

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

**June 15, 2016**

After a 4:30 reception honoring Dr. May Jo Rager, the regular meeting of the District Board of Trustees, Lake-Sumter State College, was called to order on June 15, 2016 at 5:00 p.m. 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 Chair, Mr. Bret Jones, Ms. Emily Lee, Mr. Timothy Morris, 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.

Mr. Rice then asked Dr. Mary Jo Rager to come forward and he read the following Resolution honoring Dr. Rager:

**RESOLUTION HONORING  
DR. MARY JO RAGER**

**WHEREAS**, after receiving her Bachelors Degree from the University of Central Florida and working for a short time at the Southern Association of Colleges and Schools Commission on Colleges in Atlanta, Georgia, Mary Jo Rager returned to her alma mater and on August 27, 1979, began her employment at Lake-Sumter State College; and

**WHEREAS**, Mary Jo Rager continued her exemplary service at the College rising in rank from Professor to Business/Computer Institute Coordinator to Dean of Career & Technical Programs to Associate Vice President, Baccalaureate & Workforce Programs, and

**WHEREAS**, Mary Jo Rager, while working full time at Lake-Sumter State College, earned her Doctorate of Education from the University of Florida in 2005, and

**WHEREAS**, Dr. Mary Jo Rager in her role as Associate Vice President, Baccalaureate & Workforce Programs, was in the forefront of the college's campaign to offer baccalaureate degrees and was responsible for the submission of the application to SACSCOC for the college's first baccalaureate program in organizational management; and

**WHEREAS**, as a result of her enthusiasm and passion for Lake-Sumter State College and its students, staff and faculty, Dr. Mary Jo Rager was awarded entry into the 2012 Hall of Fame for Distinguished Alumni; and

**WHEREAS**, Dr. Mary Jo Rager, once again, rose to the occasion when she was called back into service in July 2015 as Interim Vice President of Academic Affairs, coming out of retirement to help Lake-Sumter State College, and

**WHEREAS**, Dr. Mary Jo Rager, with her calm and caring attitude, led all academics of the college with her strong but gentle demeanor, and

**WHEREAS**, Dr. Mary Jo Rager loves her family and friends and wants to enjoy time with them and to spend time traveling, she is once again retiring from Lake-Sumter State College on June 16, 2016, and we wish her well,

**NOW, THEREFORE, BE IT RESOLVED**, that the District Board of Trustees and Lake-Sumter State College, gives special thanks and recognition to Dr. Mary Jo Rager, for her dedication and loyalty that went well beyond all expectations in serving Lake-Sumter State College and the District Board of Trustees.

June 2016

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Kelly Rice, Chairman  
District Board of Trustees

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

After the reading of the Resolution, Dr. Rager was presented with a gift from the College and Board of Trustees and photographs were taken.

## **PRESENTATION**

### **Starfish Retention Tool**

**2016-69**

Information about the Starfish Retention Tool which connects the technologies on campus was presented by Ms. Carolyn Scott and Mr. Thom Kieft. Board members had an opportunity to ask questions about the benefits of this initiative. (Information in Supplementary Material)

## **CONSENT CONSIDERATIONS – ACTIONS AND ACKNOWLEDGEMENTS**

Mr. Morris moved and Mr. Blankenship seconded the motion to approve as presented the Consent Considerations – Actions and Acknowledgements – Items 70 through 74 as follows:

### **Minutes of May 18 Board Workshop and Regular Meeting**

**2016-70**

Mr. Morris moved and Mr. Blankenship seconded the motion to approve as mailed the May 18, 2016 minutes of the Board Workshop and Regular Meeting of the Board. The motion was passed with the following vote: Voting “yea” – Rice, Blankenship, Jones, Lee and Wahl. (Minutes in Supplementary Material)

### **Human Resources Transactions**

**2016-71**

Mr. Morris moved and Mr. Blankenship seconded the motion to approve as presented the following Human Resources Transactions:

#### **Appointments of:**

Awilda Delgado as Mathematics Instructor (effective 8/17/2016)  
Daniel Marulanda as Mathematics Instructor (effective 8/17/2016)  
Christopher Sargent as Computer Science Instructor (effective 8/17/2016)  
Rick Palmer as Director, Corporate Training & Continuing Education (effective date 5/29/2016)  
Mark Duslak as Director, Student Development (effective date 5/29/2016)  
Carolyn Scott as Director, Dean of Students (effective date 5/29/2016)  
Sara Corvill as Senior Manager, Baccalaureate Workforce Programs (effective date 6/26/2016)  
Lynne Wortham as Senior Staff Specialist, Facilities (effective date 5/16/2016)  
Robert Fox as Buildings and Maintenance Supervisor (effective date 5/16/2016)  
Jason Leport as Equipment/Maintenance Service Worker II (effective date 5/02/2016)  
Dallas Henley as Programmer Analyst (effective date 5/31/2016)

#### **And to accept the resignations of:**

Dr. Mary Jo Rager and Reinaldo Cortes

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

Greg Cumbaa

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

**Monthly Fiscal Report for May 2016**

**2016-72**

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

**Perkins Grant – Change in Budget**

**2016-73**

Mr. Morris moved and Mr. Blankenship second the motion to approve as presented the change in the budget for the Perkins Grant. The motion was passed with the following vote: Voting “yea” – Rice, Blankenship, Jones, Lee and Wahl. (Details in Supplementary Material)

**Facilities Report**

**2016-74**

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

**SCHEDULED INFORMATION REPORTS**

**President’s Report**

**2016-75**

Dr. Sidor called on the Vice Presidents to make their reports.

**Vice President Enrollment/Student Affairs**

- Claire thanked Carolyn Scott, Thom Kieft and Doug Guilder for the team effort in the huge startup of Starfish.
- Efforts are underway to support students in the aftermath of the tragedy in Orlando in counseling and resources and grassroots efforts to support the Orlando Strong effort.
- Great news in enrollment – we are up 10% in headcount and 13% fte for summer.
- Closed out summer application and opened our Spring 2017 applications. Great things are happening in our admissions and records department.
- Campus has a lot of middle and high schoolers because of the different camps which are happening on the campus

**Vice President for Academic Affairs**

Dr. Wymer reported that:

- Nursing programs are operating at full capacity. Bridge program started in May with a full cohort.
- Kids College recently received a \$10,000 gift from United Way.
- Summer Rise Academy occurring with 40 students participating.
- Moving forward to advance partnership with Lake Tech and LPN Program on the Sumter Campus which starting in January.
- BSN development is moving forward – the first layer of notification has been issued to the State that we intend to pursue the BSN.

## **President's Report**

- Dr. Sidor will follow up with the hospitals with a status report and letter about the college pursuing the BSN as we will need their help.
- Dr. Sidor has had an initial meeting with Lake County Schools about credit transition, meeting with their CTE coordinator and head of Academic Affairs to develop a third party credentialing process to notify the students that there is a path to complete their AA. Additional meetings will be set up to continue that process.
- Doing a significant amount of work in Sumter County building Pathways & Partnerships to create an occupational and technical program with Lake Tech.
- Lake Tech Board is interested in having a joint meeting with our respective Board Chairs which will lead to a broader discussion of combined opportunities between Lake Tech and LSSC.
- Letter from Governor with a request to reduce our distance learning fees and a draft response from the college. Dr. Sidor asked for input from the Board for the response. Each college has been encouraged to respond separately. After the budget was shared, the Board made suggestions of items to add to the letter.
- Shared a Colleague letter from FDOE regarding gender and equity advising in career and technical education.

## **Board Member Reports and Open Discussion**

**2016-76**

### **Board Member Reports**

Mr. Rice reported that the Board Executive Committee met on June 7 prior to the Strategic Workshop to review the June 15 Board agenda. He encouraged anyone who had an interest to attend any of the Executive Committee meetings to please do so.

Mrs. Emily Lee reported that 37.8% of graduating students received at least one scholarship from the Foundation and 65% of nursing graduates received at least one scholarship. The Foundation is still seeking naming opportunities for the Science Health Building. She also announced the following events which are upcoming:

18<sup>th</sup> Annual Professional Planned Giving Seminar on Friday, August 26.

18<sup>th</sup> Annual Athletics Golf Tournament on Friday, September 16.

5<sup>th</sup> Annual Distinguished Alumni and LSSC Hall of Fame event on Thursday, September 22.

3<sup>rd</sup> Annual Alumni Monster Dash on Saturday, October 29.

Mr. Pete Wahl reported that there is an upcoming Strategic Risk Committee Meeting and a Sumter Workforce Partnership Committee meeting on Wednesday, June 22.

### **Open Discussion**

Dr. Sidor and Mr. Rice will be spending time in July to draft out a presidential evaluation document. It will be presented to the Executive Committee and will bring a draft to full board in September.

## **Report on Board Attorney Contract for Legal Services for 2016-2017**

**2016-77**

Pete Wahl moved and Emily Lee seconded the motion to add one year to Board Attorney Anita Geraci-Carver's contract with the District Board of Trustees to provide legal services during 2015-2016, making the contract go through June 30, 2018. The motion passed with the following vote: Voting "yea" - Rice, Blankenship, Jones, Lee and Wahl (Details in Supplementary Material)

**Nominations for Board Officers****2016-78**

Pete Wahl moved and Emily Lee seconded the motion for the Chair and the Vice Chair of the Board remain the same for the 2016-2017 year. The motion passed with the following vote: Voting “yea” - Rice, Blankenship, Jones, Lee and Wahl. (Details in Supplementary Material)

Mr. Rice and Mr. Blankenship thanked everyone for the confidence, trust, opportunity and patience shown to them.

Committee assignments will remain the same at this time.

**Board Attorney’s Report****2016-79**

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

**NEW BUSINESS****2016-2017 Annual Operating Budget****2016-80**

Mr. Scott explained the proposed budget and the changes to revenue and expenses since the May Board Meeting. Ms. Lee moved and Mr. Wahl seconded the motion to approve the 2016-2017 LSSC Budget. The motion was passed with the following vote: Voting “yea” – Rice, Blankenship, Jones, Lee and Wahl. (Details in Supplementary Material)

**2016-2017 Tuition, Out-of-State Fees and Lab/Other Student Fee Changes****2016-81**

Mr. Morris moved and Mr. Jones seconded the motion to approve no increases in Tuition and standard fees and a reduced Distance Learning Fee. The motion was passed with the following vote: Voting “yea” – Rice, Blankenship, Jones, Lee and Wahl. (Details in Supplementary Material)

**End of Year/ FY 2014-2015 Budget Amendment/  
Transfer of Funds from Fund 1 to Fund 7****2016-82**

Mr. Jones moved and Ms. Lee seconded the motion to authorize the President to transfer \$500,000 from the Foundation to Fund 7 at the College for expenses relating to the Health Science Collegiate Academy. The motion was passed with the following vote: Voting “yea” – Rice, Blankenship, Jones, Lee and Wahl. (Details in Supplementary Material)

**Write-Off of Uncollectible Accounts****2016-83**

Mr. Morris moved and Mr. Jones seconded the motion to approve as presented the write-off of uncollectible accounts in the total amount of \$ 83,826.89 for returned checks, outstanding fee deferments, Pell repayments, and Return to Title IV repayments. The motion was passed with the following vote: Voting “yea” – Rice, Blankenship, Jones, Lee and Wahl. (Details in Supplementary Material)

**Contract for New Security Company****2016-84**

Mr. Wahl moved and Mr. Blankenship seconded the motion to give approval to Dr. Sidor to sign the contract with Miller and Miller after it has been finalized. The motion was passed with the following vote: Voting “yea” – Rice, Blankenship, Jones, Lee and Wahl. (Details in Supplementary Material)

**OTHER CONSIDERATIONS**

As indicated at the Board Workshop earlier this month, Mr. Morris reported on his teleconference with the Trustees Commission and the Chancellor. It is the goal to get all the 28 Florida colleges and Presidents on the same page. Mr. Morris informed the Board that a survey would be coming out from the Governor's Office so please be looking for the survey.

Mr. Scott informed the Board that the bids on the HSCA for the sub-contractors were opened this week and there is a possibility of a \$500,000 - \$600,000 savings.

**As Needed by Chairman/President**

Chairman Rice announced that the next meeting of the Board will be on July 20, 2016 at 5:00 p.m. in the Board Room at Leesburg.

There being no further business, the meeting was adjourned at 7:00 p.m.

Respectfully Submitted,

ATTEST:

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Kelly Rice, Chairman

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

Recording Secretary: Linda C. Holiman