The District Board of Trustees met on February 25, 2014 at the Sumter Campus. The highlight of the evening was a salute by the District Board to Mr. John Froman for his years of loyal service at LSSC as Controller. His last day on board is February 28. Mr. Froman presented a PowerPoint giving a Mid-Year Review of the 2013-14 Finances. The last slide was the surprise Board salute to Mr. Froman.

The four candidates who completed the Faculty Rank and Promotion process were approved by the Board for promotion as follows: Dr. Melanie Wagner to Professor, Dr. Katie Roles to Assistant Professor, Marilee Elias to Assistant Professor and Nicole Tinney to Assistant Professor. These promotions will take effect July 1, 2014 along with an accompanying salary increase.

The Board approved the appointments of Vicki Ward as Assistant Vice President of Business Affairs; Stephanie Brinkley as Senior Manager Grants; and Jane Little as Senior Administrative Specialist, Human Resources; accepted the retirement notice of John Froman; and approved the separation of Margie Nichols.

Revision of Board Rule 5.01 – Administrative and Faculty Contracts was approved. The revised Rule has been placed in the Rules Manual on the website.

For the past 35 years, the College has followed a modified four-day summer work week. The Board approved the 2014 four-day schedule which will begin on Monday, May 5 and end on Friday, July 25, 2014.

Mr. Froman presented the Mid-Year Review of Finances to the Board and his projections for year end. Overall the revenues are mostly in line with the exception of Dual Enrollment fees which are down by 19%. Expenses are in line with previous years and within budget. The College is tracking toward a break even budget which is believed can be improved upon by June 30, 2014, the end of our fiscal year. The Board had no questions and thanked Mr. Froman.

The following LSSC Foundation officers for 2014 were approved Tim McRae, President; George Davis, President-Elect; Lori Farfaglia, Vice President; Mac Andrews, Treasurer; Rosanne Brandenburg, Executive Director/Secretary; Harry Hackney, Past President; Dr. Charles Mojock, LSSC President; Margo Odom, Trustee Liaison; and Dr. Gary Sligh, Faculty Liaison. Also approved for three-year terms were new Directors: Bob Bone, Mike DeGraw, LeLayna France, Josh Gonzales, Lindsay Holt, David Jordan, Kathy Nail, Jakki Perry, Kim Varnadore, Linda Weekley and Joe Ziler.

The Board approved and acknowledged the following:

- Curriculum revisions recommended by the Curriculum Committee and the President
- Monthly fiscal report for January 2014
- Facilities update indicating projects at Leesburg: replacing Liberal Arts Building roof, refurbishing of racquetball courts, renovation of area for the Network Operations Center; establishment of an area for the Math Emporiums at Leesburg and South Lake; additional “Sail” area covering at South Lake; College-Wide Educational Plant Survey, and continuation of new signs and branding on all campuses.
- Purchases over $25,000 included renovation of Liberal Arts Building for Network Operations Center ($32,474); lease payment for Facilities Building ($50,000) and Title III Grant purchase of 62 HP Desktop Computers for Math Emporiums ($76,683).
Due to the need for revisions, the South Lake Softball Complex Interlocal Agreement was tabled.

Dr. Mojock asked the Vice Presidents to speak about the highlights of the mid-year review in their areas:

Dr. Howard spoke about
- The Completion Agenda helps with retaining students and moving them through their degree programs. For instance, in the Nursing Program, 98.6% of the first year students from Fall 2012 have continued in the program through Spring 2014 because of the assistance they receive from faculty starting with the Nursing Success Workshop.
- SACSCOC gave its "blessing" to our BASOM program and had no recommendations to make. Students in the program are at varying levels of academic readiness and our support has to respond to those different levels.
- The Electrical Distribution Program received a $25,000 grant from Duke Energy for scholarships. The College is also working with Duke to support the development of an A.S. program to train "substation and relay technicians."
- Academic Affairs has been helpful to the Sumter Partnership for Workforce Innovation and Education. Dr. Howard spoke highly of the special help in this area by Deanna Diggs in establishing Phlebotomy classes.

Mr. Scott reported on the work being done
- To make sure that the College’s infrastructure is at a high plateau and is secure as senior leaders retire, by following sound succession planning. A new technology plan is in place and the plan is being worked. The planners are moving “intentionally” and not just reacting to pressing needs.
- To make sure that the planning process and budgeting process are brought together and support each other every year.
- Students apply at different times for Financial Aid. The College has done a good job fulfilling all packaging for students who meet the deadline for completion of financial aid applications (now June) so their financial aid packages will be ready for the Fall Term.

Dr. Searle indicated that
- Degree Works will be fully “live” by the end of the Spring Term, involving all students.
- The College has mandated that new student orientation be completed and the State requires that students must declare their “focus”/major early in their educational career.
- Efforts to drive enrollment are ongoing and new events are being planned: community events, Career Fairs, Disability Office Transition Fairs, Guidance Counselor events, Recruitment Open House.

Dr. Mojock said that
- The Planning and Institutional Effectiveness (PIE) Office has been involved with SACSCOC (Southern Association of Colleges and Schools Commission on Colleges), the Strategic and Annual Plans, data on Dual Enrollment, the requirements for seeking the Aspen Prize, along with many other aspects of analyzing data and keeping records. PIE also worked closely with Thom Kieft on the successful $2.9 million Title III Grant,
- The College Relations/Marketing area is working on a campaign to recruit more students and is giving dynamic support to the effort through social media and marketing at high schools.
The Foundation has a great Board of Directors and Staff whose hard work assisted the Foundation in exceeding the Annual Campaign goal of $235,000. Faculty/staff participation was at an all-time high.

The Service Excellence program has increased in visibility by encouraging everyone to publicly recognize acts of Service Excellence. The program standards have been incorporated into faculty evaluations. Our success with the program has made other schools ask to use our model, and we are helping them do so.

Dr. Mojock discussed other items of interest:

- The Sumter Partnership is really rolling under the direction of Dr. Basham. Several classes have started and others are about to start: 911 Dispatch, Commercial Driver’s License, and Phlebotomy.

- Dr. Mojock has met with Ms. Culpepper, Director of Lake Tech, about that institution’s desire to become a college and offer associate degrees and what it will take to follow through on that. There are many ramifications of such a change particularly how to deal with transfer of credit and coordination of planning for program offerings.

- The Council of Presidents presented to the Governor, House and Senate the idea of Performance Funding for the Florida Colleges. The idea was well received.

- On February 6, 2014, Mr. Ray Gilley (former LSSC Board member) facilitated a Visioning Session for South Lake Health and Sciences Magnet Partnership. Representatives from the University of Central Florida, South Lake Hospital, Lake County Schools and Lake-Sumter State College were in attendance. Mr. Gilley facilitated a round table discussion about the vision and goals for a South Lake Health and Sciences (STEM) program. Participants collaborated to develop and share concepts and build consensus on this community program. The various topics discussed were Partnership Purpose, Partnership Goals, Target Audience, Program/Project Name, Partnership/Program Success, and Resources/Restrictions.

- Student demographics for Spring Term 2014 compared to Spring Term 2013 indicate there was a decrease in the number of White/Non-Hispanic, Black/Non-Hispanic and Hispanic students, totaling 342 students. There was a decrease in all age groups except for 20-24 year olds which increased by 67 students. Seventy percent of students are part-time and 30% are full-time. Of all the high schools in Lake and Sumter Counties, East Ridge High School sent us the largest number of students, 546.

The Board voted to hold its March 2014 meeting on Monday, March 24, 2014 at 5:00 p.m. in the Board Room at Leesburg.