

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

**May 18, 2016**

After a Board Workshop to discuss the 2015-2016 Year-End Projections and the 2016-2017 Preliminary Budget Information, the regular Board meeting was called to order at 5:15 p.m. on May 18, 2016 in the Board Room, Student Services Building, Leesburg Campus by Mr. Kelly Rice, Board Chairman. Board members in attendance were Mr. R. Scott Blankenship, Vice Chairman; Mrs. Marcia Butler, Mrs. Jennifer Hill, Mr. Bret Jones, Ms. Emily Lee, Mr. Peter Wahl and Dr. Stanley Sidor, College President. Also in attendance was Board Attorney Anita Geraci-Carver.

Mr. Rice welcomed everyone to the meeting and asked all to join in the Pledge of Allegiance followed by a Moment of Silence.

**PUBLIC COMMENT** - There was no public comment.

**Athletic Program and Student/Athletes**

**2016-56**

Athletic Director Mike Matulia introduced Coach Rich Billings, head baseball coach and Coach Jay Miller, head softball coach who in turned introduced several members of their respective teams. The coaches told a bit about each student/athlete, recognizing each one's athletic ability, success in the classroom, and service to the community. A photo was taken of the teams with Mr. Rice and Dr. Sidor.

**CONSENT CONSIDERATIONS – ACTIONS AND ACKNOWLEDGEMENTS**

It was moved by Mrs. Butler and seconded by Mr. Jones to approve as presented the Consent Considerations – Actions and Acknowledgements – Items 57 through 62 as follows:

**Minutes of April 20, 2016 Regular Meeting**

**2016-57**

It was moved by Mrs. Butler and seconded by Mr. Jones to approve as mailed the minutes of the April 20, 2016 Regular Meeting. The motion was passed with the following vote: Voting “yea” – Rice, Blankenship, Butler, Hill, Jones, Lee, Rice and Wahl. (Minutes in Supplementary Material)

**Curriculum Revisions**

**2016-58**

It was moved by Mrs. Butler and seconded by Mr. Jones to approve the Curriculum Revisions recommended by the Curriculum Committee and the President. The motion was passed with the following vote: Voting “yea” Rice, Blankenship, Butler, Hill, Jones, Lee, Rice and Wahl. (Revisions in Supplementary Material)

**Human Resources Transactions**

**2016-59**

It was moved by Mrs. Butler and seconded by Mr. Jones

**To approve the appointments of the following faculty (Effective 8-16-2016):**

Matthew Drum as Biology Instructor

**And to approve the appointments of:**

Dr. Douglas Wymer as Vice President, Academic Affairs (Effective 5-31-2016)

Karen Hogans as Associate Dean, Workforce Programs (Effective 5-16-2016)

Kelly Morris as Maintenance Service Worker I (Effective 5-16-2016)

Vance Meisner as Computer Technician (Effective 5-02-2016)

Christopher Julian as Computer Technician (Effective 5-02-2016)

Peter Napoles as Manager, Technical Theatre (Effective 5-02-2016)

**And to accept the notices of retirement from**

Marilee Elias (Effective 6-30-2016)

Christyne Hamilton (Effective 5-16-2016)

Mary Catherine Green (Effective 5-16-2016)

**And to accept the resignations of**

Adam Climer (Effective 5-29-2016)

**And to approve the following Administrators for 239 day annual contracts in 2016-17 for:**

Bryan	Anderson	Director, Admissions
Diana	Billingham	Director, Budget & Business Services
Claire	Brady	Vice-President for Enrollment & Student Affairs
Rosanne	Brandenburg	Executive Director, Institutional Advancement/ Foundation
Mark	Duslak	Director, Student Development
Cynthia	Griffin	Director, Nursing
Douglas	Guiler	Chief Information Officer
Debra	Hampton	Director, Accounting
Karen	Hogans	Associate Dean Workforce
Eugene	Jones	AVP Baccalaureate & Workforce Programs
Thomas	Kieft	Dean of South Lake Campus
David	Martin	Executive Director, Facilities
Michael	Matulia	Director, Athletics
Nancy	Muenzmay	Director, Business Opportunity Centers
Michael	Nathanson	Director, eLearning
Rick	Palmer	Director, Corporate Training & Continuing Education
Francine	Pistilli	Executive Director, Human Resources
Alba	Rodriguez	Registrar
Sacco	Kathleen	Director, Library Services
Carolyn	Scott	Dean of Students
Richard	Scott	Senior Vice-President Business Affairs
Robert	Seigworth	Director/Program Manager ETP
Ryan	Tomasiewicz	Director, Health Sciences Collegiate Academy
Sasheika	Tomlinson	Director, Marketing & College Relations
Vicki	Ward	Associate Vice-President Business Services
David	Weber	Executive Director, Planning & Institutional Research
Audrey	Williams	Director, Financial Aid
Douglas	Wymer	Vice-President Academic Affairs

**And to Approve 197 day annual contracts in 2016-17 for:**

Richard Billings      Head Baseball Coach/Coordinator PST  
Ira Hart                Head Athletic Trainer  
Jay Miller              Head Softball Coach/Campus Recreation  
Amanda Phelps        Head Volleyball Coach

**And to approved Administrative Leave from Faculty Appointment in 2016-17 for:**

Thom Kieft             Dean, South Lake Campus  
Karen Hogans         Associate Dean, Workforce Programs

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

**Monthly Fiscal Report for May 2016**

**2016-60**

Mrs. Butler moved and Mr. Jones seconded the motion to approve as presented the Monthly Fiscal Report of the General Operating Fund for the ten-month period ending April 30, 2016. The motion was passed with the following vote: Voting “yea” – Rice, Blankenship, Butler, Hill, Jones, Lee, Rice and Wahl. (Report in Supplementary Material)

**Facilities Report**

**2016-61**

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

**Purchases Over \$25,000**

**2016-62**

Mrs. Butler moved and Mr. Jones seconded the motion to accept the monthly report of Purchases Over \$25,000 signed by the President for the period April 1 - 30, 2016. The motion was passed with the following vote: Voting “yea” – Rice, Blankenship, Butler, Hill, Jones, Lee, Rice and Wahl. (Report in Supplementary Material)

**SCHEDULED INFORMATION REPORTS**

**President’s Report**

**2016-63**

- **SWAY Presentation.** Dr. Sidor called on Dave Weber who presented the 2016 Survey of Stakeholders, a first time research endeavor reporting what the leaders in our community think about our institution. Mr. Weber was asked to bring back a summary on what the results of this survey means to the College
- **Scholarship and award ceremonies.** Dr. Sidor reported on his involvement at several high schools ceremonies where he has had the pleasure of presenting LSSC scholarships.
- **MOUs with Sumter County and Lake Technical.** MOU’s with Sumter County Schools and Lake Technical Center are being readied for signatures.
- **Strategic Plan.** Work is being done on the execution of the plans which will be tied to the state measurement system.
- **Program review process.** A change to our program review process is being initiated and the Faculty Senate has agreed to participate in the process.
- **Impromptu visit with the HSCA.** State Board of Education Chair, Marva Johnson, spent time at the South Lake Campus with the HSCA students, Dr. Sidor and Thom Kieft and Ryan Tomasiewicz.

- **Sumter Workforce Partnership.** A draft of bylaws for the Sumter Workforce Partnership is being worked and will be brought to the Board Sub-Committee for their review.
- **Lake County Superintendent.** Dr. Sidor has agreed to serve on the Search Committee for Lake County's new Superintendent.
- **State of the College address.** Dr. Sidor is giving his first State of the College to the Eustis City Commission.
- **Board Work Shop.** The Board will have a workshop on June 7 at Mission Inn to discuss the evaluation of the President, Board Self-evaluation and Board roles.

### **Vice-President Enrollment/Student Affairs**

Claire Brady reported that Commencement was a great event with 344 degrees being awarded, with 46 pending. Summer/Fall enrollment numbers are great. LSSC is showing growth across the board. She stated that 1,193 students have already registered for fall classes with 1,093 being fee paying students.

### **Vice President Academic Affairs:**

- The LPN program at Lake Technical has started with 25 students.
- Recruitment and follow up efforts with the Rise Summer Math Academy at Sumter Campus is going well with plans to recruit 50 – 60 students for next year.
- Dr. Eugene Jones is working on our partnership with Lake Tech dealing with articulation in the pathways and programs which both campuses offer and collaborating on career development resources.
- Dr. Ryan Tomaszewicz, Director of the HSCA, scheduled an end of the year program for our partners and students with a cup cake closing reception. The HSCA closed the year with 119 students and have received applications for 133 students for the coming year.
- There was a photo opportunity with the State Board of Education Chair, Marva Johnson, and some of our HSCA students last month at our South Lake Campus.
- We are hiring 3 math faculty, 1 science faculty, 1 computer information technology faculty, and 2 nursing faculty. Two new administrators - Director of Library Services, Ms. Katie Sacco and Vice President of Academic Affairs, Dr. Doug Wymer, both starting May 31.

### **Board Member Reports, Summary of Board Self-Evaluation, Open Discussion**

**2016-64**

#### **Board Member Reports**

Mr. Rice reported that the Board Executive Committee met on May 10 to review the May 18 Board agenda and topics for the Board Workshop.

Mrs. Emily Lee reported on the Foundation Gala which netted \$74,500, an increase of \$24,000 over last year. Sabal Trail is donating \$50,000 for scholarship. The Foundation is rolling out the new campaign for naming opportunities for the new HSCA building on the South Lake campus.

Mrs. Butler reported that Sumter Workforce Partnership committee has a better idea of where we should be and will have more to report next month after the draft from Dr. Sidor has been received.

#### **Summary of Board Self-Evaluation**

The summary will be discussed at the Board Workshop to be held on June 7.

#### **Open Discussion**

There was no topic for open discussion.

**Board Attorney's Report**

**2016-65**

Board Attorney Anita Geraci-Carver indicated that she had nothing to report to the Board.  
(Written Report in Supplementary Material)

**CARRYOVER BUSINESS**

**Revision of Board Rule 6.08**

**2016-66**

Mr. Jones moved and Mrs. Butler seconded to approve the Revision of Board Rule 6.08, Auxiliary Enterprises. Voting "yea" – Rice, Blankenship, Butler, Hill, Jones, Lee, Rice and Wahl. (Details in Supplementary Material)

**OLD BUSINESS**

**Report of Security Task Force Meeting**

**2016-67**

Mr. Jones moved and Mrs. Hill seconded to go into a contractual agreement with Miller and Miller Security and to transition to armed security on or before March 1, 2017. Voting "yea" – Rice, Blankenship, Butler, Hill, Jones, Lee, Rice and Wahl. (Details in Supplementary Material)

**NEW BUSINESS**

**Adoption of Summary of Board Attorney Evaluation  
As Official Evaluation**

**2016-68**

Mr. Wahl moved and Mr. Jones seconded the motion to adopt the summary of the Board Attorney Evaluation as the Official Evaluation. The motion was passed with the following vote: Voting "yea" – Rice, Blankenship, Butler, Hill, Jones, Lee, Rice and Wahl. (Details in Supplementary Material)

**OTHER CONSIDERATIONS**

**As Needed by Chairman/President**

Mr. Rice stated that the next meeting of the Board will be Wednesday, June 15, 2016 at 5:00 p.m. in the Board Room, Leesburg Campus.

**ADJOURNMENT**

There being no further business at the February 17, 2016 meeting of the District Board of Trustees, the meeting was adjourned at 7:00 p.m.

Respectfully submitted,

ATTEST:

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Kelly S. Rice, Chairman

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

Recording Secretary: Linda C. Holiman