

DISTRICT BOARD OF TRUSTEES

LAKE-SUMTER STATE COLLEGE

Leesburg, Sumterville, Clermont

June 21, 2017

The regular meeting of the District Board of Trustees, Lake-Sumter State College, was called to order at 5:05 p.m. on June 21, 2017 in Board Room on the Leesburg Campus, by Mr. Kelly Rice, Board Chairman. In attendance was Mr. Scott Blankenship, Mrs. Marcia Butler, Mrs. Jennifer Hill, Bret Jones (By Phone), Emily Lee, Mr. Tim Morris, Mr. 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 - Al Minner addressed the board and asked the trustees to be mindful of how they plan to spend the funds that were donated for a performing arts center on the Leesburg Campus. He asked that we consider moving forward and include all local communities in the area. He explained that if Leesburg is considered that funds are available and also site locations could be discussed such as Venetian Gardens, the purchase of the former Chili's building, or a piece of the airport property located on 441. The City of Leesburg wants to be a part of the relationship with the college. He asked for an open contract and let everyone compete for a joint facility. Pete Wahl asked if The City of Tavares had spoken to Leesburg about their intentions. Mr. Minner said he briefly spoke to Mr. Drury about the ad that was run in the Orlando Sentinel newspaper. Mr. Wahl also asked Mr. Minner if the City of Leesburg would be open to a partnership for a multifaceted performing arts center development. Mr. Minner said yes there is the interest to do so. Bret Jones asked if there was funds set aside for this and Mr. Minner quoted yes they do have funds set aside for the improvement of the Venetian Gardens project. The amount is upwards of \$6M and also another reserve of \$2-3 million to use for capital.

Barbara Mittermaier, former PALS board member addressed the board and basically reiterated what Mr. Minner stated. She asked that the Performing Arts Center funds be used for a center located in Leesburg.

Cynthia Schumacher also addressed the board fully supporting the same request from Mr. Minner and Ms. Mittermaier to keep the facility in the Leesburg area on the Leesburg Campus.

Pete Wahl made a motion to move Item 90 and make it first on the agenda for discussion and Tim Morris seconded the motion.

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

Dr. Sidor reported that when the funds were donated to the LSSC Foundation, Inc. there was a total of \$1M. The fund is managed very prudently avoiding risky investments and currently has a balance of \$1.5M.

When Dr. Sidor started researching options for a new building he discovered that our current building is slated to be torn down and it currently serves 18,000 residents annually which is his rationale for bringing the agreement forward. His discussion with the Mr. John Drury, City of Tavares was if they had an interest in a facility we had a need.

After a lengthy discussion a motion was made by Pete Wahl not to enter into the agreement with the City of Tavares and Marcia Butler seconded.

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

Dr. Sidor will prepare a letter to Mr. Drury thanking him for time and efforts however we are not in a position to move forward with the agreement.

OTHER INFORMATION/CONSIDERATIONS

Pete Wahl requested to pull Item 79 from Consent Considerations to New Business for discussion Tim Morris made a motion and Marcia Butler seconded.

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

CONSENT CONSIDERATIONS- ACTIONS and ACKNOWLEDGEMENTS

Mr. Morris moved and Mrs. Butler seconded the motion to approve as presented agenda items number 76 through 78 and Item 80 as follows:

Minutes of May 17, 2017 Regular Board Meeting

2017-76

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

Human Resources Transactions

2017-77

Appointments of:

Daniel Logan	(effective date 06/26/2017)
Laura Byrd	(effective date 07/10/2017)
Jennifer Kotowski	(effective date 07/24/2017)
Jayvelle Blackman	(effective date 06/12/2017)
Sandy Litton	(effective date 05/30/2017)
Chris Kuilan	(effective date 05/29/2017)

Resignations of:

Eugene Jones	(effective date 06/01/2017)
Jessica Delgado	(effective date 06/29/2017)
Robyn Greenstein	(effective date 05/10/2017)
Rob Estes	(effective date 06/08/2017)

Monthly Fiscal Report for May 2017

2017-78

Mr. Morris moved and Mrs. Butler seconded the motion to acknowledge the monthly fiscal report for May 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, Lee, Morris, Rice, and Wahl.

Facilities Report

2017-80

Mr. Wahl moved and Mrs. Butler seconded the motion to acknowledge the facilities report for June 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, Lee, Morris, Rice, and Wahl.

(The Board took a dinner break at – 5:35 p.m. The meeting was reconvened at – 5:55 p.m.)

SCHEDULED INFORMATION REPORTS

President’s Report

2017-81

- ✓ Dr. Sidor reported that on June 14th the Governor vetoed Senate Bill 374 and with the veto a number of changes will take place.
- ✓ The College System Board will be separate from the State Board of Education. Renaming the college system, adding an affordability measure to our performance funding criteria, revision of the full-time college replacement measures from 150% to 100 on time graduation, revision of a four year completion measure that would potentially tie performance to students who transfer to the university and we could be penalized if they couldn’t get the classes completed within four years, and revision of continuing ed. and post graduate performance measures. Also this will prohibit our DSO from using appropriate funds for personnel services after July 1, 2022.
- ✓ Although we lobbied very heavily we still were not able to restore \$24.7m. Which is about \$240,000 cut for LSSC year over year.
- ✓ Dr. Sidor believes we will see Senate Bill 374 again in the future. Dr. Sidor is on the Steering Committee for the Council of Presidents in setting the agendas.
- ✓ Dr. Sidor is working with Lake County and increasing our dual enrollment programs without incurring any more cost. He has met with several representatives and is committed to the program.
- ✓ Dr. Sidor met with Harry Sederis and Lynn Good of Duke Energy and they are committed to supporting our line worker program.

Claire Brady

- ✓ Dr. Brady reported that we are focusing on fall enrollment and are currently seeing an increase in fall applications. They are currently working both traditional and non-traditional; recruitment plans, even though we are down staff in Admissions & Records. We are simultaneously focused on recruiting new students and retaining our current students.
- ✓ We hired a new director of enrollment management, Jennifer Kotowski, who will join us in late July from the University of Illinois at Urbana Champaign.
- ✓ We recently learned that we were awarded a renewal of our Federal TRIO Upward Bound grant by the US Department of Education. This grant is for \$270,000 for five years. This major federal investment in our local community pays incredible dividends for the futures of low income and first generation students by providing outstanding mentoring, coaching, and college readiness activities for 65 students each year.
- ✓ We invest deeply in our Upward Bound students, and these students invest deeply in themselves by making a four year commitment to attending Saturday School, after school tutoring, and summer learning programs.
- ✓ This program will serve Eustis, Mt. Dora, Umatilla, Tavares, and for the first time, Leesburg High School. We are excited to continue the strong relationship with Lake County Schools and thank them for their continued and enthusiastic support of the program.
- ✓ We are on a roll. Earlier this year, our ETS program was also renewed for five years. ETS serves over 600 students in Sumter and Lake Counties.

Doug Wymer

- ✓ Dr. Wymer reported that the Summer Rise Math Academy is drawing to a close tomorrow. We are working with 28 students who have given up a week of their summer to advance their skills in math.
- ✓ Kids College is in its second week and the enrollment is strong. Preliminary numbers show a duplicated headcount of 410 students on the Leesburg Campus and 606 participating in the Clermont area. Program 2 in Clermont, which starts on Monday has a record 300 students.
- ✓ Dr. Sidor, Nicole Tinny (Director of Nursing) and Dr. Wymer will be travelling to Tallahassee on July 17 with a community partner or two to present our BSN proposal to the Board of Education for their consideration. The collaborative development model between Valencia College, Seminole State College and LSSC has received quite a bit of positive attention at the state level.

- ✓ You may remember that we were required to submit a referral report on three of the 21 accreditation standards that compose the SACSCOC fifth year report. We received word this week that the referral report has been accepted and that no further action is required. We have now turned our attention to preparing for the full reaffirmation in 2021.

Heather Bigard

- ✓ Dr. Bigard reported that in our continuing efforts to make safety and prevention training a top priority for our campuses, Rebecca Nathanson has been appointed as our Director of Campus Safety. Rebecca was a full-time faculty member in our criminal justice program and comes from a law enforcement background. She will be helping us update college policies and coordinate our training efforts.

Board Executive Committee Report

Mr. Rice reported that the minutes from the Executive Committee and are in each packet for review.

Foundation Liaison

Emily Lee reported on the Foundation financial statement as of March 31, 2017. The total assets are \$17,438,688.82, total liabilities \$507,897, total fund balances, \$16,930,791.82, total revenues \$887,785.30, total expenditures \$272,391.86, and the net income total \$615,393.44.

The total endowments are \$8,373,460.60 of which \$5,883,082.53 is non-expendable and \$2,490,378.07 is expendable. Total investments of \$15,702,785.12 with an average rate of return 3.58%.

The Performing Arts Series Campaign is winding down with the majority of the tickets sold.

The 2018 gala theme will be “A Night in the Tropics”. The Athletics Golf Classic will be held at Harbor Hills Country Club on Friday, September 22. The 6th Annual Distinguished Alumni and LSSC Hall of fame event will be held on Tuesday, September 12 6 p.m. at Mission Inn. Applications are available to nominate someone until August 4th.

We are currently in the discussion stages of planning a future event with Lakeridge Winery.

Dr. Laura Byrd has accepted the position of AVP of Institutional Advancement/Executive Director, Foundation she will start on July 10.

Board Attorney’s Report

2017-83

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

Write-Off of Uncollectible Accounts

2017-79

Mr. Pete Wahl asked for clarification and asked if there are any recourse of what can be done for students to meet their responsibilities for repayment. Dr. Bigard gave a brief overview of how Pell is disbursed and that we attempt to recover the funds from the student through a collection agency.

Mr. Wahl moved and Mrs. Butler seconded the motion to acknowledge the Write-Off of Uncollected Accounts and request it be filed “for the record” with the minutes. The motion was passed with the following vote: Voting “yea” – Blankenship, Butler, Hill, Lee, Morris, Rice, and Wahl.

NEW BUSINESS

Nominations for Board Officers

2017-84

Marcia Butler made a motion to nominate Scott Blankenship as chairman of the trustees and Jennifer Hill made a motion for Peter Wahl. Mr. Wahl withdrew his name for chair. A motion was made by Marcia Butler and seconded by Pete Wahl to elect Scott Blankenship as the 2017-2018 Chairman.

Jennifer Hill made a motion to nominate Pete Wahl as vice-chairman of the trustees and Emily Lee made a motion for Marcia Butler. Ms. Butler withdrew her name for vice-chair. The motion for Mr. Wahl as vice chair was seconded by Tim Morris to elect Pete Wahl as the 2017-2018 Vice-Chairman.

2017-2018 Annual Operating Budget

2017-85

Dr. Bigard reported on the major impacts, total projected deficits, and the assumptions of 2017-18 Annual Operating Budget.

- Major impacts:
 - 4% enrollment decline, \$98,018
 - 4% decline in state funding, \$557,564
- Total projected deficit = \$722,686
 - Reduction in staff professional development \$100,000
 - Restrict out-of-state travel \$83,802
 - Reduce department operating departments \$72,000
 - Delay new hires by 3 months \$174,000
 - Reduce adjunct/OL budget by and additional \$153,592, in addition to the original \$139,292, instead of transferring funds from auxiliary.
- Assumptions
 - No increase in tuition or fees
 - Base performance funding is restored – NO Gold

Mr. Morris moved and Ms. Lee seconded the motion to acknowledge the 2017-2018 Operating Budget to be filed with the minutes. The motion was passed with the following vote: Voting “yea” – Blankenship, Butler, Hill, Lee, Morris, Rice, and Wahl.

2017-2018 Tuition and Fee Schedule

2017-86

Dr. Bigard reported on the 2017-18 Tuition and Fees Schedule and a copy is included in each packet but does not reflect an increase for next year. A comparison chart for 2016-17 is also included to show our relative position to the other institutions.

Mr. Morris moved and Ms. Lee seconded the motion to acknowledge the 2017-2018 Tuition and Fee Schedule to be filed with the minutes. The motion was passed with the following vote: Voting “yea” – Blankenship, Butler, Hill, Lee, Morris, Rice, and Wahl.

End of Year-2017-2018 Budget Amendment/Transfer from 1 to 7

2017-87

Dr. Bigard reported on the 2017-18 end of year budget amendment and transfer from fund 1 to 7. The current year-end projection shows a potential surplus of \$106,413. This does not take into account final budget adjustments and a vacation/sick payouts that are pending. She asked the board to approve a transfer of up to \$800,000 to fund 7, should we have surplus funding at the close of the fiscal year.

Facilities Spot Survey

2017-88

Dr. Bigard reported that the updated spot survey is included for your review, along with the worksheets that we send to the state on an annual basis, outlining our capital priorities for the next 5 years.

Capital Improvement Plan

2017-89

Dr. Bigard reported the main Capital Improvement Projects that we are asking the state for assistance in providing funds. The order of the request are: Lecture Hall, South Lake Chiller Plant, Repurpose Building 1-South Lake, Renovate North Entrance of Gymnasium, Replace Library, Leesburg Campus, and Lake Hall.

Mr. Morris moved and Ms. Lee seconded the motion to acknowledge the 2017-2018 Tuition and Fee Schedule to be filed with the minutes. The motion was passed with the following vote: Voting “yea” – Blankenship, Butler, Hill, Lee, Morris, Rice, and Wahl.

Revision of Board Rule 4.16 Student Rights and Responsibilities

2017-91

Claire Brady reported that back in August cabinet was charged with undertaking a major review of the Student Code of Conduct. It was determined that Board Rule 4.16 should be edited to contain less detail about individual code infractions and focus more on succinctly on student rights. A Second Reading and vote to approve the changes to Board Rule will take place at the July 19 board meeting.

INFORMATION ITEMS

Kevin Yurasek reported that we hosted an event at Lake Tech on June 5 where we introduced the JP Donnelly Scholarship that will be used to assist students who complete programs and continue their education at LSSC. We currently have 29 completed applications.

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 July 19, 2017 at 5:00 p.m. in the Board Room, Leesburg Campus.

There being no further business, the meeting was adjourned at 7:35 p.m.
Respectfully submitted,

ATTEST:

Kelly S. Rice, Chairman

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

Recording Secretary: Claudia Morris