the summer 2017 Four Day Work Week by working 9 hours and 22 minutes per day to make the full 37.5 hour work week with the following vote: Voting "yea" - Blankenship, Butler, Hill, Jones, Morris, Rice, and Wahl.

ACTION: SECOND READING: Level of Naming Opportunities (Ref. Adm. Procedure 1-01/Rule 1.08)

2017-32

- ✓ The meeting was suspended to open up the public hearing to review the recommended changes to Board Rule 1.08 by reducing the current amount to name a new building on any of the LSSC campuses. After a discussion the meeting was reconvened and board action was taken. The motion was passed to accept the changes in the Level of Naming Opportunities. A motion with the following vote: Voting "yea" - Blankenship, Butler, Hill, Jones, Morris, Rice, and Wahl.

INFORMATION ITEMS

For the Boards Review

- ✓ Dr. Sidor made everyone aware that there are documents that outline Senate Bill 2 and Senate Bill 374. There is also information about the Florida Statutes 1001, K-20 Governance of the Florida System Board of Trustees along with our LSSC board attendance roster. He asked that each trustee familiarize themselves with these documents.

OTHER CONSIDERATIONS

As Needed by Chairman/President

- ✓ Chairman Rice reviewed the events on the calendar. He announced that the next Board meeting will be on March 22, 2017 at 5:00 p.m. in the Board Room, Third Floor, Building 2 at the South Lake Campus.

There being no further business, the meeting was adjourned at 7:50 p.m.
Respectfully submitted,

ATTEST:

Kelly S. Rice, Chairman

Stanley M. Sidor, Ed. D.
Secretary/College President

Recording Secretary: Claudia Morris