

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

Leesburg, Sumterville, Clermont

March 28, 2018

The regular meeting of the District Board of Trustees, Lake-Sumter State College, was called to order at 5:00 p.m. on March 28, 2018 in SSB208 on the Leesburg Campus, by Mr. Scott Blankenship, Board Chairman. In attendance was Mr. Bryn Blaise, Mrs. Marcia Butler, Ms. Emily Lee, Jennifer Hill, Bret Jones, Mr. Tim Morris, Mr. Kelly Rice and Mr. Pete Wahl.

Mr. Blankenship 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.

PRESENTATIONS

PTK All-Academic Team

2018-226

Dr. Wymer reported that we had two students named to the All-Academic Team Cheyenne Young and Maya Burnett. Dr. Debra Hicks reported that Maya plans to transfer to UCF and major in Social Work and Cheyenne plans to transfer to Stetson and major in political science and then Stetson Law School and become a criminal prosecutor for the State of Florida.

AFC

2018-227

Cynthia Nash reported on the major events and activities that the chapter has undertaken for 2017-2018. She reported that morale is low on campus and AFC is trying to do random act of kindness activities to aid with this. She also reported that the new slate of officers has been presented and the AFC members will vote on the new executive board in the upcoming few weeks.

(The Board took a dinner break at – 5:15 p.m. The meeting was reconvened at – 5:41 p.m.)

CONSENT CONSIDERATIONS- ACTIONS and ACKNOWLEDGEMENTS (Tab B)

Mr. Wahl and Mr. Jones moved and seconded the motion to approve as presented agenda items number 228 through 232 as follows:

Minutes of February 21, 2018 Regular Board Meeting

2018-228

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

Curriculum Revisions

2018-229

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

Human Resources Transactions

2018-230

Retirements of:

Diane Litten (effective date 05/04/2018)

Carolyn Fonville (effective date 03/16/2018)

Resignation of:

Juan Vazquez-Massini (effective date 02/23/2018)

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

Monthly Fiscal Report for February 2018

2018-231

Mr. Wahl moved and Mr. Jones seconded the motion to acknowledge the monthly fiscal report for February 2018 and request it be filed “for the record” with the minutes.

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

Facilities Update

2018-232

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

SCHEDULED INFORMATION REPORTS (Tab C)

President’s Report

2018-233

Dr. Sidor started with a legislative update and session ended on March 9th. The good news from the session is we avoided a policy bill that was not the best option for us. The bad news is we did not receive any funding for our facilities funding request. We received \$250,000 to fund the RISE Summer Math Academy and we are in hopes we can stretch those funds to last a couple of years.

Senate Bill 540 died in session and Dr. Sidor does not feel it will be brought back. He does have concerns moving forward. He believes the house will come back and look at all college reserves.

The Constitutional Review Commission (CRC) still has several proposals we do not know whether quitting the Florida College system will make the ballot. One version leaves the college system and eliminates the state board which leaves the system board under the department of education and reiterates local control. We would also be eligible for Tier 1 funding.

The CEO Healthcare Executive Roundtable Summit is scheduled for April 6th at Lake Technical College. All three of our local hospital CEO’s are participating. Shannon Elswick is the moderator of this event.

On April 19th we have a FEWC Grant workshop with the Southeast Regional Energy Industry players. This is an offshoot of the changes we are making to our energy line worker program. The meeting will take place at the Sumter Center.

A side by side comparison of changes has been created with the changes to the agreement for the operational agreement for HSCA. The changes are minimal. Dr. Bigard has been working with LCSO and they have agreed with the numbers that should go in the agreement. Dr. Sidor, Diane Kornegay, and Bob McKee have been speaking and have agreed to meet prior to the HSCA meeting on April 4th and build the framework in hopes to bring this to close very quickly.

Vice President's Report:

2018-234

Claire Brady

Dr. Brady reported on:

Enrollment & Student Affairs update

It's hard to believe that we are already 5-6 weeks away from Commencement. Tonight I would like to focus my report on the HSCA Recruitment and Retention workgroup, a spring Commencement update, and information about an upcoming campus safety training.

HSCA Recruitment & Retention Workgroup

Our collaborative workgroup made up of staff from both the College and the school district, remains focused on recruiting and retaining HSCA students; both in the 4 year program and the 2 year program. Since my last report, Dr. Ryan Tomasiewicz and his team have completed in-person interviews with approximately 200 8th grade applicants for the 4 year program. Applications will close for the 2 year program in April after PERT testing. The very first application received for the 2 year program was actually a student from Umatilla High School. Lake County schools is leading PERT college readiness preparation, testing, and remediation in the schools. PERT testing took place in March and as of today, 68 of the 10th graders have tested college-ready. Many of the 25+ who have not yet passed all sections of the PERT, are only a few points or one section away. Students have until the early summer to be college-ready.

Spring Commencement

We have a record number of students who have applied to graduate this spring (approximately 550). We also had a record number of students nominated for the President's Award and to be the student Commencement speaker.

Campus Safety Training

This Friday 3/30/18, we will host Dr. Brian Van Brunt to conduct a faculty/staff training focused on campus violence, mental health, prevention, and threat assessment. Dr. Van Brunt is an expert on campus violence and mental health, Brian Van Brunt is a highly sought-after conference speaker, trainer, and consultant, providing his expertise to colleges, universities, schools, and law enforcement agencies. He has authored, co-authored, and edited dozens of books, articles, whitepapers, and periodicals. Most recently, Brian has been interviewed on national news outlets

(NPR, CNN, etc...) on a regular basis after the tragedy in Parkland, Florida offering his professional experience and insights.

Doug Wymer

Dr. Wymer reported that seven LSSC faculty members have been accepted as presenters for four sessions at the 1st Annual AFC International Conference on College Teaching and Learning. The conference will be on April 4-6, 2018 in Orlando. (Brenda Skoczeles, Heather Elmatti, Amber Karlins, Kristen Chancey, Kevin Arms, Natalie Souders, and Alissa Sustarsic.)

LSSC was contacted by the Florida College System to have a math faculty member present at the Monday, April 9 Math Pathways Convening at St. Petersburg College due to Lake-Sumter's remarkable increase in gateway math course success (2nd highest increase in the state). Ms. Talie Souders will represent us and the Title III grant team on a faculty panel to discuss the course redesign to an emporium delivery method for Intermediate Algebra and College Algebra.

We are currently in the process of getting state approval for the creation of a new 12 credit hour certificate in the line worker program that will provide training necessary for entry into our larger power company partner training programs for line workers and provide an early completion point in the program.

After an extensive nationwide recruitment search, the BSN Program Manager Search Committee recommended two final candidates. Reference checks have been completed, and we will be making an offer of employment to the final candidate for the BSN Program Manager position within the next two days.

Amber Karlins, Kristen Chancey, Kevin Arms, and Scott Hopkins presented at the 10th Academic Excellence Symposium at Daytona Beach State College, with a session titled "Radically Redesigning the ENC1101 Curriculum: An Evidence-Based Approach." This shares their innovative new writing emporium.

Kevin Arms and Scott Hopkins directed two Shakespeare adaptations in early March including *A Midsummer Night's Dream* and *Hamlet*, which were well received and well attended.

Last month, faculty member Amber Karlins spent a week in Hollywood developing the first season of a television series she is writing and also completed some pre-production work on two screenplays that are currently in development. During that time, she had the privilege of working with, and learning from, a number of award-winning filmmakers. To share her experiences, she conducted a presentation/workshop on writing for film and television earlier today.

LTC board has signed the articulation agreements approved last month and we should have the fully executed copies in hand this week.

Heather Bigard

Dr. Bigard reported on:

Finance and Facilities

- Ms. Vicki Ward, Associate Vice President, has tendered her resignation to move back to Texas to be closer to family. Ms. Diana Billingham will continue to serve as Interim Controller.
- Both the finance and financial aid audits are done and will be on the agenda for your acceptance in April.
- The 17-18 budget is still trending in balance. I have requested an analysis of our year-end projections to identify any potential surplus funds for reinvestment.
- The 18-19 zero-based budget development is progressing well. The next steps will include review and balancing the requests with our expected revenue and engaging the LSSC community for discussion.
- Career Source continues to be interested in leasing Building M and is actively working on construction plans. We will be preparing a lease agreement, similar to the one included for Redd Ash, for review and approval.

Safety and Security

- Ms. Nathanson is finalizing our Emergency Operations Plan, and following approval, will be scheduling emergency response training for each campus.
- We have also been approached by the Lake County Sheriff's Office to conduct a mass casualty exercise on our campus this fall. This will give us an opportunity to safely test and improve our response protocols.

Executive Committee

2018-235

Scott Blankenship reported that the Executive Committee met and discussed items on the agenda, the Health Science Collegiate Academy, and Legislative Updates.

HSCA Governance Committee Report

2018-236

The next meeting is scheduled for April 4, 2018 at the South Lake Campus.

Strategic Planning Committee Report

2018-237

Bret Jones reported that the workshop prior to the board meeting was stemmed from the strategic planning meeting in February. Dr. Scott Hopkins conducted the workshop and we did exercises where we listed words, comments, and phrases which we thought should be included in the mission/vision statement.

Facilities Committee Report

2018-238

Pete Wahl reported that the committee met on Tuesday, February 20 and Al Minner with the City of Leesburg was present to give update on their vision for the upcoming future with The Villages expansion down to 48 and across the turnpike.

Sumter Partnership Committee Report

2018-239

Marcia Butler reported that the committee met and discussed the Lake Tech partnerships, Sumter County managers needs survey, updates on the relay tech and line worker program, and our upcoming construction trades partnerships.

Foundation Liaison

2018-240

Emily Lee reported that the LSSC Foundation Shamrock Shuffle was held on March 17 at 5pm on the South Lake Campus. There were 106 participants and for the majority, it was their first time on the LSSC South Lake Campus. There were many of comments from the participants and community members about the excitement to be part of an event to support the college on the Clermont campus.

The Annual Campaign is underway. The Foundation is requesting 100% participation from employees, Foundation Board Directors and the Board of Trustees. It is important to show our outside grant funders and private donors that we support our College! The Foundation Board set a goal of \$100,000 for the campaign. The campaign is currently at \$76,000. The culmination and celebration for the campaign will take place at the gala on April 14. Our board is at 30%. Please make your gift today.

The gala theme this year is Havana Nights. It is scheduled for April 14, 2018 at 5:30pm. The Foundation Board is working hard to secure donations both monetary and in-kind. They are very excited about the direction of this year's event. The fundraising goal for the gala is \$80,000. Thank you to Tim Morris for providing the presenting sponsorship. We truly appreciate Tim and all our sponsors.

Board Attorney's Report

2018-241

Ms. Carver's report is included in the packet and nothing new has been.

NEW BUSINESS (Tab D)

Summer 2018/Four-Day Work Week

2018-242

Dr. Sidor is requesting the approval to allow the college to have a modified summer work schedule starting on May 7 through July 27, 2018 consisting of 37.5 hours per week.

Mrs. Butler made a motion and Mr. Jones seconded and motion carried.

The motion was passed with the following vote: Voting "yea" – Blaise, Blankenship, Butler, Hill, Jones, Lee, Morris, and Rice.

HSCA Governance Board Addition

2018-243

Dr. Sidor explained that Item 243 is a recommendation from the HSCA Governance Committee to add a member to the governance committee for the purpose to help us negotiate the agreement. He asked the board for consent to bring Mr. Bob McKee in for the purpose to help us negotiate the agreement and table the motion for the addition to the HSCA Governance Board.

Mr. Wahl made a motion and Mr. Morris seconded and motion carried.

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

Redd Ash Use Agreement

2018-244

Dr. Bigard reported that the draft of the lease agreement is in each packet. She reviewed some of the key points of the agreement and asked if there were any questions or comments. Mr. Jones made a motion and Mr. Morris seconded and motion carried.

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

INFORMATION ITEMS

For the Boards Review and Information

OTHER CONSIDERATIONS

As Needed by Chairman/President

- ✓ Chairman Blankenship reviewed the events on the calendar. He announced that the next Board meeting will be on April 18, 2018 at 5 p.m. for the regularly scheduled meeting at the South Lake Campus Board Room.

There being no further business, the meeting was adjourned at 6:40 p.m.
Respectfully submitted,

ATTEST:

Scott Blankenship, Chairman

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

Recording Secretary: Claudia Morris