

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

**July 20, 2016**

At 5:00 p.m., the regular meeting of the Board was called to order in the Board Room, Student Services Building, Leesburg Campus, by Mr. Kelly Rice, Chairman. In attendance were Mr. Scott Blankenship, Vice Chairman; Mrs. Marcia Butler, Mr. Bret Jones, Ms. Jennifer Hill, Ms. Emily Lee and Mr. Peter Wahl. Absent from the meeting was Mr. Tim Morris. There is a vacancy on the Board due to the May 31, 2015 expiration of the term of Mrs. Kelly Flores. Also in attendance was Board Attorney Anita Geraci-Carver.

Mr. Rice 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.

**CONSENT CONSIDERATIONS – ACTIONS AND ACKNOWLEDGEMENTS**

**Mr. Wahl moved and Mr. Jones seconded the motion to approve as presented the Consent Considerations – Actions and Acknowledgements – Items 85 through 96 as follows:**

**Minutes of June 7 Workshop and June 15, 2016 Regular Meeting** **2016-85**

It was moved by Mr. Wahl and seconded by Mr. Jones to approve as mailed the minutes of the June 7 Workshop and the June 15, 2016 Regular Meeting. The motion was passed with the following vote: Voting “yea” –Blankenship, Butler, Hill, Jones, Lee, Rice and Wahl. (Minutes in Supplementary Material)

**Curriculum Revisions** **2016-86**

Mr. Wahl moved and Mr. Jones seconded the motion to approve as presented the Curriculum Revisions. The motion was passed with the following vote: Voting “yea” – Blankenship, Butler, Hill, Jones, Lee, Rice and Wahl. (Details in Supplementary Material)

**Collegiate High School Program Agreement/  
LSSC and Lake County Schools** **2016-87**

Mr. Wahl moved and Mr. Jones seconded the motion to approve as presented the Collegiate High School Program Agreement/LSSC and Lake County Schools, The motion was passed with the following vote: Voting “yea” – Blankenship, Butler, Hill, Jones, Lee, Rice and Wahl. (Agreement in Supplementary Material)

**Collegiate High School Program Agreement/  
LSSC and Sumter County Schools** **2016-88**

Mr. Wahl moved and Mr. Jones seconded the motion to approve as presented the Collegiate High School Program Agreement/LSSC and Sumter County Schools, The motion was passed with the following vote: Voting “yea” – Blankenship, Butler, Hill, Jones, Lee, Rice and Wahl. (Agreement in Supplementary Material)

**2016-2017 Dual Enrollment Articulations Agreements/  
Lake County Schools, Sumter County Schools,  
Home Education Programs, Non-Public Schools,  
The Villages Early College, Montverde Academy**

**2016-89**

Mr. Wahl moved and Mr. Jones seconded the motion to approve as presented the Dual Enrollment Articulation Agreements for Lake County Schools, Sumter County Schools, Home Education Programs, Non-Public Schools, The Villages Early College and Montverde Academy. The motion was passed with the following vote: Voting “yea” –Blankenship, Butler, Hill, Jones, Lee, Rice and Wahl. (Agreements in Supplementary Material)

**Articulation Agreements/LSSC and Lake Technical College, Inc.**

**2016-90**

Mr. Wahl moved and Mr. Jones seconded the motion to approve as presented the Articulation Agreements with Lake Technical College, Inc. The motion was passed with the following vote: Voting “yea” – Blankenship, Butler, Hill, Jones, Lee, Rice and Wahl. (Agreement in Supplementary Material)

**Articulation Agreements/LSSC and Career Pathways.**

**2016-91**

Mr. Wahl moved and Mr. Jones seconded the motion to approve as presented the Articulation Agreements with Career Pathway. The motion was passed with the following vote: Voting “yea” – Blankenship, Butler, Hill, Jones, Lee, Rice and Wahl. (Agreement in Supplementary Material)

**Human Resources Transactions**

**2016-92**

Mr. Wahl moved and Mr. Jones seconded the motion to approve as presented

**The Board approved Appointments of**

Paola Robles as Admissions Information Desk Specialist (effective 6/27/2016)  
Dan Mihalko as Theatre Technician (effective 7/11/2016)

**And accepted the resignations of**

Melanie Wells (effective 8/05/2016)  
Cynthia Griffin (effective 8/05/2016)  
Sasheika Tomlinson (effective 6/08/2016)  
(Details in Supplementary Materials)

**2016-2017 Blanket and Annual Purchase Orders**

**2016-93**

Mr. Wahl moved and Mr. Jones seconded the motion to approve as presented the 2016-2017 Blanket and Annual Purchase Orders. The motion was passed with the following vote: Voting “yea” –Blankenship, Butler, Hill, Jones, Lee, Rice and Wahl. (Details in Supplementary Materials)

**Monthly Fiscal Report for June 2016**

**2016-94**

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

## **Facilities Report**

**2016-95**

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

## **Purchases Over \$25,000**

**2016-96**

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

## **SCHEDULED INFORMATION REPORTS**

### **President’s Report**

**2016-97**

Dr. Sidor call on the Vice President’s to give their reports.

**Vice President for Enrollment & Student Affairs Claire Brady** reported:

- ✓ That fall enrollment is up – about 100 applications more than this time last year. Lobbies are full with new students.
- ✓ There have been some staffing moves to help aid with the advising of our students, Good collaboration across departments.
- ✓ Started a pilot at Mount Dora High School to offer dual enrollment classes. Three classes will be offered this fall and three in spring. Hopefully this will be a demonstration project for the other schools will offer. Working to expand dual enrollment to some of the workforce programs and some of the high school academies.

**Vice President for Academic Affairs Dr. Doug Wymer** reported:

- ✓ That a team of our BAS-OM students won a competition at the 2016 international meeting for the Society of Advancement of Management.
- ✓ Final number of Summer Rise Academy – 43 completed – 13 tested college ready. Two enrolled as Dual Enrolled students.
- ✓ Recently completed a three weeks Robotics Competition on our campus for 15 students.
- ✓ Seven of our student athletics have earned awards from NJCAA - two from softball, two from baseball and two from volleyball.

**Senior Vice President Dick Scott for Business Affairs** reported:

- ✓ That we had received the results of the Bright Futures Audit and there were no findings.
- ✓ That a couple of ways have been identified that shows how we can account for time in the summer work hours as requested by the Board of Trustees.
- ✓ That we have filed five year capital improvement plan that we would like to have on the docket for funding, listing what the college plans to do with the new projects (2017-2022) September is the deadline to have this into the state.
- ✓ UCF have gone to more on-line classes and some of their classroom space that they have been renting from us will be given back to LSSC for our use.

**Dr. Stanley Sidor, President,** reported:

- ✓ That things are continuing to go well with Lake Tech. First program is off and running at South Lake and we are in the process of planning the second program in Sumter County.
- ✓ Have had encouraging conversations with County Commissions and Bradley Arnold regarding partnerships.

- ✓ Documents with Bachelors of Science/Nursing are being worked on. Next step will be a large meeting at the end of September with the direct connect partners, the chief academic officers and the CEO's of our local health care providers to review the problem, challenge and the decision and recommendations. Dr. Wymer and his group are writing the application at this time.
- ✓ Some of our staff are traveling and visiting other state colleges and our local providers to determine the next two year programs to put together for health care, including working on a cost analysis. A report will come out from this group with a list of programs which will meet the needs of our community.
- ✓ Lake County Schools, Sumter County Schools, Lake Technical and LSSC had a meeting with Career Source to bring the educational partners together to speak with one voice about what we needed and how we could help Career Source serve our region. This group will meet quarterly to sort out who does what.
- ✓ Met with two superintendents about partnership programs and strategic locations for future programs and extension ideas. Future meetings will include Lake Technical.
- ✓ Disc golf course discussions are taking place about putting a course on the Leesburg campus.

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

**2016-98**

Mr. Rice reported on the Executive Committee Meeting of July 12. Most of the meeting was spent on the evaluation document for Dr. Sidor, developing an evaluation tool for him to implement for the president and his direct reports. A workshop on August 17, 2016 is planned to discuss the evaluation document which Dr. Sidor had developed. The Executive Committee will meet prior to that at 3:30 p.m. to cover the September meeting agenda.

Ms. Lee called attention to the Foundation Report that was left in the Board packets.

Mrs. Butler reported on the MOU for the Sumter Workforce Partnership and the Bylaws for the Partnership. To establish additional clarification for the board, Dr. Sidor will develop information to be presented at the August 17 Workshop. (Details in Supplementary Material)

Ms. Hill moved and Mr. Blankenship seconded the motion to approve the Board of Trustees meeting dates and times to remain on the third Wednesday of each month (except August and December) @ 5:00 p.m. at the different campuses as noted. The motion was passed with the following vote: Voting "yea" –Blankenship, Butler, Hill, Jones, Lee, Rice and Wahl. (Details in Supplementary Materials)

### **2016-2017 Evaluation Criteria of the President**

**2016-99**

Dr. Sidor discussed the matrix which he developed for his evaluation. The aforementioned Workshop to be held on August 17, 2016 will cover this matrix to determine if it will accomplish what the board wishes to accomplish in regards to Dr. Sidor's contract. (Details in Supplementary Material)

### **Board Attorney's Report**

**2016-100**

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**

#### **Re-Certification/Lake-Sumter State College Foundation, Inc.**

**2016-101**

Mr. Jones moved and Mr. Wahl seconded the motion to approve as presented the

Re-Certification of LSSC Foundation, Inc. as a direct support organization of Lake-Sumter State College for the period August 1, 2016 through July 31, 2017 and directing Dr. Sidor to work with the Foundation to create more detail in terms of the reporting structure of the annual audit and the monthly financials. The motion was passed with the following vote: Voting “yea” – Blankenship, Butler, Hill, Jones, Lee, Rice and Wahl. (Details in Supplementary Material)

**2016-2017 Salary Schedule**

**2016-102**

Mrs. Butler moved and Mr. Jones seconded the motion to accept the 2016-2017 Salary Schedule. The motion was passed with the following vote: Voting “yea” –Blankenship, Butler, Hill, Jones, Lee, Rice and Wahl. (Details in Supplementary Material)

**Budget for Fund 7/Capital Outlay Budget**

**2016-103**

Mr. Wahl moved and Mrs. Butler seconded the motion to approve the Fund 7 Budget and the Capital Outlay Budget. The motion was passed with the following vote: Voting “yea” – Blankenship, Butler, Hill, Jones, Lee, Rice, and Wahl. (Budget in Supplementary Material)

**Deferred Maintenance List**

**2016-104**

Ms. Lee moved and Ms. Hill seconded the motion to approve as presented the Deferred Maintenance List. The motion was passed with the following vote: Voting “yea” –, Blankenship, Butler, Hill, Jones, Lee, Morris and Wahl. (List in Supplementary Material)

**OTHER CONSIDERATIONS**

**As Needed by Chairman/President**

Mr. Rice announced that the Workshop for the Board will be held on Wednesday, August 17 at 5:00 p.m. at the Mission Inn, Howie-in-the Hills.

Mr. Rice announced that the next meeting of the Board will be on September 21, 2016 at 5:00 p.m. in the Board Room, Leesburg.

The Board of Trustees would like to do something to commemorate the passing of LSSC Founding President, Dr. Paul Williams.

There being no further business, the July 20, 2016 meeting of the District Board of Trustees, Lake-Sumter State College was adjourned at 7:50 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