

Lake-Sumter State College

**DISTRICT BOARD
OF TRUSTEES**

Board Meeting Packet
November 20, 2024



Lake-Sumter State College

DISTRICT BOARD OF TRUSTEES



Meeting Agenda

Wednesday, November 20, 2024

Leesburg Campus

4:00 PM DISTRICT BOARD OF TRUSTEES WORKSHOP

PUBLIC BOARD MEETING AGENDA

CALL TO ORDER - Chairman

PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

PUBLIC COMMENT

*A Public Comment Card must be submitted to the Recording Secretary at least 10 minutes prior to the start of the meeting.

PRESENTATIONS

Fall Athletics Student-Athletes – Dr. Joseph Mews, Vice President of Enrollment & Student Affairs

CONSENT CONSIDERATIONS

- | | | |
|---------|--------------|--|
| 1124-01 | Approve: | Minutes of October 14, 2024 Student Engagement Meeting |
| 1124-02 | Approve: | Minutes of October 15, 2024 Finance & Public-Private Partnership Meeting |
| 1124-03 | Approve: | Minutes of October 16, 2024 Regular Board Meeting |
| 1124-04 | Approve: | Minutes of November 13, 2024 Facilities Meeting |
| 1124-05 | Approve: | Proposed Curriculum Changes |
| 1124-06 | Acknowledge: | Personnel Staff Changes |
| 1124-07 | Acknowledge: | Monthly Fiscal Report for September 2024 |
| 1124-08 | Approve: | Purchases over \$65,000 |
| 1124-09 | Acknowledge: | Capital Improvement Projects Report |
| 1124-10 | Approve: | The Foundation, Inc. 990 |
| 1124-11 | Approve: | 2025-2026 Early College Agreements |
| 1124-12 | Approve: | 2024-2025 Marion County Career Pathways Agreement |
| 1124-13 | Approve: | Encompass Clinical Affiliation Agreement |
| 1124-14 | Acknowledge: | 2023 LSSC Operational Audit |
| 1124-15 | Approve: | LSSC & UFF State Insurance Plan MOU |

PRESIDENT'S REPORT

1124-16 Dr. Laura Byrd, Interim President

VICE PRESIDENT'S REPORTS

1124-17

BOARD ATTORNEY'S REPORT

1124-18 Ms. Anita Geraci-Carver's Update

Lake-Sumter State College

DISTRICT BOARD OF TRUSTEES



Meeting Agenda

Wednesday, November 20, 2024

Leesburg Campus

COMMITTEE REPORTS

- 1124-19 Executive Committee – Chair, Bret Jones
- Facilities Committee – Vice Chair, Ms. Jennifer Hooten
- Finance and Public-Private Partnerships Committee – Mr. Tim Morris
- Strategic Planning Committee – Mr. David Hidalgo
- Student Engagement Committee – Ms. Ivy Parks
- Foundation Liaison – Mr. David Hidalgo

NEW BUSINESS

- 1124-20 Approve: City of Leesburg Bus Shelter Relocation
- 1124-21 Approve: Naming for The Live Well Foundation of South Lake
- 1124-22 Approve: Beach Volleyball Courts Renderings, Leesburg Campus
- 1124-23 Approve: Naming for Leesburg Campus Athletics Fields
- 1124-24 Approve: LSSC Approval of Foundation Board Members/Officers
- 1124-25 Approve: The LSSC Foundation, Inc. 2025 Budget including College Support
- 1124-26 Acknowledge: The LSSC Foundation, Inc. 2023 Audit
- 1124-27 Approve: State Board of Education General Education Review Response
- 1124-28 Information: Presidential Update

ADJOURNMENT

CALENDAR NOTES:

District Board of Trustees Meeting	Wednesday, November 20, 2024 5:00 pm	Leesburg Campus
Thanksgiving Break	Wednesday, November 27 - Friday, November 29	
Special District Board of Trustees Meeting	Monday, December 2, 2024 5:00 pm	Leesburg Campus
Fall Nurse Pinning Ceremony	Monday, December 9, 2024 5:00 pm	Leesburg Campus
Fall Leesburg Commencement Ceremony	Tuesday, December 10, 2024 5:00 pm	Leesburg Campus
Fall Clermont Commencement Ceremony	Friday, December 13, 2024 5:00 pm	Clermont Arts & Recreation Center
Executive Committee	Wednesday, January 8, 2025 9:00 am	Clermont
Facilities Committee	Wednesday, January 8, 2025 4:30 pm	TBD
Finance and Public-Private Partnership Committee	Tuesday, January 14, 2025 3:00 pm	Leesburg Campus
Strategic Planning Committee	Tuesday, January 14, 2025 5:00 pm	TBD
District Board of Trustees Meeting	Wednesday, January 15, 2025 5:00 pm	South Lake Campus
LSSC Day of Service	Friday, February 7, 2025	
Executive Committee	Tuesday, February 11, 2025 9:00 am	Clermont
Finance and Public-Private Partnership Committee	Tuesday, February 11, 2025 3:00 pm	Leesburg Campus
Facilities Committee	Wednesday, February 12, 2025 4:30 pm	TBD
Strategic Planning Committee	Monday, February 17, 2025 5:00 pm	TBD
District Board of Trustees Meeting	Wednesday, February 19, 2025 5:00 pm	Sumter Center
Foundation Shamrock Shuffle	Saturday, March 1, 2025 8:00 am	Clermont Campus
Foundation Scholarship Dinner	Thursday, March 6, 2025 5:00 pm	Leesburg Campus

Spring Break	Monday, March 10 - Friday, March 14, 2025	
Executive Committee	Tuesday, March 11, 2025 9:00 am	Clermont
Strategic Planning Committee	Monday, March 17, 2025 5:00 pm	TBD
Finance and Public-Private Partnership Committee	Tuesday, March 18, 2025 3:00 pm	Leesburg Campus
District Board of Trustees Meeting	Wednesday, March 19, 2025 5:00 pm	Leesburg Campus
Executive Committee	Tuesday, April 8, 2025 9:00 am	Clermont
Facilities Committee	Wednesday, April 9, 2025 4:30 pm	TBD
Foundation Gala	Friday, April 11, 2025	TBD
Strategic Planning Committee	Monday, April 14, 2025 5:00 pm	TBD
Finance and Public-Private Partnership Committee	Tuesday, April 15, 2025 3:00 pm	Leesburg Campus
Student Experience Awards	Tuesday, April 15, 2025 6:00 pm	Leesburg Campus
District Board of Trustees Meeting	Wednesday, April 16, 2025 5:00 pm	South Lake Campus
Hawkspys Athletics Banquet	Wednesday, April 23, 2025 5:00 pm	Leesburg Campus
Spring Nurse Pinning Ceremony	Wednesday, May 7, 2025 5:00 pm	Leesburg Campus
Spring Clermont Commencement Ceremony	Thursday, May 8, 2025 5:00 pm	Clermont Arts & Recreation Center
Spring Leesburg Commencement Ceremony	Friday, May 9, 2025 5:00 pm	Leesburg Campus
Executive Committee	Tuesday, May 13, 2025 9:00 am	Clermont
Facilities Committee	Wednesday, May 14, 2025 4:30 pm	TBD
Strategic Planning Committee	Monday, May 19, 2025 5:00 pm	TBD
Finance and Public-Private Partnership Committee	Tuesday, May 20, 2025 3:00 pm	Leesburg Campus

District Board of Trustees Meeting	Wednesday, May 21, 2025 4:30 pm	Leesburg Campus
Executive Committee	Tuesday, June 10, 2025 9:00 am	Clermont
Facilities Committee	Wednesday, June 11, 2025 4:30 pm	TBD
Strategic Planning Committee	Monday, June 16, 2025 5:00 pm	TBD
Finance and Public-Private Partnership Committee	Tuesday, June 17, 2025 3:00 pm	Leesburg Campus
District Board of Trustees Meeting	Wednesday, June 18, 2025 5:00 pm	South Lake Campus Board Room

NO BOARD MEETING IN JULY

CONSENT CONSIDERATIONS



Lake-Sumter State College
STUDENT ENGAGEMENT COMMITTEE OF THE DISTRICT BOARD OF TRUSTEES
Monday, October 14, 2024 Minutes

In attendance: Ivy Parks, Chair, Bret Jones, Dr. Laura Byrd, Dr. Joseph Mews, and Kailyn Wurm.

Ms. Ivy Parks, Chair, called the meeting to order at 11:30 am.

Student Demographics & Enrollment

Dr. Joseph Mews presented on fall 2024 student demographics with updates on enrollment trends, capacity constraints with nursing, and areas of concentration that show an increase in student interest.

Advising & Intervention Model

The Committee reviewed the revised approach to student outreach for communicating with students more effectively. This revised model looks to improve pass rates, retention, and completion by notifying advisors pre-emptively to intervene. The Committee discussed the math updates from the State-level changes to math courses.

SLS Initiative

The Committee reviewed the refreshed SLS course initiative. Dr. Joseph Mews and his team will provide feedback from students at the next committee meeting on their experience with the refreshed course.

Career Engagement

Career Development Services (CDS) are developing a toolkit for supervisors during the student enrollment process. The CDS team is working on streamlining the application and placement processes for new and current student employees.

Ms. Ivy Parks adjourned the meeting at 12:21 pm.

Respectfully submitted by Kailyn Wurm, Recording Secretary.

Lake-Sumter State College
FINANCE & PUBLIC-PRIVATE PARTNERSHIP COMMITTEE OF THE DISTRICT
BOARD OF TRUSTEES
Tuesday, October 15, 2024 Minutes

In attendance: Tim Morris, Chair, Bret Jones, Dr. Laura Byrd, Michelle Matis, Bruce Duncan and Kailyn Wurm.

Mr. Tim Morris, Chair, called the meeting to order at 3:00 pm.

Review Health Insurance 2025

The Committee reviewed the health insurance for 2025 and focused on making sure all employees are enrolled by November 1.

Review September 2024 Financials

The Committee reviewed the September 2024 financials that will be presented at the Board meeting.

Other

Financial Audit

Ms. Michelle Matis provided an update on the status of the financial audit. The operational audit findings are pending.

Legislative Budget Request

The Committee discussed the South Lake Master Plan and Technology Innovation Center as part of the 2025 Legislative Budget Request. Dr. Laura Byrd and the Mr. Bret Jones will meet with local delegation of the College's request of the South Lake Campus and the Technology Innovation Center. The Committee also discussed to propose the Eusits Site CDL/Lineman program when discussing the Legislative Budget Request with local delegation. The Committee proposed the idea of agriculture in North Lake for a future potential request.

Naming Rights of LSSC Leesburg Athletics Fields

The Committee discussed the naming rights for the LSSC Leesburg athletic fields. Dr. Laura Byrd will review polices for naming and include this item on the next Board meeting agenda for review with a vote for approval at the November Board meeting.

Mr. Tim Morris adjourned the meeting at 3:36 pm.

Respectfully submitted by Kailyn Wurm, Recording Secretary.

**DISTRICT BOARD OF TRUSTEES
LAKE-SUMTER STATE COLLEGE
SUMTER CENTER
October 16, 2024**

PRESENT: Mr. Bret Jones, Board Chair, Ms. Jennifer Hooten, Vice-Chair, Dr. Laura Byrd, Interim President, Board Members: Ms. Ivy Parks, Mr. Tim Morris, Ms. Emily Lee, Mr. David Hidalgo, and Board Attorney Ms. Anita Geraci-Carver.

DISTRICT BOARD OF TRUSTEES WORKSHOP

The District Board of Trustees discussed the feedback from students, faculty, staff, and trustee of priorities and leadership characteristics for the next president. The Trustees agreed to review the information provided and continue discussion at a future meeting.

REGULAR MEETING

CALL-TO-ORDER:

The regular meeting of the District Board of Trustees, Lake-Sumter State College, was called to order by Board Chair Bret Jones at 5:00 p.m. on October 16, 2024, at the Sumter Center.

PUBLIC COMMENT:

Two public comment cards were submitted by Jeremy Norton and Alissa Sustarsic representing the LSSC faculty.

PRESENTATIONS:

Dr. Joseph Mews presented the annual report of Student Demographics to the District Board of Trustees.

CONSENT CONSIDERATIONS:

MOTION to approve, Ms. Jennifer Hooten, SECOND, Ms. Emily Lee, motion passed.

SCHEDULED INFORMATION REPORTS:

Interim President Byrd presented her report.

- New fall 2024 faculty were recognized at the College's annual New Faculty Reception with welcoming nine new faculty to LSSC.
- The Half Marathon has been approved for Cross Country for the 24-25 year.
- The College and students worked together on collecting donations for the sister colleges of the FCS impacted by Hurricane Milton. CDL students drove the eight pallets of donations to St. Pete College.
- The College is looking to make space on the Leesburg Campus for food pantry options that benefits both students and employees.
- The NAACLS accrediting body site visit for Medical Lab Technology occurred this month and the College is awaiting feedback from the accreditors.
- The College is looking into continued partnerships with SECO for subrecipient grants.
- The 2025 legislative budget request will be discussed at the next board meeting.

The Board Attorney report was presented by Ms. Anita Geraci-Carver.

Mr. Bret Jones presented the report for the Executive Committee Meeting.

Ms. Jennifer Hooten presented the report for the Facilities Committee Meeting.

Mr. Tim Morris presented the report for the Finance & Private-Public Partnership Committee.

Mr. David Hidalgo presented the reports for the Strategic Planning Committee and the Foundation.

Ms. Ivy Parks did not report for the Student Engagement Committee Meeting as a meeting is scheduled for October.

NEW BUSINESS:

1024-14 – NEW SPECIALIZED ASSOCIATE IN ARTS TRANSFER-UNIVERSITY OF CENTRAL FLORIDA

The following Specialized Associate in Arts Transfer – University of Central Florida (SAAT-UCF) degrees will provide students the opportunity to complete their prerequisites at Lake-Sumter State College prior to transferring to the University of Central Florida to complete a bachelor's degree in each of these areas: SAAT-UCF Biomedical Science, Biology, SAAT-UCF Business, SAAT-UCF Computer Science, SAAT-UCF Engineering (three pathways: 1. mechanical, aerospace, industrial; 2. computer and electrical; 3. civil), SAAT-UCF Health Sciences

Motion to approve moving forward with adding the SAAT-UCF in Biomedical, Science/Biology, Business, Computer Science, Engineering (3 pathways), and Health Science degrees to the Lake-Sumter State College portfolio, Mr. Tim Morris, SECOND, Ms. Emily Lee, motion passed unanimously.

1024-15 – AWARDING POSTHUMOUS HONORARY DEGREE – ZARIA AMANDA RYAN

LSSC may award a posthumous honorary degree to former students upon consideration of an official request and review of degree progress. Student Zaria Amanda Ryan passed away unexpectedly on September 10, 2024. She was pursuing an Associate in Arts degree at LSSC and on track to graduate this academic year. It has been requested that the College award her with an honorary A.A. degree in the upcoming December Commencement Ceremony.

MOTION to approve the conferral of an Associate in Arts degree honoris causa to Zaria Amanda Ryan and awarded at the December 2024 commencement ceremony, Mr. Tim Morris, SECOND, Ms. Jennifer Hooten, motion passed unanimously.

1024-16 – ORLANDO HEALTH NATIONAL TRAINING CENTER FACILITY USE AGREEMENT

The agreement between the College and Orlando Health National Training Center provides permission for the College's Student/Athletes to utilize their facilities for training and competition.

MOTION to approve the Orlando Health National Training Center Facility Use Agreement, Ms. Emily Lee, SECOND, Ms. Ivy Parks, motion passed unanimously.

1024-17 – ORLANDO HEALTH, INC. MEDICAL SERVICES AGREEMENT

The agreement between the College and Orlando Health, Inc. allows for medical services to be provided for student athletes during all home game events.

MOTION to approve the Orlando Health, Inc. Medical Services Agreement, Ms. Tim Morris, SECOND, Ms. Emily Lee, motion passed unanimously.

1024-18 – SUMTER COUNTY SCHOOLS “PATHWAYS TO BECOMING A CERTIFIED TEACHER” MOU

The Memorandum of Understanding between the College and Sumter County School District allows Sumter County to take advantage of the "Pathway to Becoming a Certified Teacher" program.

MOTION to approve the Sumter County Schools “Pathways to Becoming a Certified Teacher” MOU, Ms. Ivy Parks, SECOND, Ms. Jennifer Hooten, motion passed unanimously.

1024-19 – WATERMAN SNF OPERATIONS, LLC. CLINICAL AFFILIATION AGREEMENT

This agreement between the College and Waterman SNF Operations, LLC. provides nursing students the opportunity to perform clinical practicums at the Solaris facility of Waterman Village in Mount Dora.

MOTION to approve the Waterman SNF Operations Clinical Affiliation Agreement, Ms. Emily Lee, SECOND, Ms. Jennifer Hooten, motion passed unanimously.

1024-20 – THE EDGEWATER AT WATERMAN VILLAGE CLINICAL AFFILIATION AGREEMENT

This agreement between the College and The Edgewater at Waterman Village provides nursing students the opportunity to perform clinical practicums at the Edgewater facility at Waterman Village in Mount Dora.

MOTION to approve the Edgewater at Waterman Village Clinical Affiliation Agreement, Mr. Tim Morris, SECOND Ms. Emily Lee, motion passed unanimously.

1024-21 – WILLIAMS-JOHNSON ROOF RESTORATION, LEESBURG CAMPUS

It is recommended to award the WJ roofing restoration project to Garland/DBS, Inc. with the lowest bidding roofing contractor.

MOTION to approve the Williams-Johnson Roof Restoration project to Garland/DBS, Inc. at the Leesburg Campus, Ms. Emily Lee, SECOND Mr. David Hidalgo, motion passed unanimously.

1024-22 – NAMING TRANSFER FOR CONGRESSMAN STEARNS

The library on the LSSC Leesburg Campus was approved by the District Board of Trustees for naming recognition for Congress Clifford Stearns on May 2021. Since that time, the library has been deemed uninhabitable and was not renovated as planned. In order to honor the naming for Congressman Stearns, the LSSC Foundation, Inc. recommends transferring the naming for Congressman Stearns to the Center for Teaching and Learning on the Leesburg Campus.

MOTION to approve the naming transfer for Congressman Stearns at the Leesburg Campus, Ms. Jennifer Hooten, SECOND Mr. David Hidalgo, motion passed unanimously.

1024-23 – NAMING OF THE LIVEWELL FOUNDATION AT SOUTH LAKE, SOUTH LAKE CAMPUS

In recognition of monetary contributions to the LSSC Foundation, Inc. to support Health Professions, the LSSC Foundation, Inc. recommends naming the Respiratory Care Lab at the South Lake Campus for The Live Well at South Lake.

This item is for informational purposes only and will be brought back for approval at the next meeting.

1024-24 – RECOMMENDATION FROM DR. BYRD FOR NOVEMBER 8, 2024 EARLY RELEASE

Interim President Byrd is recommending the District Board of Trustees approve an early release of College employees on November 8, 2024 in recognition of their collective contributions to supporting students and achieving the Fall 2024 enrollment goals. The District Board of Trustees requested employees be given a full day on November, 8, 2024.

MOTION to approve the full day off on November, 8, 2024, Mr. Tim Morris, SECOND, Ms. Emily Lee, motion passed unanimously.

1024-25 – LEESBURG CAMPUS BEACH VOLLEYBALL COURTS

The LSSC Foundation, Inc. recommends the acceptance of an in-kind gift to upgrade the current practice outdoor volleyball courts to competition level beach volleyball courts. This will allow our beach volleyball players to compete on our campus.

MOTION to approve the Beach Volleyball Courts at the Leesburg Campus, Ms. Ivy Parks, SECOND, Ms. Emily Lee, motion passed unanimously.

1024-26 – CONDUCTING A COMPRESSION STUDY OF FACULTY AND STAFF SALARIES

A faculty and staff compression study would assess the current pay structure, identifying potential areas where salary compression may exist, particularly between newly hired employees and long-serving staff members in similar roles.

MOTION to approve research on a faculty and staff compression study, Mr. Tim Morris, SECOND, Ms. Jennifer Hooten, motion passed unanimously.

1024-27 – EMPLOYMENT AGREEMENT FOR INTERIM PRESIDENT

The District Board of Trustees requested the College to review the employment agreement for Dr. Laura Byrd since serving as Interim President beginning August 30, 2024 and to provide compensation recommendations for Board consideration and approval.

MOTION to approve the employment agreement for Interim President, Dr. Laura Byrd, since serving as Interim President beginning August 30, 2024, Mr. Tim Morris, SECOND Ms. Jennifer Hooten, motion passed unanimously.

1024-28 – NAMING OF LEESBURG CAMPUS ATHLETICS FIELDS

The District Board of Trustees discussed the renaming of the Leesburg Campus Athletics Fields, consisting of the baseball field, softball field, and concession stand. The District Board of Trustees recommended the renaming of the field to Michael Matulia.

This item is for informational purposes only and will be brought back for approval at the next meeting.

OTHER CONSIDERATIONS:

The next regular meeting is scheduled for November 20, 2024 at the Leesburg Campus.

The meeting was adjourned at 6:42 p.m.

ATTEST:

Mr. Bret Jones, Chair

Dr. Laura Byrd, Secretary/Interim College President

Recording Secretary: Kailyn Wurm

Lake-Sumter State College
FACILITIES COMMITTEE OF THE DISTRICT BOARD OF TRUSTEES
Wednesday, November 13, 2024 Minutes

In attendance: Jennifer Hooten, Chair, Tim Morris, Dr. Laura Byrd, Thom Kieft, and Kailyn Wurm.

Ms. Jennifer Hooten, Chair, called the meeting to order at 4:30 pm.

South Lake Campus – Master Plan Presentation

The final master plan rendition from Jacobs Engineering & DPZ Engineering will be presented at the November board meeting for review.

Leesburg Campus

Student Services Building 2nd Floor Renovation

Final inspections will be completed by the end of the week. Furniture will be delivered by the beginning of next week and move-ins will follow shortly after.

Williams-Johnson Roof Restoration

Materials are ready for begin this project between December 2024 – January 2025.

Workforce Development Center

The current renderings from HuntonBrady Architect will be presented at a special board meeting in December 2024 for review.

Building M HVAC Project

The building received new air handles and new chillers and projected to be completed at the beginning of December 2024.

Liberal Arts Demolition

The Liberal Arts Building has been about 80% demolished with a projected completion of the beginning of December 2024.

Sumter Center – Parking Lot Resurfacing

Springstead Engineering will begin designing the parking lots at the Sumter Center. Once complete, the College will take the designs out to bid.

Eustis Center Grant Updates

The College did not receive approval on the FL Commerce Grant – Job Growth Grant. Dr. Laura Byrd will be looking into a new grant application process that requires a 1-1 match. Mr. Tim Morris will look to engage with local delegation on supportive efforts from Tallahassee on this project.

Mr. Tim Morris adjourned the meeting at 4:46 pm.

Respectfully submitted by Kailyn Wurm, Recording Secretary.

Background/References

Per Florida Statute 1001.64, each District Board of Trustees is specifically authorized to adopt rules, procedures, and policies, consistent with law and rules of the State Board of Education, related to its mission and responsibilities as set forth in s. 1004.65, its governance, personnel, budget and finance, administration, programs, curriculum and instruction, buildings and grounds, travel and purchasing, technology, students, contracts and grants, or college property. The Curriculum Committee prepares a monthly report on the status of committee business.

Description

A report on the status of Curriculum Committee transactions approved by the Strategic Planning Council and the President's Cabinet is attached.

Recommendation

Motion to approve the proposed curriculum changes as written.



Date 10/25/24

Curriculum Proposals

No.	ACTION	COURSE	PROGRAM/COURSE TITLE
7	Credit Course Addition	OCE 1001	Introduction to Oceanography
7a	Credit Course Deletion	OCE 1000	Introduction to Marine Science
8	Credit Program Modification		BASL Sports Leadership Concentration
8a	Credit Course Deletion	PET 3361	Human Nutrition
8b	Credit Course Deletion	PET 4083	Personal Training Methods
9	Credit Course Modification	MAC 1105C	College Algebra with Integrated Review

Background/References

Per the Florida Statute 1001.64 (18), each Board of Trustees shall establish the personnel program for all employees of the Florida College System institution. Human Resources personnel transactions includes New Hires, Resignations, Retirements, and Separations that are presented to the District Board of Trustees for review.

Description

New Hires:

Name	Title	Effective Date
Brianna Snow	Acting Accountant	10/01/2024
Beckie Weaver	Coordinator, Early College Outreach and Programming	10/7/2024
Maria Rodriguez	Specialist, Enrollment Services	10/7/2024
Pam Gordon	Specialist, Financial Aid	10/7/2024
Anthony Ritter	Assistant Director, Dual Enrollment	10/21/2024
Jennifer Tedman	Specialist, Enrollment Services	10/21/2024
Victoria Lee	Academic Advisor, Athletics	10/21/2024
David Diomede	Web Developer	10/21/2024
Gino Santos	Specialist I, Technology Support	10/28/2024

Staff Status Changes

Name	Title	Effective Date
Dr. Laura Byrd	Interim President and Senior Vice President, Institutional Advancement	09/01/2024
Devin Horvath	Director Enterprise Systems	10/01/2024
David Phillips	Chief Information Security Officer	10/01/2024
Kelly Gibson	Payroll Manager	10/14/2024
Nickalou Bhajan	Manager, Enterprise Systems	10/22/2024
Kristopher King	Analyst, Enterprise Solutions	10/22/2024
Caitlin Skiles	Project Manager, Enterprise	10/22/2024

Departures:

Name	Title	Effective Date
Justin Doucet	Computer Technician I	10/07/2024
Kitania McKinnon	Clinical Coordinator - Health Professions	10/29/2024
Lashanda Grady	Enrollment Service Specialist	10/30/2024

Recommendation

Motion to acknowledge the Human Resource Staff Changes for October 1 – October 31, 2024 as written.

Monthly Fiscal Report for October 2024

Agenda Item: 1124-07

Background/References

Each month a report is provided to the District Board of Trustees accounting for the activity in the major operating fund (Fund 1) of the College. This report is prepared by the Office of the Vice President of Finance, and is intended to keep the District Board of Trustees apprised of the financial condition of the College.

Description

The General Operating Budget Fund 1 Report, is attached to this agenda item.

Recommendation

Motion to acknowledge the Monthly Fiscal Report for October 2024 as written.

Lake-Sumter State College
Fiscal Status Report - Fund 1
General Current Fund
July 1, 2024 through October 31, 2024

ITEM: 1124-07

	FY 2023-24		FY 2024-25			
	Annual Budget	10/31/2023	Annual Budget	10/31/2024	Percent of Budget Earned/Spent	Projected 6/30/2025
REVENUES & BUDGETED FUND BALANCE						
Student Fees						
Fall						
Tuition	\$ 2,883,900	\$ 3,141,104	\$ 3,451,420	\$ 3,897,208	113%	\$ 3,589,477
Technology Fees	144,300	157,064	166,300	194,873	117%	171,289
Distance Learning	309,300	312,390	340,551	357,345	105%	347,362
Dual Enrollment	386,700	482,266	389,000	451,255	116%	688,530
HSCA Dual Enrollment	577,080	419,070	577,093	587,129	102%	565,551
Lab Fees	79,600	92,864	99,086	94,531	95%	105,031
Spring						
Tuition	\$ 2,616,700	\$ 35,756	\$ 3,113,630	\$ 30,379	1%	3,230,529
Technology Fees	131,000	1,787	149,300	1,519	1%	154,160
Distance Learning	294,100	-	304,208	45	0%	312,626
Dual Enrollment	433,500	(216)	480,000	(648)	0%	619,677
HSCA Dual Enrollment	526,700	-	546,984	-	0%	508,996
Lab Fees	117,300	64,596	176,750	75,152	43%	94,528
Summer						
Tuition	\$ 949,300	\$ (9,148)	\$ 1,291,280	\$ (25,871)	-2%	1,317,106
Technology Fees	45,000	(457)	62,100	(1,293)	-2%	63,342
Distance Learning	157,000	(750)	159,405	(300)	0%	162,593
Dual Enrollment	0	(12,165)	0	(43,485)	0%	0
Lab Fees	9,600	(205)	33,290	(1,505)	-5%	33,956
Miscellaneous Fees	190,300	118,492	302,639	130,045	43%	154,346
Youth Development	252,000	2,184	250,000	7,324	3%	187,500
Continuing Education	2,163,250	261,474	1,127,788	396,600	35%	1,348,441
Total Student Tuition and Fees	\$ 12,266,630	\$ 5,066,108	\$ 13,020,824	\$ 6,150,303	47%	\$ 13,655,040
General Revenue Operational Support	\$ 21,090,865	\$ 6,986,311	\$ 20,958,984	\$ 7,045,048	34%	\$ 20,958,984
General Revenue Nursing Support	764,607	382,304	764,600	598,676	78%	764,600
General Rev. Student Success Incentive Initiative	338,782	112,927	338,782	132,045	39%	338,782
State Dual Enrollment Scholarship Program	370,000	136,880	400,000	229,437	57%	400,000
Educational Enhancement Support	3,100,000	-	3,231,881	-	0%	3,231,881
Miscellaneous State Contracts	111,800	-	26,000	(2,742)	-11%	26,000
Federal Support Indirect Cost	75,000	2,343	75,000	65,738	88%	65,738
Foundation Support	20,000	-	-	1,560	0%	1,560
Other Contracts	1,121,200	173,048	586,868	196,646	34%	586,868
Miscellaneous Revenue	23,850	23,592	24,100	31,068	129%	31,068
Total Revenues	\$ 39,282,734	\$ 12,883,513	\$ 39,427,039	\$ 14,447,778	37%	\$ 40,060,520
Transfers In	490,000	-	1,000,000	-	-	1,000,000
Total Revenues and Transfers In	\$ 39,772,734	\$ 12,883,513	\$ 40,427,039	\$ 14,447,778	36%	\$ 41,060,520
EXPENDITURES						
Personnel Expenditures						
Salaries and Wages	\$ 22,045,323	\$ 5,791,930	\$ 22,917,640	\$ 6,241,345	27%	\$ 22,278,047
Benefits	7,779,971	2,278,365	7,757,893	2,413,217	31%	7,762,140
Lapse Salary and Benefits	(1,886,000)	-	(900,000)	-	0%	-
Current Operating Expenditures	9,450,628	3,141,373	10,098,417	3,205,649	32%	9,937,927
Capital Outlay Expenditures	58,000	-	40,000	-	0%	40,000
Contingency	500,000	-	500,000	-	0%	500,000
Total Expenditures	\$ 37,947,922	\$ 11,211,668	\$ 40,413,950	\$ 11,860,210	29%	\$ 40,518,113
Transfer to Fund Other Funds	(1,800,000)	(2,496)	-	-	-	-
Excess of Revenues over (Expenditures)	\$ 24,812	\$ 1,669,348	\$ 13,089	\$ 2,587,567		\$ 542,407

Background/References

Each month a report is provided to the District Board of Trustees accounting for any purchases that have been approved by the President which fall between \$65,000 and \$195,000. This report is prepared by the Office of the Vice President of Finance and Chief Financial Officer, and is intended to apprise the Board of purchases that fall under the authority of the President to approve. The authorization requiring the President's approval of such purchases is guided by Board Rule 6.09, Purchasing.

Description

Purchase Orders Over \$65,000 – October 2024

Vendor: Garland/DBS, Inc
Item Description: Leesburg Williams-Johnson Roof
Amount: \$214,848.00
Purchase Order #: P2500279
Vendor Code: X00134126

Vendor: EAB
Item Description: Starfish Connect & Engage
Amount: \$76,055.00
Purchase Order #: P2500278
Vendor Code: X00135257

Recommendation

Motion to approve the purchases over \$65,000 for the month of October 2024 as written.

Background/References

The Facilities Department prepares a monthly report on the status of Capital Improvement Projects.

Description

A report on the status on projects is attached.

Recommendation

Motion to acknowledge the Capital Improvement Projects Report for October 2024 as written.

Capital Improvement Projects FY 2024-2025			
November 2024 Update			
Project Description	CIP Budget	Expended or PO issued as of 10/31/24	Progress To Date
Safety			
Leesburg Campus William-Johnson Bldg. HR Dead-end Corridor	\$10,000	\$0	In Planning. One of the Continuing Services CMARs will be assigned.
Fire Safety Upgrades (DM)	\$75,000	\$80,903	Fire Safety related repairs and replacement of Fire Alarm System devices are in progress. Design is in process for an overhaul of the fire alarm system including panel, strobes, duct detectors, etc. for the Leesburg Campus Gym.
Security Upgrades	\$25,000	\$3,805	Selected security cameras are being replaced as they fail.
Roofs			
Roof Maintenance and Repairs (DM)	\$50,000	\$0	In progress. Deferred Maintenance FY 23 Budget allocated for maintenance/repairs.
South Lake Campus Bldg.1 New Gutters Installation (DM)	\$80,000	\$0	In planning.
Leesburg Campus William-Johnson Admin. Building Roof Restoration (DM)	\$420,000	\$218,781	PO issued to Garland on 10/29/24. A preconstruction meeting is scheduled on 11/7/24 to confirm the project mobilization and timeline.
Paving-Grounds			
South Lake Campus Irrigation	\$20,000	\$0	Repairs are being made by a vendor as needed.
South Lake Campus Drainage Pipe Break Repair	\$100,000	\$99,657	Faden/Paquette completed the project repairs early September, 1,800 SY of sod was also added within the basin to help stabilize the area from washout.
Sumter Center Repave, Repair and Re-stripe Parking	\$300,000	\$0	In planning. A design proposal was received Sept 30 from Springstead Engineering to create a parking lot layout which will be taken out for bid.
New Structure			
Sumter Center Workforce Instruction Pavilion & Restroom Facility	\$585,000	\$585,780	PO issued to Faden on 5/29/24. The new structure is prefabricated with a 14 week lead time. Engineering services were secured for the civil, mechanical and electrical scope. Construction installation is anticipated to start in December and complete January 2025.
Eustis CDL Pad and Building	\$5,750,000	\$197,000	In Design Development with the architect, civil engineer and contractor. Construction timeline is currently (TBD). Funding through grant is pending.
Leesburg Campus Workforce Development Center	\$18,500,000	\$1,453,399	PO issued to Hunton Brady on 7/7/24. Schematic Design in progress.

Capital Improvement Projects FY 2024-2025			
November 2024 Update			
Project Description	CIP Budget	Expended or PO issued as of 10/31/24	Progress To Date
HVAC			
HVAC Projects (exhaust fans, air handler units, coil overhaul, etc.) (DM)	\$225,000	\$316,762	Multiple HVAC projects in progress or completed FY 24-25. Proposals are in review from Siemens to reinsulate Leesburg Campus Chillers 1&2.
Leesburg Campus Building M HVAC Replacement	\$820,000	\$752,243	The new AHUs and chillers were crane lifted in place on Oct 21. HVAC installations and tie-in work is scheduled to complete mid November.
Leesburg Campus William Johnson Admin Building HVAC Design and Replacement	\$100,000	\$28,597	Bids received April 5 are overbudget and on hold. Scope modifications are in discussion.
Leesburg Campus New Chiller	\$650,000	\$0	In planning.
General			
Furniture and Equipment (All campuses)	\$40,000	\$21,560	On going procurement as approved by leadership.
Leesburg Campus Monument Signage	\$75,000	\$0	In planning. The Leesburg Campus monument sign is in the final stages of design. The Facilities monument sign was damaged during the last hurricane and is currently in pricing for replacement.
Signage (All Campuses)	\$10,000	\$16,572	In planning or completed FY 24-25..
Building Upgrades			
South Lake Campus Building-2 1st and 3rd Floors Redesign	\$180,000	\$3,762	Planning to start design services. Some refresh work for the Lobby has started.
Leesburg Campus Student Services Building 2nd Floor Remodel	\$3,300,000	\$3,131,446	Welbro began mobilization on May 28th and demo started June 3rd. Construction timeline is June - November 2024, including installation of new furniture.
Building Envelope DM23 (various)	\$300,000	\$60,802	In planning. A PO was issued on 10/29 for exterior building repairs at the South Lake Campus Science-Health Building; construction timeline is currently TBD.
Leesburg Campus Liberal Arts Building Demolition	\$450,000	\$304,418	In progress. MEP disconnects and reconnection work for the IT Bldg began in October. The Liberal Arts building demo will occur in November. Final completion including repair to the grounds is scheduled mid December.
Exterior Painting Projects	\$10,000	\$0	Exterior refresh painting is on-going. Sumter Center Bldg.1 is complete.
Interior Painting (All Campuses)	\$8,000	\$8,385	Various interior painting projects continue at all Campuses.

Capital Improvement Projects FY 2024-2025			
November 2024 Update			
Project Description	CIP Budget	Expended or PO issued as of 10/31/24	Progress To Date
Leesburg Campus Student Services Building 1st Floor Remodel	\$700,000	\$51,889	The first phase of Design Development with Spiezele architects began Feb 2024 and is in progress.
Leesburg Campus Team Locker Room	\$300,000	\$222,827	Contractor refresh work began July 10. New lockers, flooring and soft seating was installed in September. Some mechanical & electrical repairs were also completed.
Leesburg Campus Student Center Vet Lounge Office and SGA Refresh	\$20,000	\$0	In planning.
Leesburg Campus Athletics Complex Upgrades	\$50,000	\$27,574	In progress. Improved netting for batting cage and around dugouts, fencing for the bullpen, and curbing for east side of gym between mulch and parking lot.
Leesburg Campus Center for Teaching and Learning Front Entrance Door Replacement	\$30,000	\$0	In planning with Faden Builders. Scope of work is projected for completion in December.
Leesburg Campus Center for Teaching and Learning Remodel/Convert 116 to Offices	\$80,000	\$0	In planning with Faden Builders. Scope of work is projected for completion in December.
Leesburg Campus Student Services Building Elevator ADA Upgrade/Replacement	\$650,000	\$57,850	In design planning with Spiezele Architects and Welbro Builders.
Leesburg Campus Student Services Building Pipe Repairs	\$75,000	\$0	On hold.
South Lake Campus Building-2 Boardroom 327 Refresh	\$30,000	\$0	Refresh work completed early July 2024.
South Lake Campus E-Sports Room Refresh	\$20,000	\$29,642	E-Sports Room in SL Bldg.2 101 is complete and in use by the students. New lights, ceiling tiles, equipment and furnishings were provided.
South Lake Campus Masterplan	\$450,000	\$457,350	In planning with Jacobs Engineering/DPZ. Charrette presentations were conducted during the entire week of August 26. Presentation of final master plan on November 20, 2024.
South Lake Campus Testing Services Remodel	\$40,000	\$1,358	In planning.

Background/References

Lake-Sumter State College Board Rule 1.07 requires the District Board of Trustees to annually approve all direct support organizations (DSO). Administrative Procedure 1-05 states that an annual post audit of the LSSC Foundation's financial account, conducted by an independent certified public accountant, containing sufficient detail so that the activities, sources of the income, and recipients of the expenditures will be fully disclosed, except, however, the identity of the donors who desire to remain anonymous shall be protected and that the anonymity shall be maintained in the auditor's report.

Description

The Lake-Sumter State College Foundation Board accepted the LSSC Foundation audit and the 990 and presents the 990 for review by the LSSC District Board of Trustees. The LSSC Foundation, Inc. 990 was provided to the District Board of Trustees by email.

Recommendation

Motion to acknowledge the LSSC Foundation, Inc. 990 as written.

Background/References

Per the Florida Statute 1001.64 (6), Each Board of Trustees has responsibility for the establishment and discontinuance of program and course offerings in accordance with law and rule.

In accordance with Florida Statute 1007.273 (1), each Florida College System institution shall work with each district school board in its designated service area to establish one or more early college programs. As used in this section, the term “early college program” means a structured high school acceleration program in which a cohort of students is enrolled full time in postsecondary courses toward an associate degree.

Summary

The 2025-2026 Early College Agreements provides access to students in Lake and Sumter counties with the following dual enrollment program opportunities:

- Lake County Schools
 - Criminal Justice
 - Health Sciences Collegiate Academy
 - AICE-TO-AA ACADEMY
- Sumter County Schools
 - Early College Academy
 - Engineering Tech
- The Villages Charter School, Inc.

These agreements were provided to the District Board of Trustees by email.

Recommendation

Motion to approve the 2025-2026 Early College Dual Enrollment Agreements as written.

Background/References

Per the Florida Statute 1001.64 (6), Each Board of Trustees has responsibility for the establishment and discontinuance of program and course offerings in accordance with law and rule.

In accordance with Florida Statute 1007.273 (1), each Florida College System institution shall work with each district school board in its designated service area to establish one or more early college programs. As used in this section, the term “early college program” means a structured high school acceleration program in which a cohort of students is enrolled full time in postsecondary courses toward an associate degree.

Description

The College has six Career Pathways Articulation Agreements in partnership with the following school systems:

- The Florida Virtual School;
- Lake County Schools;
- Marion County Schools;
- Sumter County Schools;
- The Villages Charter School;
- Lake Technical College

The District Board of Trustees previously approved three-year extensions for 5 of the 6 schools. Marion County Schools has chosen to extend this agreement for one year. The agreement was provided to the District Board of Trustees by email.

Recommendation

Motion to approve the Marion County Career Pathways Agreement as written.

Encompass Health Rehabilitation Hospital of Clermont, LLC. Clinical Affiliation Agreement

Agenda Item: 1124-13

Background/References

Per the Florida Statute 1001.64, each Board of Trustees shall be responsible for cost-effective policy decisions appropriate to the Florida College System institution's mission, the implementation and maintenance of high-quality education programs within law and rules of the State Board of Education, the measurement of performance, the reporting of information, and the provision of input regarding state policy, budgeting, and education standards.

Description

This agreement between the College and Encompass Health Rehabilitation Hospital of Clermont, LLC. provides healthcare students the opportunity to perform clinical practicums at their facility in Clemont, FL.

The agreement was provided to the District Board of Trustees by email.

Recommendation

Motion to approve the Encompass Health Rehabilitation Hospital of Clermont, LLC. as written.

Background/References

Every year, the State of Florida Auditor General's Office conducts an audit of Lake-Sumter State College's operations and presents their report to the District Board of Trustees. The audit for the calendar year January - December 2023 is complete.

Description

The Auditor General provided a copy of the 2023 Operational Audit Report to each member of the District Board of Trustees and it is available on the Florida Auditor General's website.

Recommendation

Motion to acknowledge the 2023 LSSC Operational Audit as written.

Background/References

All agreements between the College and the United Faculty of Florida must be ratified by the LSSC District Board of Trustees.

Description

The College and the Union agree that Article 13.10 (Entry into State Employees' Benefits Program), tentatively agreed on by the parties October 21, 2024 may be implemented effective immediately, pending a final agreement on a full collective bargaining agreement. The agreement has been ratified by the the United Faculty of Florida and now needs to be considered by the District Board of Trustees.

Recommendation

Motion to approve the LSSC - UFF MOU State Insurance Plan as written.

Memorandum of Understanding Between the Lake-Sumter State
College District Board of Trustees and the United Faculty of
Florida – Lake- Sumter State College

Subject: Immediate Implementation of Article 13.10

The Lake-Sumter State College District Board of Trustees (LSSC) and the United Faculty of Florida – Lake-Sumter State College (UFF-LSSC) agree as follows:

1. The College and the Union agree that Article 13.10 (Entry into State Employees' Benefits Program), tentatively agreed on by the parties October 21, 2024 may be implemented effective immediately, pending a final agreement on a full collective bargaining agreement.
2. Nothing in this Memorandum of Understanding shall be construed as prohibiting either party from making proposals and negotiating over any tentative agreement as part of the parties' continuing negotiations toward a complete agreement.



Chief Negotiator – LSSC

10-21-2024
Date




Chief Negotiator – UFF LSSC

10-21-2024
Date

College 10-21-2024 Proposal

Section 13.10. Entry into State Employees' Benefits Program

Notwithstanding any other provision of this Agreement, including the provisions of Article 13, in the event that the College is required or is permitted to participate in the State Employees' Benefits Program, then benefits available to faculty shall be those set forth in the state plan. The terms, conditions, benefits, premium costs, and any other costs or benefits applicable to faculty shall be those established by the state and set forth in the state plan, notwithstanding any provision to the contrary set forth in this Agreement, including Article 13. The state plan, and its terms, conditions, benefits, and costs, shall supersede any previous College-provided benefit plans.



10-21-2024

PRESIDENT'S REPORT



VICE PRESIDENT'S REPORTS



Division of Institutional Advancement Update for the President and Board of Trustees November 20, 2024

Dr. Laura Byrd, Interim President | Senior Vice President, Institutional Advancement

Access

- The LSSC Foundation received 928 scholarship applications (28% increase over last spring) for Spring 2025 from October 1-October 31 and plans to award \$500,000 in scholarships.
- The 12th Annual Monster Dash 5K/10K was held on Saturday, October 26, 2024, at the Leesburg Campus. There was a record numbers of 320 registrants and over 80 volunteers! The event raised over \$20,600+ in sponsorships, donations, and registrations.
- The 2025 Annual Campaign kicked-off internally with Faculty & Staff. The Employee Giving Campaign launched with emails, segmented letters, and an updated website. To date, 31% of employees have made a gift, totaling \$38,500.
- The Foundation, through the Student Emergency Assistance fund has awarded \$32,583.29 to 64 students for the 2024 year.
- The Annual Board Meeting and Annual Campaign kick-off will be on Thursday, January 9, 2025, on the Leesburg campus.
- The Foundation was awarded a grant for \$10,000 to support scholarships from the SunCoast Credit Union Foundation.
- The Foundation applied for a grant with the Hans & Cay Jacobsen Foundation for \$25,000 to support student scholarships.

Workforce Development

- The Distinguished Alumni and Hall of Fame Awards ceremony was held on Tuesday, October 28, 2024. The winners are as follows.

Distinguished Alumni 2024

- Professional Achievement: Judge Jason Nimeth 2004
- Valor: Captain Michael McMaster 1992
- Scholar: Gregory Craig 2008
- GOLD (Graduate of the last decade): Robert Weller 2020 & 2021
- Heart of a Volunteer: Imre Hocker 2018 & 2021

Hall of Fame 2024

- Faculty: Heather Elmatti
- Staff: Rob Johnson 1995 & 2014
- Trustee: Bret Jones
- Athletics: Jennifer Bryant 2020
- Community Partner: Charles B & Mary M McLin Foundation

Learning and Work Environment

- The Foundation has hired a Coordinator, Kristin Shepler who starts on 11/4/24.
- Giving Tuesday event – Alumni Relations is leading a day of giving initiative, which is part of the annual campaign. Alumni will have a challenge where they can participate in this fundraising event.

GIFTS AND CONTRIBUTIONS RECEIVED

October 1 – October 31, 2024 \$76,471.23

Division of Academic Affairs
Report to the President and District Board of Trustees
November 20, 2024
Ms. Karen Hogans, Vice President of Academic Affairs

Access

- Dr. Stephanie Luke, Executive Director of Education Programs, is working to develop the proposals for the Bachelor's in ESE and the Bachelor's in Secondary ELA Bachelor's Program which will be submitted to the State Board of Education for consideration.

Student Learning & Success

- Professor Heather Elmatti is working with Honor Student Jennifer Salome to create a Human Library, which is where students, faculty, and staff can sign-up to have a 10-15 minute conversation with individuals about varying topics.
- Librarians are continuing to work as Team Leads and liaisons with academic support teams on creating Academic Support pages for specific Disciplines.
- Professor Heather Elmatti and Professor Toni Upchurch have worked tirelessly on spearheading Open Mic Events for both campus locations. This particular event, which has not happened since before COVID, is back after four long awaited years and will be part of "Nonfiction November" and is open to all students, staff, and faculty. With this event, one is able to share poetry, much, or any spoken word. The events will be held on both the Leesburg and South Lake campus on November 12 and November 13.

Learning & Work Environment

- VP Hogans, Dean Craig, and Dean Clark attended the Association of Florida Colleges and Joint FCS Councils meeting in Orlando the week of November 5th. VP Hogans participated on a panel during the Council of Instructional Affairs meeting with colleagues from Valencia College, UCF, Miami-Dade College, and College of Central Florida to discuss the addition of the Specialized Associate in Arts Transfer programs process.
- One hundred sixty-five people attended the *LSSC Showcase* theater production (the two shows were held October 11th and 12th). Ticket sale proceeds covered the Black Box space usage fees paid to the Clermont Arts and Recreation Center. We enthusiastically invite all members of the Board to our next production – *Almost, Maine!* Show dates are December 4th, 5th, 11th, 12th, and 14th.
- Adjunct Philosophy Professor Dr. Andrew Winters is the editor for *A Critical Companion to David Lynch* published this month by Rowman & Littlefield: [A Critical Companion to David Lynch - 9781666928105](https://doi.org/10.1080/9781666928105) A second academic publication is forthcoming - *H.P. Lovecraft and Philosophy* with Bloomsbury.
- Professor Heather Elmatti received the LSSC Foundation Faculty Hall of Fame Award.
- Dean Greg Craig received the LSSC Foundation Alumni Hall of Fame Award.
- Asst. Librarian Ana Diamand is the president of the Florida Association of College and Research Libraries (FACRL), and she gave the welcoming/opening speech for their conference on 18 Oct. 2024.
- Podcast with Innovate EDU "Bridging the Gap: Harnessing Substitute Teaching to Prepare Tomorrow's Educators" took place October 16, 2024 @ 3:00 PM with Marni Kay-Martinez (LSSC), Dr. Stephanie Luke (LSSC), & Amanda Von Moos (Substantial Schools).
<https://www.youtube.com/watch?v=p6IGzO9o9ig>

Enrollment & Student Affairs Division Update for the President and Board of Trustees November 20, 2024

Dr. Joseph Mews, Vice President of Enrollment & Student Affairs

Enrollment Summary

As of September November 12, Fall 2024 enrollment stands at a record-high 6,104 headcount in credit programs, an increase of 16.8% (+880) compared to the previous record and final total of 5,224 last fall. Full-time equivalency (FTE) is trending ahead of last year by more than 19%. Spring 2025 registration opened in October, and currently have 3,362 students registered, an increase of 23.3% (+636) compared to this time last year.

Access

- The Recruitment team generated 840 applications for admission to the Spring 2025 term, an increase of 25.1% (+169) compared to last year.
- Application conversion rates are ahead by 5% compared to this time last year.
- Academic Advisors enrolled 80 new first-time-in-college students for Spring 2025 so far.
- Early College Programs team held several events for students enrolled in our Early College Programs: Criminal Justice Academy Summit (10/18), AICE-To-AA Summit (10/29), Sumter County Workforce Day at Sumter Center (11/14), and The Villages Academy Summit (11/15).

Student Learning & Success

- Fall-to-spring retention rates are up by 6% compared to this time last year.
- Academic Advising team hosted a Virtual Registration Rally (10/30) for spring registration and is actively working with students on academic warning and probation in prep for the spring.
- Nine SGA members attended the fall FCSSA conference at HCC in Tampa. Angelica Re is the Region 3 Coordinator, and Cannon Wisley is the Director of Legislative Affairs on the State Board. Sofiya Boardman and Bryce Seide both earned certifications.
- Nov. Student Wellness communications and activities include election self-care, stress management, test-taking anxiety, holiday preparation & mental health, and other related areas.
- The inaugural men's golf season is showing early highlights. The sport crosses over from the fall semester into the spring semester. The College will be hosting the first tournament event in the spring.
- Cross country was able to compete at Nationals in Richmond, VA, including Men's Half Marathon.
- Volleyball completed its season despite missing six different matches due to hurricanes.
- The Athletics Academic Advisor recently started, and we are in the process of hiring a new Strength and Conditioning Coach (anticipated start date in January)
- Contracted with Orlando Health-National Training Center to provide sports medicine and an athletic trainer for the South Lake Campus sports.
- Fall 2024 Commencement Ceremonies are scheduled for Leesburg and South Lake on December 10 and 13, respectively. Both will start at 5:00 PM, with faculty and staff assembling at 4:15 PM. We expect nearly 250 of our 400+ graduates to participate in the ceremonies.

Workforce Development

- The new student employment plan launched in September. So far, 100 students have been hired by the College this fiscal year.
- Registered the completion of 25 micro-internships thus far for fall 2024 and secured placements for 12 full internships for Spring 2025.
- Two new business partners have agreed to hire 33 of the AS in Business Administration for micro-internships this spring.

Facilities Planning and Operations Division
Update for the President and District Board of Trustees
November 20, 2024

Thom Kieft, Vice President, Facilities Planning and Operations

Learning & Work Environment

Leesburg Campus

- WELBRO is concluding the Student Services Building 2nd floor renovation. Final cleaning has commenced. We are still waiting on two sections of fire rated storefront and the new glass railing. Furniture will be delivered the morning of November 18. This project will conclude in the late fall of 2024.
- The razing of the Liberal Arts Bldg. has commenced. As of November 8, 50% of the building has been razed. The electrical switchover for the Network Operations Center in Bldg. 8 and the capping of the chilled water pipes was successful. Faden Builders has created a draft timeline which has the project concluding in December 2024.
- The Bldg. M HVAC replacement is underway and is anticipated to conclude the first week of December. This project included two new outside chillers as well as air handler units in the mechanical room. Two temporary chillers were leased to keep the CareerSource and Advent occupants cool during the project.
- The structural steel that was corroding under chiller plant cooling towers 3 and 4 was replaced with new steel that was dipped and should last 25-30 years.
- The baseball field's bullpen fencing has been replaced and the baseball dugout roof replacements are scheduled for December.

Sumter Center

- LSSC Facilities and Westbrook worked on the air handler unit and ductwork in Bldg. 4. A new was installed on an air handler in Bldg. 4 to produce more CFM in the library area which is rented on Sundays to the Family Church Sumter.
- The Workforce Pavilion is on order and anticipated to be delivered and constructed onsite in mid-January. Work with the concrete pad and utilities will commence prior to this date.
- Springstead Engineering is preparing the design documents for Parking Lots B-D around buildings 1-3 to take out to bid for repaving the lots.

South Lake Campus

- The South Lake Campus Master Plan process is concluding on November 20 with a presentation from Jacobs Engineering and DPZ CoDesign at the Board of Trustees Workshop.
- Minor roof repairs were performed on buildings 1, 2, and 3 following the recent hurricanes.

**Financial Services Division
Update for the President and Board of Trustees
November 20, 2024**

Michelle Matis, Vice President, Finance and Chief Financial Officer

Learning and Work Environment

- RFP for Armed Security Services released in October and submissions were due Nov 6. An evaluation team met Nov 12 to develop a short list of firms for final presentations occur before Nov 22. Recommendation for award will be presented to the DBOT in December. The current security services contract ends December 31.
- State auditors continue their work on the audit of FY24 AFR.
- The draft report on the Operational Audit was released to senior administration and members of the DBOT. While the auditors previously indicated in an exit conference that there were 3 findings, the report only contained 2 findings. A written response is being prepared by the College and will be submitted to the Auditor General.
- Attended AFC Conference and COBA meeting during the conference.
- HR held multiple benefits fairs for full time faculty and staff in October and assisted many staff individually in getting enrolled in the new health insurance plans that take effect January 1, 2025. The college successfully enrolled 100% of eligible faculty and staff over a 3-week period.
- Work is ongoing to continue to catch up on Level 2 background screenings for employees hired prior to October 1, 2023, as required by the state. Completion rate is currently at 75%.
- HR collaborated with Marketing to design a 30 second recruitment trailer to be show in movie previews at EPIC theaters in Mount Dora, The Villages and Clermont.
- Professional and Organizational Development has rescheduled Feathered Pathways, LSSC day of personal and professional development for December 12. This event was originally scheduled for October but had to be postponed due to Hurricane Milton.
- Required annual employee training on FERPA, Cybersecurity and Campus Safety has been rolled out through our LMS, Canvas. Staff must annually complete these trainings.
- Professional and Organizational Development facilitated a retreat for Early College Programs and a Franklin Covey Learning Lab.

Student Learning and Success

- The Store Manager position was recently filled and a new hire started November 4. A soft opening of the South Lake Campus store is planned for December 6 with a more formal opening set for after the college reopens in January. A date for the Leesburg store is still being determined.

Technology Innovation Division
Update for the President and District Board of Trustees
November 20, 2024

Nick Kemp, Vice President of Technology Innovation and Chief Information Officer

Learning and Work Environment

Cybersecurity

- Completed mandatory Annual Cybersecurity Canvas training for employees, featuring innovative video content to enhance phishing email recognition skills.
- Achieved 1.7% response rate in recent phishing campaign, outperforming 5.2% industry average.
- Finalized Optional Cybersecurity Canvas training for students, incorporating custom videos to boost threat recognition capabilities. The new Cybersecurity Video is located at: <https://www.youtube.com/watch?v=PdavHfu4crc>
- Intercepted and processed 31,000 phishing emails in October 2024 (413,000 year-to-date), primarily targeting students.

Enterprise Systems

- Completed Canvas Data Automation: Enables real-time student performance monitoring in TargetX and PowerBI, facilitating early interventions for at-risk students
- Implemented Same Day Registration: Streamlines enrollment process, allowing students to register for classes on application day.
- Initiated Swoopbot upgrade: Incorporates generative AI and Banner SSO integration for enhanced student assistance, launching by year-end.
- Developed custom process to extract DegreeWorks audit data, enabling internal reporting capabilities.
- Created dashboard for tracking individual student progress, completed courses, and remaining requirements.
- Upgraded DegreeWorks to latest version, resolving planning defect for advising team.

Institutional Effectiveness

- Conducted faculty academic assessment workshops, resulting in over 80% of academic programs submitting updated assessment plans aligned with accreditation standards.
- Served as SACSCOC on-site review committee peer reviewer, gaining valuable insights to refine internal accreditation processes.
- Led review and update of SACSCOC Standard 8.1 (Student Achievement) data, enhancing accuracy and relevance of student success metrics.
- Established updated student achievement benchmarks, improving institutional readiness for SACSCOC 5th-year interim report.

**Division of Workforce Programs
Update for the President and District Board of Trustees
November 20, 2024**

Rep. John Temple, Vice President of Workforce Programs

Access

- On November 5th, the Florida Department of Health approved clinicals for the Medical Lab Program so that students could conduct their labs with partners in the field.

Workforce Development

- On November 4th we onboarded Alberto Rodriguez, Four Corners Director, and Andrew Hernandez, Digital Media Director. As they get settled and assess the programs additional reports and plans will be shared in the coming meetings. There are continued recruitment efforts to fill open positions with high-quality instructors and industry leaders to provide
- The lineworker graduation coming up on December 6th in Sumterville is from 9:00 a.m. - 11:00 a.m.
- On November 12th, VP Temple attended the rural Renaissance Road Show for Southeast. He represented Lake Sumter State on a panel board, "Empowering Careers: Investing in Our People," along with three other industry leaders.

Learning and Work Environment

- Bob Seigworth, adjunct for the Relay program, is retiring at the end of this semester. He has been a major supporter, instructor, and advisor to the program.

BOARD ATTORNEY'S REPORT





November 15, 2024

District Board of Trustees for
Lake-Sumter State College
9501 U.S. Highway 441
Leesburg, Florida 34474

Re: Board Attorney Report for November 20, 2024

Dear Trustees:

Below is an update on several matters of interest to the Board.

Karen Parker v. Lake-Sumter State College and Leadership Lake County, Inc., Lake County Case No. 2019-CA-001641. Ms. Parker alleges the College was negligent surrounding an alleged incident on August 18, 2016 where Ms. Parker claims she was injured when she tripped and fell while attending an event on the Leesburg campus. Attorney Dylan Hall is defending the College. On August 20, 2024, Leadership Lake County, Inc. filed a second Motion to Compel Plaintiff to respond to discovery. Leadership Lake County, Inc. also filed a Motion for Final Summary Judgment. A hearing on Leadership Lake's Motion for Final Summary Judgment is scheduled for January 8, 2025. Additional medical records are being requested from Plaintiff's physicians, insurance carriers, and other medical related facilities. A Case Management Conference was held October 1, 2024. On October 17, 2024 Judge Takac entered an Order After Case Management Conference. The Court expressed in the Order his frustration with Plaintiff's counsel's disregard of prior deadlines and Orders entered, and Plaintiff's counsel's lack of knowledge of the case. Plaintiff must serve disclose all evidence to be used at trial no later than November 15, 2024 of the evidence will not be permitted at trial over a party's objection. The Plaintiff is ordered to appear for a medical exam relating to her knee within 60 days of the Order. The Court ordered the parties to endeavor to work toward a trial date no later than July 14, 2025.

Notice of Charge of Discrimination; EEOC Charge No. 510-2024-04478. A former employee filed a charge of discrimination with the Florida Commission on Human Resources alleging the College was discriminated against "based upon disability in violation of both the Americans with Disabilities Act and the Florida Civil Rights Act of 1992." The Notice alleges the former employee has severe allergies, the College knew of this condition and was nevertheless terminated on or about November 1, 2023. Attorney Brian Koji is representing the College in this matter. The former employee's attorney relayed a demand of \$55,000 from the College in exchange for a general release.

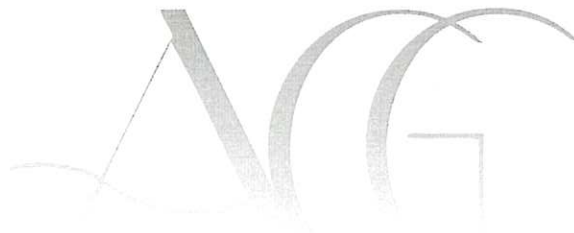
If you have any questions, please feel free to call me. I look forward to seeing you at the Board meeting.

Respectfully submitted,

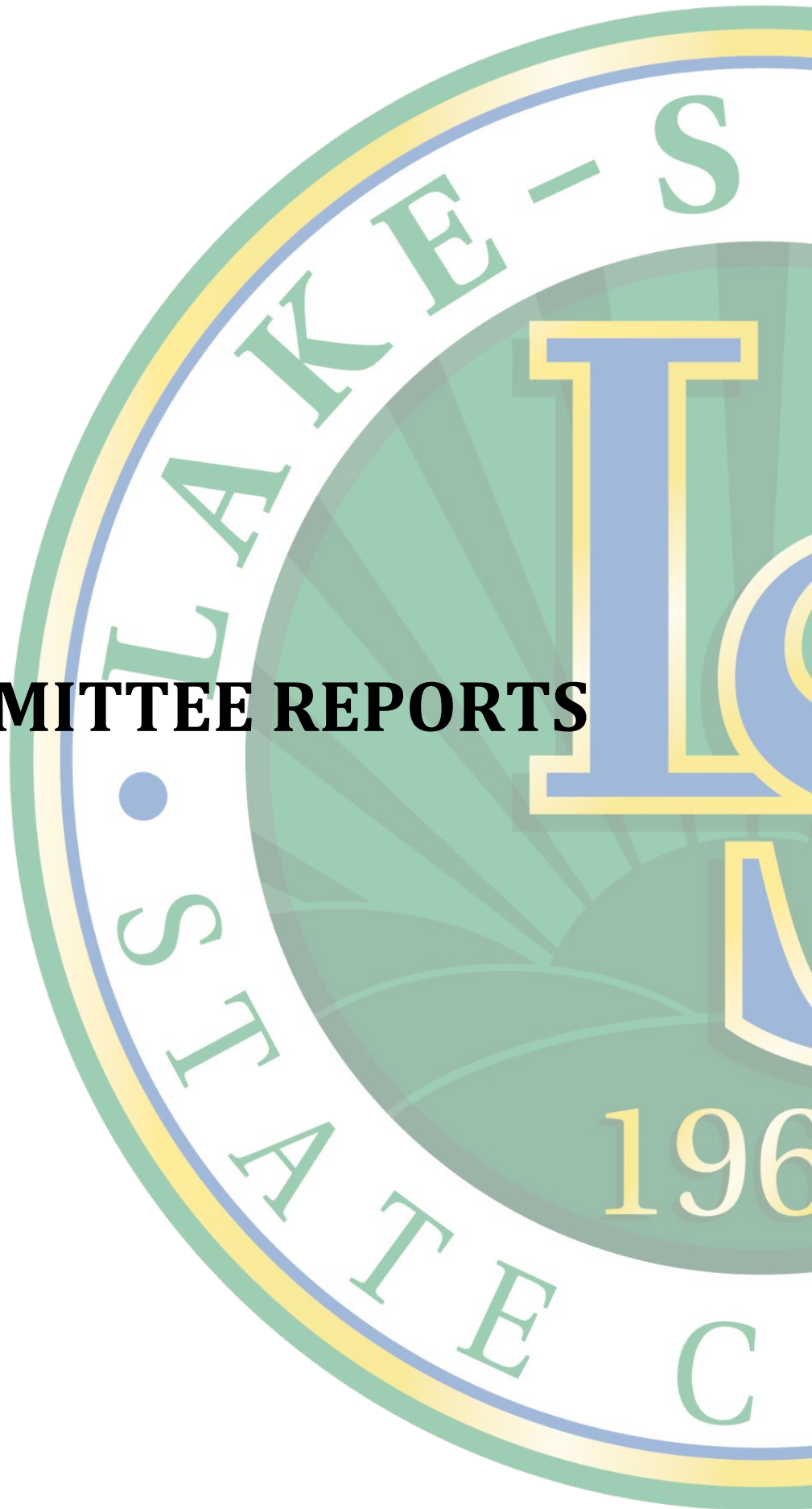


Anita Geraci-Carver

cc: Dr. Byrd, Interim President



BOARD COMMITTEE REPORTS



- I. Executive Committee – Chair, Mr. Bret Jones**
- II. Facilities Committee – Vice Chair, Ms. Jennifer Hooten**
- III. Finance and Private-Public Partnerships Committee – Mr. Tim Morris**
- IV. Strategic Planning Committee – Mr. David Hidalgo**
- V. Student Engagement Committee – Ms. Ivy Parks**
- VI. Foundation Liaison – Mr. David Hidalgo**

NEW BUSINESS



Removal of Bus Stop Shelter Leesburg Campus & Right of Entry

Agenda Item: 1124-20

Background/References

Per Florida Statute 1001.64, each Board of Trustees may purchase, acquire, receive, hold, own, manage, lease, sell, dispose of, and convey title to real property, in the best interests of the Florida College System institution.

Description

This agreement with Lake County and LSSC permits the City of Leesburg to remove the bus stop shelter and its amenities on the Leesburg Campus. As part of the removal project, the County will be entering LSSC's property.

The agreement was provided to the District Board of Trustees by email.

Recommendation

Motion to approve the agreement for the removal of bus stop shelter on the Leesburg Campus and right of entry as written.

Naming for The Live Well Foundation at South Lake, South Lake Campus

Agenda Item: 1124-21

Background/References

Per Florida Statute 1001.64, the District Board of Trustees shall be responsible for cost-effective policy decisions appropriate to the Florida College System institution's mission, the implementation and maintenance of high-quality education programs within law and rules of the State Board of Education, the measurement of performance, the reporting of information, and the provision of input regarding state policy, budgeting, and education standards.

In accordance with Board Rule 1.08, in order to recognize gifts to Lake-Sumter State College and the Lake-Sumter State College Foundation, Inc. given for college facilities, scholarships, endowed chairs and any other part or program of LSCC, the donor's name may be used on the entity for which the gift was given. Naming must be done in accordance with guidelines adopted by the District Board and must be approved by the District Board and have the consent of the donor.

Description

In recognition of monetary contributions to the LSSC Foundation, Inc. to support Health Professions, the LSSC Foundation, Inc. recommends naming the Respiratory Care Lab at the South Lake Campus for The Live Well at South Lake.

This item was previously reviewed by the District Board of Trustees at the October Board meeting and brought back for final approval.

Recommendation

Motion to approve the naming for The Live Well Foundation at South Lake, South Lake Campus as written.

Leesburg Campus Beach Volleyball Courts Renderings

Agenda Item: 1124-22

Background/References

Per Florida Statute 1001.64, the District Board of Trustees shall be responsible for cost-effective policy decisions appropriate to the Florida College System institution's mission, the implementation and maintenance of high-quality education programs within law and rules of the State Board of Education, the measurement of performance, the reporting of information, and the provision of input regarding state policy, budgeting, and education standards.

Description

The District Board of Trustees approved the acceptance of an in-kind gift to upgrade the current practice outdoor volleyball courts to competition level beach volleyball courts. The renderings of the upgrades to the District Board of Trustees will be provided at the meeting for approval.

Recommendation

Motion to approve the Beach Volleyball Courts renderings at the Leesburg Campus as written.

Naming for Leesburg Campus Athletics Fields

Agenda Item: 1124-23

Background/References

Per Florida Statute 1001.64, the District Board of Trustees shall be responsible for cost-effective policy decisions appropriate to the Florida College System institution's mission, the implementation and maintenance of high-quality education programs within law and rules of the State Board of Education, the measurement of performance, the reporting of information, and the provision of input regarding state policy, budgeting, and education standards.

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Description

In recognition of a monetary gift to the LSSC Foundation, Inc. – consisting of the baseball field, softball field, and concession stand – will be renamed.

This item was previously reviewed by the District Board of Trustees at the October Board meeting and being brought back for final approval for the naming of Michael Matulia.

Recommendation

Motion to approve the naming for the Leesburg Campus Athletics Fields as written.

LSSC Approval of Foundation Board Officers/Directors for 2025

Agenda Item: 1124-24

Background/References

Lake-Sumter State College Board Rule 1.07 requires the District Board of Trustees to annually approve all direct support organizations (DSO). The Lake-Sumter State College Foundation is the only College approved DSO.

Description

At the July 24, 2024 Lake-Sumter State College Foundation Quarterly Board meeting, the Board approved and recommends to the District Board of Trustees the 2025 slate of Foundation Officers:

Past President, Michelle Michnoff
President, Josh Gonzales
President-Elect, Daniel Whitehouse
Vice President, Leslie Rotarius
Treasurer, Sheri Olson
Secretary, Dr. Laura Byrd
Trustee Liaison, David Hidalgo
Faculty Liaison, Sybil Brown
LSSC College Interim President, Dr. Laura Byrd

The LSSC Foundation Board approved and recommends the incoming LSSC Foundation Directors:

Mendy Bacon
Wilky Briette
Jennifer Clutts
Susan Emrick
Ana Germeroth
John George
Captain Mike McMaster
Jason Meyer
James Myers.

Recommendation

Motion to approve the 2025 Foundation Board Officers/Directors as written.

Background/References

Lake-Sumter State College Board Rule 1.07 requires the District Board of Trustees to annually approve all direct support organizations (DSO). Administrative Procedure 1-05 allows the direct support organization to make reasonable use of the College property, facilities and personnel services

Description

The Lake-Sumter State College Foundation, Inc. Board approved the 2025 budget to include in-kind contributions from the College for approval.

Recommendation

Motion to approve the LSSC Foundation, Inc. 2025 Budget as written.

Lake-Sumter State College Foundation 2025 Operating Budget

General Operating Budget

	2024 Approved Budget	2024 Operating Actual (Sep 30, 2024)	2025 Proposed Budget	Increase/(Decrease) Over Prior Budget	
Revenues					
Contributions	\$50,000	\$65,983	\$50,000	\$0	
Fundraising Activities (Transfer at year-end)	100,000	71,218	100,000	-	
In-Kind Support	406,655	404,261	438,155	31,500	Note 1
Administrative Fees (Transfer at year-end)	5,000		5,000	-	
Bank and Investment Income	14,000		14,000	-	
Total Revenues	\$ 575,655	\$ 541,462	\$ 607,155	\$ 31,500	
Expenditures					
Bank Fees	\$ 10,000	\$ 6,085	\$ 10,000	\$ 0	
Travel Expenses	3,000	489	3,000	-	
Special Events Expenses	6,500	26,508	6,500	-	
Food and Food Products	25,000	14,125	25,000	-	
Professional Development	3,500		3,500	-	
Contractual Services	30,500	35,047	160,500	130,000	Note 2
Other Services and Expenses	9,500	5,195	9,500	-	
Community Relation Expenses	12,000	4,524	12,000	-	
Materials and Supplies	8,500	4,323	8,500	-	
Postage and Printing	6,000	3,113	6,000	-	
Software Agreements	15,000		15,000	-	
Alumni Event Expense	10,000	178	10,000	-	
Alumni Operating Expense	5,000		5,000	-	
Alumni Materials and Supplies	2,000		2,000	-	
Alumni Postage and Printing	2,000		2,000	-	
In-Kind Support Personnel	378,500	383,457	410,000	31,500	Note 1
In-Kind Support Facility Use	28,155	20,804	28,155	-	
Total Expenditures	\$ 555,155	\$ 503,848	\$ 716,655	\$ 161,500	
Investment Activity					
Bank and Investment Income	\$ 30,000	\$ 68,109	\$ 30,000	\$ 0	
Realized Market Gain (Loss)	-	285,139	-	0	
Unrealized Market Gain (Loss)	-	207,042	-	0	
Management Fees	(15,000)	(17,717)	(15,000)	0	
Total Investment Activity	\$ 15,000	\$ 542,573	\$ 15,000	\$ 0	
Surplus/(Deficit)	\$ 35,500	\$ 580,187	(\$94,500)	(\$130,000)	Note 3

Note 1

In-Kind Support Revenue increased for funding to cover personnel expense for new position, Alumni Relations Director. This has a zero net impact on the budget.

Note 2

Increase in Contractual Services to cover a full year of previously approved consulting services.

Note 3

Budget Deficit to be covered by the Unrestricted Operating Fund Balance which currently has a balance of \$3.7M as of Sep 30, 2024.

Background/References

Lake-Sumter State College Board Rule 1.07 requires the District Board of Trustees to annually approve all direct support organizations (DSO). Administrative Procedure 1-05 states that an annual post audit of the LSSC Foundation's financial account, conducted by an independent certified public accountant, containing sufficient detail so that the activities, sources of the income, and recipients of the expenditures will be fully disclosed, except, however, the identity of the donors who desire to remain anonymous shall be protected and that the anonymity shall be maintained in the auditor's report.

Description

The Lake-Sumter State College Foundation Board accepted the 2023 LSSC Foundation audit and an presents for review by the LSSC District Board of Trustees.
The audit was provided to the District Board of Trustees by email.

Recommendation

Motion to acknowledge the LSSC Foundation, Inc. Audit 2023 as written.

Background/References

In accordance with statutory requirements from Sections (ss.) [1007.25](#) and [1007.55](#), Florida Statutes (F.S.), all public postsecondary institutions must annually review their general education course offerings to ensure compliance with the content, principles and standards required for general education courses in the state of Florida. Guidance regarding implementation of the statutes is provided in Florida Administrative Rule 6A-14.0303 General Education Core Course Options.

Description

The LSSC Board of Trustees and College President approved the institution's 2025-26 general education course offerings August 19, 2024. The approved list was submitted to the FLDOE Office of Articulation (ACC) for review by the September 1, 2024, deadline. On October 25, 2024, LSSC received a letter of findings from the ACC detailing items in the submission in need of revision. LSSC general education faculty and staff convened the week of October 30, 2024, reviewed the findings letter, and made modifications as listed in the attachment.

Significant revisions: Remove PHI 2630 Contemporary Ethics and SLS 1122 Strategies for Student Success from institutional core; modify the ARH 2050 Art History I course description to include "The course will include selections from the Western Canon."; and add PHI 2600 Introduction to Ethics as General Education institutional core credit to replace PHI 2630 (as requested by LSSC Humanities faculty and dean).

Recommendation

Motion to approve the LSSC's 2025-26 General Education course offerings and revisions requested by the FLDOE listed in the attached documentation as written.

**State Board of Education**

Ben Gibson, *Chair*
Ryan Petty, *Vice Chair*
Members
Esther Byrd
Grazie Pozo Christie
Kelly Garcia
MaryLynn Magar

Manny Diaz, Jr.
Commissioner of Education

October 25, 2024

Dr. Laura Byrd
Interim President
Lake-Sumter State College
9501 U.S. Highway 441
Leesburg, Florida 34788

RE: 2024 General Education Course Review

Dear President Byrd:

The Florida Department of Education, Division of Florida Colleges (DFC), appreciates the assistance provided by Lake-Sumter State College during the 2024 General Education Review, conducted in accordance with sections 1007.55 and 1007.25, Florida Statutes. The DFC has completed its review of the general education courses submitted by your college. The courses listed in this letter are flagged for four possible types of discrepancies and are grouped in sections accordingly. Some courses may be flagged for more than one discrepancy. The four sections are as follows.

1. Section one: courses flagged as not appropriate for general education.
2. Section two: courses flagged as requiring an amendment to the description, learning outcome(s), or choice of general education subject area to come into compliance with the statutory requirements.
3. Section three: courses flagged for technical errors, including but not limited to mislabeled course titles, inappropriate course designators, typographical errors, etc.
4. Section four: courses flagged for any discrepancies between the institution's submitted course list and what the institution entered in the Statewide Course Numbering System (SCNS). Examples include a course status of "updated" or "removed" on the course list, yet no change was submitted in the SCNS; or a course flagged for more than one general education subject area in the SCNS.

All changes made to courses, course descriptions or learning outcomes based on this review must be completed and submitted to the Office of Articulation by November 22, 2024. This due date includes all necessary revisions to SCNS and the readoption of your general education course list by your Board of Trustees, if the changes cause differences from the list already certified and submitted by your institution.

Please notify the Office of Articulation when you have completed all revisions based on the feedback below so that a final review by our staff may be completed.

KATHRYN S. HEBDA
FLORIDA COLLEGE SYSTEM CHANCELLOR

www.fldoe.org

Dr. Laura Byrd
Page Two
October 24, 2024

Section 1: Courses Flagged by the DFC as Not Appropriate for General Education:

PHI 2630 Contemporary Ethics

- The course may not align with general education statutory requirements.
- The course description may be out of alignment with statutory requirements.

SLS 1122 Strategies for Student Success

- The course may not align with general education statutory requirements.
- The course appears on the institution's course list as Social Science but appears in SCNS as Communications.

Section 2: Courses Flagged by the DFC to Amend for Statutory Compliance:

ARH 2050 Art History 1

- The course description may be out of alignment with statutory requirements.

MAC 1105C College Algebra with Integrated Review

- The course description and learning outcomes are out of alignment with statutory requirements and State Board of Education Rule for General Education Core courses.

MAC 2311 Calculus with Analytic Geometry I and Honors

- The course description and learning outcomes are out of alignment with statutory requirements and State Board of Education Rule for General Education Core courses.

MGF 1130 Mathematical Thinking

- The course description and learning outcomes are out of alignment with statutory requirements and State Board of Education Rule for General Education Core courses.

PHY 2053C General Physics 1 with Lab

- The course description and learning outcomes are out of alignment with statutory requirements and State Board of Education Rule for General Education Core courses.

Section 3: Courses Flagged by the DFC for Technical Errors:

CHM 1083 Environmental Science

- The learning outcomes contain typographical errors.

OCE 1000 Introduction to Marine Science

- The course description contains a typographical error.

PHY 2049C Physics 2 with Calculus Lab

- The learning outcomes contain typographical errors.

Dr. Laura Byrd
Page Three
October 24, 2024

PHY 2054C College Physics 2 with Lab

- The learning outcomes contain typographical errors.

Section 4: Courses Flagged by the DFC for Discrepancies:

ARH 2050 Art History 1

- The course appears on the list as a Humanities; however, the course is not designated as a Humanities general education course in SCNS.

ENC 1102 Composition Literature

- The course appears on the list as a core course; however, ENC 1102 is not a core course.

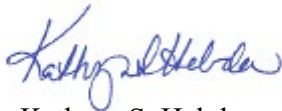
All courses marked as “Reviewed and Updated” should be updated in SCNS or have a pending effective date of Fall semester 2025.

Please remove any courses that were included in your submission that are “discontinued” in the SCNS.

All courses designated “Removed from General Education” on the institution’s list must have the general education designation removed in SCNS immediately or submit a change request to remove it effective with the start date of the Fall semester 2025.

We congratulate you and your team on the outstanding work exemplified throughout your college’s review of the general education courses. If the institution has any questions regarding this letter, please contact Dr. Clifford Humphrey, Executive Vice Chancellor, at Clifford.Humphrey@fldoe.org. Thank you again for your cooperation and prompt attention.

Sincerely,



Kathryn S. Hebda
Chancellor

KH/ch

Cc: Dr. Karen Hogans, Vice President of Academic Affairs, Lake-Sumter State College

Background/References

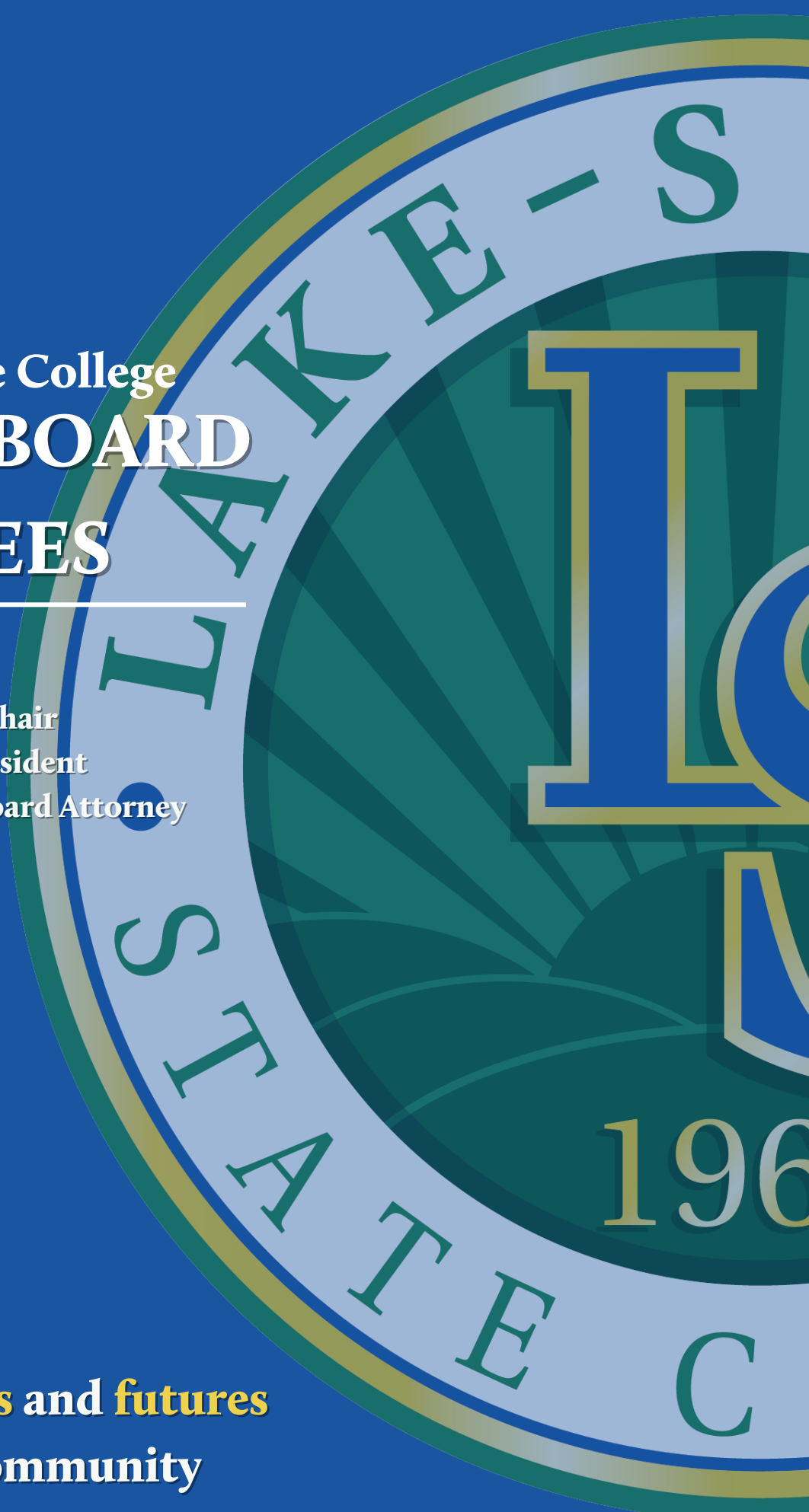
Per Florida Statutes 1001.64, each Florida College System Board of Trustees is vested with the responsibility to govern its respective Florida College System institution and with such necessary authority as is needed for the proper operation and improvement thereof in accordance with rules of the State Board of Education.

Description

A presidential update will be shared.

Recommendation

This item is for informational purposes only.

The logo of Lake-Sumter State College is a circular seal. The outer ring contains the text "LAKE-SUMTER STATE COLLEGE" in a serif font. The inner circle features a stylized sunburst or fan shape with rays emanating from the center. The year "1966" is visible at the bottom right of the inner circle. The colors are primarily blue, green, and gold.

Lake-Sumter State College
**DISTRICT BOARD
OF TRUSTEES**

Mr. Bret Jones, Chair

Ms. Jennifer Hooten, Vice Chair

Dr. Laura Byrd, Interim President

Ms. Anita Geraci-Carver, Board Attorney

Mr. David Hidalgo

Ms. Emily Lee

Mr. Timothy Morris

Ms. Ivy Parks

**Transforming *lives* and *futures*
throughout our community**