

**DISTRICT BOARD OF TRUSTEES  
LAKE-SUMTER STATE COLLEGE**

**Leesburg, Sumterville, Clermont**

**November 16, 2016**

The regular meeting of the District Board of Trustees, Lake-Sumter State College, was called to order at 5:05 p.m. on November 16, 2016 in the Board Room on the 2<sup>nd</sup> Floor of Building 2, South Lake Campus, by Mr. Kelly Rice, Board Chairman. In attendance was Mr. Scott Blankenship, Mrs. Marcia Butler, Mrs. Jennifer Hill, Ms. Emily Lee, and Mr. Pete Wahl. Mr. Tim Morris arrived at 5:50 p.m. Board Attorney Anita Geraci-Carver was also present.

Mr. Rice welcome 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.

**INTRODUCTION OF Student Life Participants**

Mrs. Cindy Lackey, Assistant Director of Student Life brought with her to the District Board of trustees meeting five students who are officers from the South Lake Student Government Association. Each officer explained their experience within the program and how it has helped them become a leader. The Board members were impressed with the students and Student Life Program.

(The Board took a dinner break at – 5:30 p.m. The meeting was reconvened at -- 6 p.m.)

**CONSENT CONSIDERATIONS- ACTIONS and ACKNOWLEDGEMENTS**

Mr. Wahl moved and Mrs. Hill seconded the motion to approve as presented agenda items number 141 through 145 as follows:

**Minutes of October 19, 2016 Regular Board Meeting** **2016-141**

Mr. Wahl moved and Mrs. Hill seconded the motion to approve as presented the minutes of the October 19, 2016 Regular Board Meeting. The motion was passed with the following vote: Voting “yea” – Blankenship, Butler, Lee, Morris, and Rice. (Minutes in Supplemental Material)

**Human Resources Transactions** **2016-142**

**Appointments of:**

David Wildes Executive Director of Facilities (effective date 10-24-16)

David Martin Director of Capital Projects (effective date 10-24-16)

Araina Muniz Director Equity & Diversity/Title IX Coordinator (effective date 12-12-2016)

**Resignations of:**

Dr. Gary Sligh as Associate Professor of Humanities (effective date 12-31-16)

**Retirement of:**

Dr. William Kennedy as Academic Advisor (effective date 12-31-16)

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

**Monthly Fiscal Report for October 2016**

**2016-143**

Mr. Wahl moved and Mrs. Hill seconded the motion to accept the Monthly Fiscal Report for the General Operating Fund for the four-month period ending October 31, 2016. The motion was passed with the following vote: Voting “yea” – Blankenship, Butler, Lee, Morris, and Rice. (Minutes in Supplemental Material)

**Facilities Update**

**2016-144**

Mr. Wahl moved and Mrs. Hill seconded the motion to acknowledge the facilities report for October 2016 and request it be filed “for the record” with the minutes. The motion was passed with the following vote: Voting “yea” – Blankenship, Butler, Lee, Morris, and Rice. (Minutes in Supplemental Material)

**Purchases over \$25,000**

**2016-145**

Mr. Wahl moved and Mrs. Hill seconded the motion to accept the report of Purchases Over \$25,000 for the period October 1-31, 2016. The motion was passed with the following vote: Voting “yea” – Blankenship, Butler, Lee, Morris, and Rice. (Minutes in Supplemental Material)

**SCHEDULED INFORMATION REPORTS**

**President’s Report**

**2016-146**

Dr. Sidor reviewed some topics of interest:

- ✓ Met with representatives from the Coleman Correctional Facility for possible partnership for employee training and possible inmate training.
- ✓ A committee is being formed to start a Fire Training Facility on the Sumterville Campus. The committee will work with Bradley Arnold for a possible workforce partnership.
- ✓ The JP Donnelly Foundation has donated \$560,000 to assist students coming from Lake Tech transitioning to LSSC programs. The college will be transferring the funds to the LSSC Foundation, Inc.
- ✓ Dr. Heather Bigard will be replacing Dick Scott as Vice President of Business Affairs.
- ✓ The Foundation finance conversion to the Banner system is now complete. Vicki Ward will be asked to come speak to the Board regarding the changes.
- ✓ The LSSC foundation, Inc. has put together an events group to discuss why certain events need to be held, if we plan to continue these events, and to make certain changes for the events to become successful.

## **Vice President's Report:**

**2016-147**

### **Carolyn Scott reported for Claire Brady:**

- ✓ November is extremely busy time on campus for students as they are preparing for their final few weeks of the semester and registering for the spring term.
- ✓ We hosted many successful Lakehawk admissions preview events. Welcoming perspective new students and their parents.
- ✓ A new technology was launched for spring. This should dramatically improve students finding open classes easily and assist with juggling their schedule.
- ✓ The Starfish rollout continues. The faculty completed the second rollout with much success. There were 2,500 kudos given to students encouraging them to continue with great work. There were also 1,300 concerns which were deemed actionable items. The advising team made contact to see if they could intervene and assist with the concerns.
- ✓ Araina Muniz has been welcomed as the new Director of Equity & Diversity/Title IX. Coordinator

### **Doug Wymer reported:**

- ✓ Our Public Speaking classes hosted a children reading program during the semester. Our student Reader's Theatre Skits based on the theme Wild Things and Little Children. A large number of parents, teachers, students, and children attended the event.
- ✓ The third quarter pass rate for the NCLEX Exam is 93.4% compared to the national pass rate of 81%. We are doing very well.
- ✓ Dr. Jones and two EDT students attended the Advanced Technological Education Conference and hosted a booth which highlighted our energy programs.
- ✓ Amber Karlins, English instructor, represented LSSC by presenting TedXOcala.

### **Dick Scott reported:**

- ✓ Dick Scott introduced his wife Jane Scott and thanked her for attending the final trustee meeting with him. He also thanked Anita Geraci-Carver for her work as the Board Attorney.
- ✓ He introduced Mr. David Wildes as the new Director of Facilities.
- ✓ He has started briefing with Dr. Bigard and is very excited for her to take over his position.
- ✓ Both the Foundation and College finances are in excellent shape.
- ✓ The new Science Health Building is on target and moving along seamlessly.

## **Board Executive Committee Report**

**2016-148**

Mr. Rice reported that the Executive Committee met on November 8 and went over the agenda for the November meeting. Ms. Lee addressed the board asking for support of 100% participation for the Foundation Annual Campaign. She reported that the gala will be on April 16 and the Foundation Wrap-Up meeting will be on January 11, 2017 at 6 p.m. in the Magnolia

Room. Mrs. Hill asked each trustee to complete the survey from the November Session in Orlando and give your feedback about improvements or if the session is necessary to continue. She feels everything should be combined with Tallahassee Days. Mrs. Butler supported her opinion.

**Board Attorney's Report**

**2016-149**

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**

**BSN Notice of Intent and Timeline**

**2016-150**

Dr. Sidor met with Dr. Hitt, UCF President and they are in support of the proposed BSN program starting by the three partner colleges Lake-Sumter State College, Seminole State College, and Valencia College. Dr. Wymer reported that a tentative timeline is in each packet for the development of the BSN program. The Notice of Intent (NOI) is the first official step for requesting the bachelor's degree. We plan on submitting the NOI to the state by mid-January. The time between the intent and the full proposal cannot exceed 100 days. A motion was passed with the following vote: Voting "yea"- Blankenship, Butler, Hill, Lee, Morris, Rice, and Wahl.

**President's Contract**

**2016-151**

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

**Level Naming Opportunities**

**2016-152**

Dr. Sidor explained that the Level of Naming Opportunities (Ref. Adm. Procedure 1-01/Rule 1.08) needs to be updated. With the new Science Health Building under construction at Clermont an evaluation of gift levels and naming opportunities has been done. It is recommended that the Board approve the changes setting the new level for naming opportunities to \$1 million as suggested in the supporting document, and all other changes and all other recommended changes. The motion was passed to accept the changes and additions with the following vote: Voting "yea" - Blankenship, Butler, Hill, Lee, Morris, Rice, and Wahl.

**LSSC Legislative Agenda**

**2016-153**

The motion was passed to accept the list of future needs based on the agenda with the following vote: Voting "yea" - Blankenship, Butler, Hill, Lee, Morris, Rice, and Wahl.

**LSSC Bookstore Contract**

**2016-154**

A request for proposal was sent out in August and three proposals were received in October from Barnes and Noble, Follett Higher Education Group, and BBA Solutions. It was determined that Follett and Barnes and Noble would be interviewed in person by a full committee. It was recommended that we continue the contracted services with Follett.

The motion was passed to accept the Follett Higher Education Group with the following vote:  
Voting “yea” - Blankenship, Butler, Hill, Lee, Morris, Rice, and Wahl.

**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 January 18, 2017 at 5:00 p.m. in the Board Room at the Leesburg Campus.

There being no further business, the meeting was adjourned at 7:35 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: Claudia Morris