

**DISTRICT BOARD OF TRUSTEES
LAKE-SUMTER STATE COLLEGE
Leesburg, Sumterville, Clermont
Florida**

April 20, 2016

On April 20, 2016, at 5:00 p.m., Board Vice Chairman Scott Blankenship called to order the regular meeting of the District Board of Trustees, Lake-Sumter State College, in the Board Room, 3rd floor of Building 2 at the South Lake Campus, 1250 N. Hancock Road Clermont, FL. Board members in attendance were Mrs. Marcia Butler, Mrs. Jennifer Hill, Mr. Bret Jones arrived at 5:35 p.m., Mr. Timothy Morris, Mr. Pete Wahl and Dr. Stanley Sidor, College President. Board Members Mr. Kelly Rice and Ms. Emily Lee were absent from the meeting. There is a vacancy on the Board due to the expiration of the term of Mrs. Kelly Flores on May 31, 2015. Also in attendance was Board Attorney Anita Geraci-Carver.

Mr. Blankenship welcomed everyone and invited them to join in the Pledge of Allegiance followed by a Moment of Silence.

PUBLIC COMMENT - There was no Public Comment.

INTRODUCTIONS

Prior to the Board Meeting, a reception was held at 4:30 honoring Dr. Cecelia Rivers, Assistant VP/Regional Director/Western Region, University of Central Florida, on her retirement from UCF. Introductions were made by Dr. Cecelia Rivers, Assistant VP/Regional Director/Western Region, University of Central Florida, of faculty and staff at the South Lake Campus. After the introductions, Mr. Blankenship presented Dr. Rivers with a gift from the Trustees and Lake-Sumter State College.

Mr. Thom Kieft, Dean of the South Lake Campus, introduced LSSC faculty and staff who work at the South Lake Campus. Officers of the Student Government Association at the South Lake Campus introduced themselves. They were accompanied by Mrs. Linda Karp, Manager of Student Life, South Lake Campus

PRESENTATIONS

Recognition of Student Government Officers at South Lake Campus

2016-39

Ms. Linda Karp, Manager of Student Life, South Lake Campus, introduced the following Student Government Association officers from the South Lake Campus by asking each one to tell his/her name and opinion of LSSC, what had been their favorite activity this year, as well as degree and career goals:

Pedro Esaki, President; Kamara Watson, Secretary; Omar Powell, Director of Public Relations; Alejandro Hernandez, Treasurer, and Elizabeth Kivelowitz, Director of Education

Because of illness, Shelby Moyer, Director of Social Activities, Sade Valderrama, Vice President, and Kaitlin Canterbury, Fundraiser Director were unable to attend.

National Winners – **2016-40**
LSSC Students Kelly Armstrong, Patricia Delhaye, Erica Dean, and Nancy Harmon
LSSC's Chapter of Society for Advancement of Management (SAM)

The National Winners of the 2016 Society for Advancement of Management Case Competition introduced themselves and gave details of their presentation. Jane Scott, Director of Baccalaureate Programs and Dr. Luis Pizarro, Program Manager and Instructor of BAS-OM were also introduced. They proudly displayed the trophy. It was pointed out that these LSSC students competed and won against students from larger, more well-known colleges and universities in the nation.

CONSENT CONSIDERATIONS – ACTIONS AND ACKNOWLEDGEMENTS

It was moved by Mr. Morris and seconded by Mrs. Butler to approve as presented the Consent Considerations – Actions and Acknowledgements – Items 41 through 48, as follows:

Minutes of March 23, 2016 Regular Meeting **2016-41**

Mr. Morris moved and Mrs. Butler seconded the motion to approve as mailed the minutes for the March 23, 2016 Regular Meeting. The motion was passed with the following vote: Voting “yea” - Blankenship, Butler, Hill, Jones, and Wahl. (Minutes in Supplementary Material).

Curriculum Revisions **2016-42**

Mr. Morris moved and Mrs. Butler seconded the motion to approve the Curriculum Revisions for Academic Year 2016-2017. The motion was passed with the following vote: Voting “yea” - Blankenship, Butler, Hill, Jones, and Wahl. (Revisions in Supplementary Material).

FY 2016-2017 Application/Carl D. Perkins **2016-43**
Federal Career & Technical Education
Postsecondary Grant, Section 132

Mr. Morris moved and Mrs. Butler seconded the motion to approve the submission of an application for the FY 2015-2016 Carl D. Perkins Federal Career & Technical Education Postsecondary Grant, Section 132 in the amount of \$119,581.18 for LSSC and \$2,141 for Sumter County School Board Postsecondary, totaling \$121,732.18. The motion was passed with the following vote: Voting “yea” - Blankenship, Butler, Hill, Jones, and Wahl. (Details in Supplementary Material).

Human Resources Transactions **2016-44**

Mr. Morris moved and Mrs. Butler seconded the motion to approve the following:

Appointments approved by the Board:

Kathleen Sacco as Director of Library Services, effective 5/31/2016

Kathy Ingold as Senior Staff Assistant, Foundation, effective 4/18/2016

Resignations accepted by the Board:

Donna MacDonald, effective 5/30/2016

Emily Cammarano, effective 5/19/2016

Notices of Retirement approved by the Board:

Jane Scott, effective 7/09/2016

Joan Knost, effective 4/30/2016

Thomas Flood, effective 5/31/2016

Marion Kane, effective 6/30/2016

Separation approved by the Board:

Christy Taylor, effective 4/04/2016

The motion passed with the following vote: Voting “yea” - Blankenship, Butler, Hill, Jones, and Wahl. (Details in Supplementary Material).

Write-Off of Tangible Personal Property

2016-45

Mr. Morris moved and Mrs. Butler seconded the motion to approve as presented the Write-Off of Tangible Personal Property which is no longer of use to the College with an original cost of \$554,955.13 for IT items and \$28,869.62 for non-IT items. The motion was passed with the following vote: Voting “yea” – Blankenship, Butler, Hill, Jones, and Wahl. (Details in Supplementary Material).

Monthly Fiscal Report for April 2016

2016-46

Mr. Morris moved and Mrs. Butler seconded the motion to approve as presented the Monthly Fiscal Report of the General Operating Fund for the nine-month period ending March 31, 2016. The motion was passed with the following vote: Voting “yea” – Blankenship, Butler, Hill, Jones, and Wahl. (Report in Supplementary Material).

Facilities Report

2016-47

Mr. Morris moved and Mrs. Butler seconded the motion to acknowledge receipt of the April 2016 Facilities Report and request that it be filed with the minutes. The motion was passed with the following vote: Voting “yea” – Blankenship, Butler, Hill, Jones, and Wahl. (Report in Supplementary Material).

Purchases Over \$25,000

2016-48

Mr. Morris moved and Mrs. Butler seconded the motion to accept the monthly report of Purchases Over \$25,000 signed by the President for the period March 1-31, 2016. The motion was passed with the following vote: Voting “yea” – Blankenship, Butler, Hill, Jones, and Wahl. (Details in Supplementary Material).

SCHEDULED INFORMATION REPORTS

President’s Report

2016-49

- **Vice President for Enrollment and Student Affairs.** Dr. Sidor read his announcement regarding his appointment of Claire Brady to the position of Vice President of Enrollment and Student Affairs. The news was met with a round of applause, and Ms. Brady thanked Dr. Sidor and the Board of Trustees.
- **The Vice President of Academic Affairs Search** is nearing completion with the last candidate being interviewed. Dr. Sidor hopes to have an announcement next week.

- **Partnership with Lake Technical College.** The partnership between LSSC and Lake Technical College is continuing to be developed. Dr. Culpepper and Dr. Sidor are working together on several items.
- **MOU between Lake-Sumter State College and Sumter County Schools.** The MOU between LSSC and Sumter County Schools for the use of our labs is nearing completion.

Vice President Enrollment and Student Affairs:

Ms. Claire Brady reported that enrollment is looking good for summer and fall terms. This is the first time students can enroll for both terms at the same time. Preview Days on all three campuses were well attended. Degree Works” is continuing to track the numbers of students logging in to help themselves research their educational progress toward graduation.

Vice President Academic Affairs:

Dr. Mary Jo Rager reported that the 3rd Annual Partners for Success at Lake Receptions held on April 19 was very well attended. The LSSC Student Expo on April 7 which showcased their programs was a success. Approximately 100 high school students attended The Lineman Appreciation Celebration on April 18 with demonstrations included. Gave a thank you to Dr. Eugene Jones and his staff for the three year NSF Grant totaling almost \$200,000.

Senior Vice President of Business Affairs:

Mr. Dick Scott distributed a drawing by the County in partnership with the City of Clermont and the Native Plant Society of a conceptual plan to beautify the trail along Oakley Seaver Drive. The trees and the maintenance will be provided by the Plant Society. They are asking the College to extend the irrigation system (our drip system) to water the trees. This will be a partnership with all the entities which is in the discussion stage and not to happen until early fall.

He distributed a drawing and a request from Lake County EMS asking to lease the land to build an EMS Station on the South Lake Campus. The Board discussed the merits of the proposal and asked Mr. Scott to get them more information.

He distributed a budget fact sheet for 2016-2017 in preview of next month’s Board Workshop.

He reported that the State Audit of LSSC “Bright Futures Awards” passed without any recommendations. He announced that the Security Task Force has a meeting on May 4th and recommendations will be brought to the May meeting of the Board.

Board Member Reports and Open Discussion

2016-50

Board Member Reports

Mr. Blankenship reported that the Board Executive Committee met on April 12 to review the April 20 Board agenda.

Mrs. Butler reported that the Board Committee on Sumter Workforce Partnership has developed a draft of priorities and, she hopes to present it to the Board at the next meeting.

Open Discussion

There was no topic for open discussion.

Board Attorney's Report

2016-51

Board Attorney Anita Geraci-Carter said she had no matters to report at this time. (Written Report in Supplementary Material)

NEW BUSINESS

Revision of Board Rule 5.13

2016-52

Mr. Jones moved and Mr. Wahl seconded to approve the Revision of Board Rule 5.13. The motion was passed with the following vote: Voting "yea" – Blankenship, Butler, Hill, Jones, and Wahl. (Board Rule in Supplementary Material).

2015-2016 Florida College System Annual Equity Report

2016-53

Equity Officer Christyne Hamilton gave Board members a copy of the updated 2015 Florida College System Annual Equity Report which will be submitted, as required, to the Office of Equity & Civil Rights Compliance, Division of Florida Colleges, Florida Department of Education.

Ms. Hamilton gave a brief PowerPoint presentation. Upon completion of her presentation, Mr. Morris moved and Mrs. Butler seconded to approve as presented the 2015-2016 Florida College System Annual Equity Report and submitted it to the proper authority in Tallahassee. The motion was passed with the following vote: Voting "yea" – Blankenship, Butler, Hill, Jones, and Wahl. (Report in Supplementary Material).

Mr. Blankenship then asked Ms. Hamilton to remain at the front of the Board Room where he read a Resolution honoring her for her years of service to Lake-Sumter State College. The Resolution will be made a part of the Board Minutes as follows:

RESOLUTION HONORING CHRISTYNE BROWN HAMILTON

WHEREAS, Christyne Brown Hamilton was born to and grew up in the culture of a segregated society; and

WHEREAS, Christyne was a motel maid until she availed herself of the opportunity to enroll at the newly established Johnson Junior College, an institution for the African American population of Lake and Sumter Counties, and

WHEREAS, when she saw the advantage granted those who graduated from a community college, she became a formidable advocate and encouraged everyone to enroll in higher education to improve the condition of their lives, and

WHEREAS, because of her education at two community colleges and at various other colleges and universities, Chris advanced her career from Director of Budget and Accounting at Lake-Sumter Community College, to Bureau Chief at the Division of Community Colleges, to Vice President of Seminole Community College, to President of International Community Colleges Business Officials.

WHEREAS, Ms. Hamilton rose from maid to international organization executive, recognizing that the challenges, opportunities and successes of her entire life were hinged on her connection to community colleges - her education, her career, her passion for the advantages offered by open door community colleges, and seeing education as the “great equalizer” and community college education as the “great opportunity.”

NOW, THEREFORE, BE IT RESOLVED, that the District Board of Trustees of Lake-Sumter State College takes this opportunity to salute and congratulate Christyne Brown Hamilton for her service to the College and to the community of those whose lives prospered because of her good counsel.

AND BE IT FURTHER RESOLVED, that the District Board thanks Ms. Hamilton for the impact she has made on the mission of Lake-Sumter State College and showers its everlasting appreciation for her devotion to the cause of education.

April 20, 2016

Kelly S. Rice
Chairman of the Board

Stanley M. Sidor, Ed. D.
Secretary of the Board/College President

First Reading: Revision of Board Rule 6.08 - Auxiliary Enterprises

2016-54

Lodged with the Board for a First Reading was the Revision of Board Rule 6.08 Auxiliary Enterprises. The revisions will be on the May Board Agenda for action. (Revisions in Supplementary Material)

Agreement for Use of Space Between LSSC and Lake Technical College

2016-55

Mr. Morris moved and Mr. Wahl seconded to approve the Agreement for Use of Space between LSSC and Lake Technical College. The motion was passed with the following vote: Voting “yea” – Blankenship, Butler, Hill, Jones, and Wahl. (Details in Supplementary Material).

OTHER CONSIDERATIONS

The evening ended on a very high note with Mr. Blankenship reading a Resolution honoring Joan Knost for her 33 years of service to Lake-Sumter State College. This Resolution will also be made a permanent part of the Board Minutes as follows:

**RESOLUTION HONORING
JOAN C. KNOT**

WHEREAS, on October 4, 1982, Joan C. Knost began her employment at Lake-Sumter State College; and

WHEREAS, Joan Knost continued her exemplary service at the College for the next 33 years, and

WHEREAS, Joan Knost faithfully served five (5) of the six presidents of Lake-Sumter State College; and

WHEREAS, Joan Knost has worked directly with the Trustees for all of the time she has been at Lake-Sumter State College, keeping them well informed and making sure they have the necessary items for their board meetings, committee meetings and conferences; and

WHEREAS, Joan Knost has also had significant roles in many college activities, including the 50th Anniversary of the College, LSSC History Book, and the Hall of Fame Committee to name a few; and

WHEREAS, Joan has been a key point of contact for the legislature, setting appointments in Tallahassee and keeping the lines of communication open; and

WHEREAS, Joan faithfully served for several years as historian of LSSC's Association of Florida College, receiving the Unsung Hero Award in 2007; and

WHEREAS, as a result of her long and exemplary service to Lake-Sumter State College, Joan C. Knost was awarded entry into the 2015 Hall of Fame for LSSC Staff; and

WHEREAS, Joan C. Knost is retiring from Lake-Sumter State College on April 30, 2016, and she is just the best person to work with,

NOW, THEREFORE, BE IT RESOLVED, that the District Board of Trustees and Lake-Sumter State College, gives special thanks and recognition to Special Assistant to the President, Joan C. Knost, for her dedicated and loyal service to Lake-Sumter State College and the District Board of Trustees.

April 2016

Kelly Rice, Chairman
District Board of Trustees

Stanley M. Sidor, Ed.D.
Secretary to the Board/College President

Dr. Sidor presented Joan with a gift from himself and the Board. There were several comments by the Board Members thanking Joan for “taking care of them” and “keeping them straight” throughout the years

As Needed by Chairman/President

Vice Chairman Blankenship drew the Board’s attention to the list of College events during Commencement Week and asked them to sign up to attend them. The next meeting of the Board will be on May 18, 2016 in the Board Room, Leesburg Campus.

There being no further business, the meeting was adjourned at 6:35 p.m.

Respectfully submitted,

ATTEST:

Kelly Rice, Chairman

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

Recording Secretary: Linda C. Holiman