

Lake-Sumter State College
DISTRICT BOARD OF TRUSTEES
Wednesday, March 27, 2019
Board Room-Leesburg Campus

5:00 p.m.—BOARD MEETING

I. CALL TO ORDER.....Mr. Wahl

II. PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

III. PUBLIC COMMENT

(If you wish to make a Public Comment at this meeting, at least 15 minutes before the start of the meeting, please see the Recording Secretary for a Speaker's Card.)

IV. PRESENTATIONSMr. Wahl/Dr. Sidor
TEDx Recognition Dr. Sidor

CONSENT CONSIDERATIONS (Tab A).....Mr. Wahl/Dr. Sidor

ACTIONS and ACKNOWLEDGEMENTS

409 Action: Minutes of February 19, 2019 Regular Meeting
410 Action: Curriculum Revisions
411 Action: Human Resources Transactions
412 Action: Monthly Fiscal Report for February 2019
413 Acknowledgement: Facilities Report
414 Action: Purchases over \$25,000
415 Action: Sumter County Schools Partnership Agreement
416 Action: Workforce Articulations

SCHEDULED INFORMATION REPORTS (Tab B)

417 President's Update..... Dr. Sidor
- Meetings/Activities/Misc.
- Legislative Update
- Vice Presidents Report
418 Committee Reports.....Mr. Wahl
- Executive Committee
- Foundation Liaison- E. Lee
419 Board Attorney's Report.....Mrs. Anita Geraci-Carver

NEW BUSINESS (Tab C).....Mr. Wahl/Dr. Sidor

420 Action: Course Fee Adjustment (Consumables).....Dr. Bigard
421 Action: Faculty Contracts.....Dr. Wymer
422 Action: Summer 2019/Four-Day Work Week.....Dr. Sidor
423 Discussion: Institutional Fees.....Dr. Bigard
424 Action: Infrastructure Phase II Bid Approval.....Dr. Bigard

INFORMATION ITEMS (Tab D).....Mr. Wahl/Dr. Sidor

OTHER CONSIDERATIONS.....Mr. Wahl/Dr. Sidor
As Needed by Chairman/President

ADJOURNMENT.....Mr. Wahl

CALENDAR NOTES:

NEXT BOARD MEETING:	Wednesday, April 17, 2019 - 5:00 p.m.	(South Lake Campus)
LSSC FOUNDATION GALA:	Saturday, April 13, 2019 – 5:30 p.m.	(Savannah Center, The Villages)
COMMENCEMENT:	Wednesday, May 1, 2019, 6 p.m. Friday, May 3, 2019, 10 a.m.	(Clermont ARC) (Leesburg)
NURSE PINNING	Thursday, May 2, 2019	(Leesburg)
STUDENT ACADEMIC AWARDS:	Tuesday, April 30, 2019, 6 p.m.	(Magnolia Room)
TONY PACE FUNDRAISER:	Saturday, June 15, 2019	(Paul P. Williams Fine Arts Auditorium)



Lake Sumter
State College

OFFICE OF THE PRESIDENT

Present to the Board: March 27, 2019

TO: Lake-Sumter State College
District Board of Trustees

FROM: Stanley M. Sidor
President

RE: 409 – Minutes of February 19, 2019 Board Meeting

OVERVIEW:

Attached are the minutes of February 19, 2019 regular board meeting.

ANALYSIS:

The minutes are for the board's approval.

RECOMMENDATION:

It is recommended that the Board approve this item as written.

DISTRICT BOARD OF TRUSTEES
LAKE-SUMTER STATE COLLEGE
LEESBURG, SUMTERVILLE, CLERMONT
FEBRUARY 19, 2019

The regular meeting of the District Board of Trustees, Lake-Sumter State College, was called to order at 5:00 p.m. on February 19, 2019 in Clark Maxwell Building, Room 4107 at the Sumter Center, by Mr. Peter Wahl, Board Chairman. In attendance was Mr. Bryn Blaise, Mrs. Marcia Butler, Jennifer Hooten, and Mr. Tim Morris. Mr. Wahl welcomed those in attendance and invited them to join in the Pledge of Allegiance followed by a moment of silence.

PRESENTATIONS

Kelly Hickmon welcomed the board to the Sumter Center and gave an AFC update. She reported that there are currently 141 active members. She gave a complete overview of AFC and their fundraisers and what the funds are used for. She included a detailed report in each packet that also includes more upcoming chapter events.

CONSENT CONSIDERATIONS- ACTIONS and ACKNOWLEDGEMENTS

Mrs. Butler moved and Mr. Blaise seconded the motion to approve as presented agenda items number 394 through 400 as follows:

Minutes of January 16, 2019 Regular Board Meeting

2019-394

The motion was passed with the following vote: Voting “yea” – Blaise, Butler, Hooten, Morris, and Wahl.

Human Resources Transactions

2019-395

Appointments of:

Cassady Cook (effective date 02/18/2019)

Resignation of:

Vance Meisner (effective date 02/01/2019)

The motion was passed with the following vote: Voting “yea” – Blaise, Butler, Hooten, Morris, and Wahl.

Curriculum Revisions

2019-396

The motion was passed with the following vote: Voting “yea” – Blaise, Butler, Hooten, Morris, and Wahl.

Monthly Fiscal Report for January 2019

2019-397

The motion was passed with the following vote: Voting “yea” – Blaise, Butler, Hooten, Morris, and Wahl.

Facilities Update

2019-398

The motion was passed with the following vote: Voting “yea” – Blaise, Butler, Hooten, Morris, and Wahl.

Purchases over \$25,000

2019-399

The motion was passed with the following vote: Voting “yea” – Blaise, Butler, Hooten, Morris, and Wahl.

LSSC Foundation

2019-400

The motion was passed with the following vote: Voting “yea” – Blaise, Butler, Hooten, Morris, and Wahl.

SCHEDULED INFORMATION REPORTS

President’s Update

2019-401

Dr. Sidor reported that the LSSC Foundation, Inc. has hired Sunrise Consulting Group as a lobbyist on behalf of the college. They have already started making connections for us. Dr. Sidor is going to Lake County Days in Tallahassee on the February 20th - 21st and they have already set-up meetings with connections beyond our local delegation.

The big issue revolving around legislation is PECO. Currently, Florida has \$733 million sitting on the PECO list. Rep. Fine has indicated that they will be going through the list projects by project to see if the recommendations are appropriate for the funding requested. Lake-Sumter is on the list at #22 for roofs, given the current PECO schedule that would take four years and #38 for fire systems replacement five to six years.

Dr. Sidor discussed House Bills 6007, 189, 217 and 381.

HB6007 filed by Rep. Sabatini licenses to carry concealed weapons or firearms does not have a senate sponsor and not likely that it will.

HB189 filed by Rep. Zika postsecondary education for secondary students does not have a senate sponsor yet but it is anticipated that it will get one. If passes this bill will require instructional materials be made available to certain dual enrollment students free of charge; provides additional options for students participating in early college program; revises program, contract, notification, & reporting requirements; authorizes charter schools to establish early college programs; provides that certain students & schools are not responsible for specified costs; provides FTE bonuses under certain circumstances.

HB217 postsecondary education for certain military veterans. Postsecondary Education for Certain Military Personnel; Requires BOG & SBE to create uniform system for award of postsecondary college credit to certain service members & veterans of U.S. military; provides requirements for such uniform system; provides transcript fee waiver for active duty members of Armed Forces of U.S., certain veterans, & their spouses & dependents.

HB381 sponsored by Robinson, school district career centers. School District Career Centers; Authorizes school district career centers to conduct certain associate degree nursing programs. The college Council of Presidents are not opposed of them moving in this direction but are requesting meet the same requirements that we do, SACSCOC accreditation, the same funding streams and mechanism, and the same performance measures.

HB839 is primarily a university system bill. All of our bills have been submitted and we are ready for the deadline of March 5th.

The governor's budget wasn't exactly what we hoped. A good portion of the income was

He will keep the board updated on all legislative issues.

Claire Brady

Dr. Brady gave a division update.

Enrollment & Student Affairs

Final Spring Enrollment Update (10 day census data)

Headcount 4,623 (+~3%)

FTE 1,336(+~5%)

Fee paying headcount (-0.5%), fee paying FTE (+1.45%)

Non/reduced fee paying headcount (+13%), non/reduced fee paying FTE (+18%)

Spring 2019 Student Demographics

6% FTIC, 25% Dual Enrollment, & 69% non-FTIC

69% part-time (1-11 credits) and 31% full-time (12+ credits)

62% female and 38% male

Average age 23.25

56% AA degree seeking, 28% non-degree seeking (mostly Dual Enrollment), 11% AS degree seeking, 3% Bachelor degree seeking, 1% Technical Certificate seeking, 0.4% AAS degree seeking.

2019 Lake & Sumter Counselors Conference

On Wednesday 2/06/19, LSSC Admissions & Records hosted their annual Counselors Conference for public, private, and home education programs in Lake & Sumter counties. Approximately 100 Counselors, administrators and LSSC faculty and staff participated. Lake Technical College, the NSF grant, and Enrollment/Student Affairs sponsored this event. Dr.

Sidor and Dr. Brady addressed the participants, along with representatives from Lake County schools and Sumter County schools.

The 2019 Dual Enrollment Excellence Awards were presented to the following Counselors: Preya Jadunauth (South Sumter High School), Nicole Lake (Villages Charter High School), Amanda Nunez (Mount Dora Christian Academy), Maritza Rios (Umatilla High School), Donna Scheetz (South Lake High School), and Eucretia Waite (Hope Preparatory Academy).

Professional development sessions included:

Women in STEM: Bob Seigworth, LSSC Director/Program Manager, Energy Technology Programs & Brenda Skoczelas, LSSC Faculty, Physics

Promoting Career Pathways for Lake and Sumter County Students through Partnership:

Dr. Amy Albee-Levine, LSSC Dean of Workforce Programs, Frances Celis, LCS Director of College and Career Readiness, & Casey Ferguson, SCS Career and Adult Education Coordinator
Success in Online Courses:

A Panel Discussion with the Experts: Mark Duslak, LSSC Director of Student Development, Amber Karlins, LSSC Coordinator of the Honors Program & English Instructor, & Jackie Pierce, LSSC Assistant Professor, English

Other Divisional Updates:

- The Enrollment Management and Marketing teams recently facilitated retreats with the BSN and BAS-OM faculty/staff to develop comprehensive communication and recruiting plans for each of these programs.

- Enrollment/Student Affairs and Academic Affairs recently co-hosted a Guided Pathways Summit to begin the process of implementing this national model in the future.

- The South Lake campus Veteran College and Career Success Center was formally opened on Monday 2/18/19.

- Mr. Pete Wahl recently presented to the Educational Opportunity Programs TRIO programs and Ms. Emily Lee is scheduled to present later this semester. Thank you for your willingness to give of your time.

- Dr. Claire Brady was recently selected as a Faculty member for the 2019 National Association of Student Personnel Administrators (NASPA) week-long New Professionals Institute at UNC Charlotte in June.

Doug Wymer

Dr. Wymer reported on January 17 we were notified that the RN to BSN program has been granted Candidacy Status by the Accreditation Commission for Education in Nursing (ACEN). This is an important step toward full program accreditation within the next two years. Thanks to the efforts of Dr. Robin Walter who is the RN to BSN program director, Dr. Lange and many others who contributed to this effort.

The faculty have chosen Jacklyn Pierce, Assistant Professor of English as the LSSC Professor of the Year and she is preparing to represent the College at regional and statewide events as this year's competition unfolds. Win, lose, or draw, we are happy to have Jackie representing LSSC

in this year's competition. Of course, it would be great to win the statewide competition three years in a row...

Dr. Scott Hopkins, Dean of Arts and Letters has been invited to speak at the AFC Conference on College Teaching and Learning in April. He has been asked to share the best-practice strategies in English instruction in the context of LSSC's writing emporium. The presentation will include the need for research-based methodology that is needed to fully explore the impact of this and other educational practices.

LSSC was named a top 10 finalist in the instructional programs and services category of the 2019 Bellwether Awards for the RISE Summer Math Academy. Associate Professor Sybil Brown and Title III Grant Manager Kim Kidd presented a session in San Antonio, Texas on highlighting the RISE Academy. Although they did not win the Bellwether Award this year, this is the 2nd time in 3 years that the RISE Summer Math Academy has made it into the top 10.

On Friday February 15 over 350 people attended the second TED^xLSSC event. The day was a great success thanks to the efforts of Amber Karlins, Instructor of English and Heather Elmatti, Assistant Professor of Speech, and an army of volunteers. Among the presenters were many LSSC people including James Simmons, student; Mark Duslak, Director of Student Development; Steve Clark, Associate Dean of Math and Science; Jackie Pierce, Assistant Professor of English, Dr. Scott Hopkins, Dean of Arts and Letters; and Nicole Duslak, Director of Educational Opportunity Programs.

Dr. Amy Albee-Levine is serving as co-chair of the state's Perkins V Workgroup. The Strengthening Career and Technical Education Act for the 21st Century or, Perkins V, was authorized in July 2018 and will take effect July 2020. The Perkins V Workgroup is responsible for working with the Florida Department of Education to develop the Florida State Plan for Perkins V.

Bob Seigworth was asked to serve as chair of the Leesburg HS Power Academy. Through his role as chair, Mr. Seigworth will lead the curriculum design for the program and work to develop a pipeline of talented students prepared to enter our energy programs.

Heather Bigard

Dr. Bigard announced the new Lake-Sumter Safe application. This is our very own branded app with all information on how to be safe on our campus. There are many features within this app to keep our campus safe.

She reported that the final operation report has been received. We were successful at positioning ourselves within the auditor to make it clear what is statutorily required versus what the recommendations made by the auditors. She was very pleased with the outcome. There is one item that is being recommended for the board to review and take to the Board of Education. This has to do with our terminal pay for sick pay out. The auditors noted that we are not using the classification of non-educational support employees and we believe all of our employees support education in some way. We were successful in producing an artifact from the chancellor from 2004 stating that all state colleges were given the same direction on how to implement this.

On Friday, March 8th we are planning an Employee Appreciation lunch if any of the board would like to attend please plan to be at the baseball field for fun, food, and a Lakehawk baseball game.

She included a detailed report of each area in her department in each packet.

Mid-Year Review/2018-2019 Finances

2019-402

Dr. Bigard reported on the mid-year projects, she provided a very short analysis and is open for questions. We have an increased enrollment due to our marketing strategies and are in a very good position due to that. We have an overall surplus that we are anticipating at about \$760,000 at the end of the year we will ask the board to transfer \$350,000-\$500,000 over to Fund 7, so we can take care of facilities repairs as we do every year.

Strategic Plan

2019-403

Dr. Bigard reported on the current draft of the strategic plan. They worked individually with the pillar teams to come up with the objectives and initiatives to support the overall categories. There are five main pillars. Each project will have key performance indicators attached to them so we can develop the appropriate bench marks so we can track our progress. The next step to the strategic plan process is to feed this out to the community and getting additional input, which will lead to the final stage of completing all of the projects.

Committee Reports

2019-404

Executive Committee

Pete Wahl reported that the Executive Committee met and discussed items on the agenda.

Foundation Liaison

The Foundation Scholarships open March 1 – March 31 for the Summer Semester.

The Foundation Performing Arts Series welcomes The John Denver Tribute show by Ted Vigil on March 9 & 10. There will be two shows on Saturday and one show on Sunday. This is the last show of the season for the Performing Arts Series.

A special performance by Tony Pace, a comedian, who performs crazy & fun impressions and has an incredible voice is schedule for June 15 at 2pm in the Paul P. Williams Auditorium. Thanks to Chairman Wahl's help, Mr. Pace will donate his time and all proceeds will benefit Veteran's programs at the College. For a small fee attendees will have the opportunity after the show to meet Mr. Pace at a wine and cheese event. We are very excited about this opportunity. Thanks to Insight Credit Union for being the presenting sponsor and to Chairman Wahl for his

assistance. General admission tickets are \$30. Please contact the Foundation to purchase your ticket.

The Foundation received a gift of \$25,000 from the Arthur J. and Esther A. Ohlsson Charitable Trust. The Trust agreed to allow the gift to be used for scholarships for the Honors Program which will begin in the fall of 2019.

The LSSC Foundation Annual Campaign is at \$64,126. The goal is to have 100% of the Board of Trustees and the Foundation Board Directors make a donation to support our College and our students. Please consider making your gift today. We truly appreciate all you do.

Gala is scheduled for April 13th at the Savannah Center. We are very excited and appreciative to Ernie Morris for once again serving as our Presenting Sponsor. The theme for this year's gala is "The Great Gatsby." You should have received an invitation by mail.

The LSSC Foundation is partnering with the Community Foundation of South Lake to offer a planned giving seminar on March 1, 2019 on the South Lake Campus. This is a great opportunity for the Foundation to grow our presence in the South Lake Community. The title of the Conference is Tax Wise Giving. Please consider joining us.

The Shamrock Shuffle 1 mile/5K/8K is scheduled for March 16, 2019 on the South Lake Campus. We are excited to bring new participants and sponsors to support the event.

A scholarship dinner is planned for March 28, 2019 at 6pm on the Leesburg campus. This is an opportunity for donors and students to come together and for the student to thank their donor for the investment into their lives.

Board Attorney's Report

2019-408

Mrs. Geraci-Carver reported that we received a ruling from the hearing officer we asked they do an administrative review of the petition cards that came in. Initially they filed 18 and supplemented two, so the union can move forward for a vote of the unit.

On Feb. 4, 2019 the college received notice from the United Faculty of Florida-Lake Sumter State College that it wishes to commence contract negotiations in April. The college has provided dates for negotiations.

She updated that after a proposed amendment was prepared extending the deadlines for closing, development, state designation, etc. She will be moving forward with the East Lake Property donation with Dr. Sidor and Dr. Bigard.

The college insurance company is in receipt of the Notice of Claim on behalf of Karen Parker and is in communication with Ms. Parker's attorney.

NEW BUSINESS

Naming of the Health Science Building

2019-406

Dr. Sidor reported that Orlando Health/South Lake Hospital donated approximately one million dollars to help start the construction of the Science Health Building and since that time they have contributed \$200,000 for internal support and equipment over the past two years. Plus they purchased a vehicle to shuttle students back and forth. Additionally, Orlando Health has committed to \$70,000 per year on an ongoing basis in personnel services to support the HSCA.

It is requested approval for naming the South Lake Campus Science-Health Building to the Science-Health Partnership Building. Tim Morris made the motion to name the building as requested and Marcia Butler seconded and motion carried.

The motion was passed with the following vote: Voting “yea” – Blaise, Butler, Hooten, Morris, and Wahl.

SSB Air Handler

2019-407

Dr. Bigard reported that the facilities staff is currently finalizing the scope of work and is requesting approval to move forward with the bid process. They are anticipating this will cost \$350,000.

A motion was made by Marcia Butler to move forward with the process and Jennifer Hooten seconded and motion carried.

The motion was passed with the following vote: Voting “yea” – Blaise, Butler, Hooten, Morris, and Wahl.

OTHER CONSIDERATIONS

Mr. Wahl announced the names of the Sumter Partnership Committee. They are: Bryn Blaise, Jennifer Hooten, and Marcia Butler.

As Needed by Chairman/President

- ✓ Chairman Wahl reviewed the events on the calendar. He announced that the next Board meeting will be on Wednesday, March 27, 2019 at 5 p.m. for the regularly scheduled meeting at the Leesburg Campus.

There being no further business, the meeting was adjourned at 6:30 p.m.

Respectfully submitted,

ATTEST:

Peter F. Wahl, Chairman

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

Recording Secretary: Claudia Morris



Lake Sumter
State College

OFFICE OF THE PRESIDENT

Present to the Board: March 27, 2019

TO: Lake-Sumter State College
District Board of Trustees

FROM: Stanley M. Sidor 
President

RE: 410 – Curriculum and Instruction Committee

OVERVIEW:

For the purpose of complete institutional review, curriculum changes are submitted monthly to the District Board of Trustees for approval.

ANALYSIS:

The attached curriculum changes are for credit course modifications, credit course deletions, credit program additions, and credit program deletions.

RECOMMENDATION:

It is recommended that the Board approve this item as written.



Curriculum and Instruction Committee Proposals

The following items have been approved by the Curriculum and Instruction committee:

- 56. CPA Community Health Professional TC
- 57. CCA HUS 1302 Counseling and Interviewing
- 58. CCA HUS 1353 Issues in Community Health Services
- 59. CCA HUS 2540 Building Stronger Families and Communities
- 60. CCM HUS 1001 Introduction to Human Service Families & Young Children
- 61. CBE GEB 1136 Introduction to e-Business
- 62. CCD BSC 2250C Field Biology of Florida with Lab
- 65. CCD PCB 2030C General Ecology with Lab
- 66. CCD PHY 2100C Modern Physics

Committee Chairperson **Kristen Chancey**

Digitally signed by Kristen
Chancey
Date: 2019.02.12 14:44:19 -05'00'

Sign below to approve these proposals

Vice-President, Academic Affairs **Douglas A. Wymer**

Digitally signed by Douglas A. Wymer
DN: cn=Douglas A. Wymer, o=Lake-Sumter
State College, ou=Academic Affairs,
email=wymerd@lsscc.edu, c=US
Date: 2019.02.19 13:03:51 -05'00'

President

Digitally signed by Stanley Sidor
DN: cn=Stanley Sidor, o=Lake-Sumter State
College, ou=President,
email=msidor@lsscc.edu, c=US
Date: 2019.02.21 07:43:03 -05'00'

Curriculum and Instruction Committee

Credit Program Addition Rationale

Community Health Professional

An LSSC Health Program workgroup conducted a comprehensive study in 2015 and identified the CHW certificate along with its umbrella AS degree as an emerging workforce need. The SWOT analysis was reviewed and letters of support received to develop this certificate (and subsequent AS). The DBoT approved funding from reserves to develop this program.

The following courses were modified or added to support this new program:

CCM: HUS 1001, Introduction to Human Services

CCA: HUS 1302, Counseling and Interviewing

CCA: HUS 1353, Issues in Community Health Services

CCA: HUS 2540, Building Stronger Families and Communities

Key for Curriculum and Instruction Committee Proposals

CCA – Credit Course Addition

CCD – Credit Course Deletion

CCM – Credit Course Modification

CPA – Credit Program Addition

CPD – Credit Program Deletion

CPM – Credit Program Modification



Lake Sumter
State College

OFFICE OF THE PRESIDENT

Present to the Board: March 27, 2019

TO: Lake-Sumter State College
District Board of Trustees

FROM: Stanley M. Sidor
President

RE: 411 – Human Resource Transactions

OVERVIEW:

Human Resource personnel transactions including New Hires, Resignations, Retirements and Separations presented to the District Board of Trustees for approval.

ANALYSIS:

Attached is a list of employee appointments, separations, retirements and resignations for this period.

RECOMMENDATION:

It is recommended that Board approve this item as written.

FACULTY

Appointment

<u>Name</u>	<u>Position</u>	<u>Classification</u>	<u>Effective Date</u>
Brandon Smith	Instructor Math	F1	08/13/2019
Jessica Terrell	Instructor Math	F1	08/13/2019

SEPARATION.....None
 RESIGNATION.....None
 OTHER.....None

ADMINISTRATOR

Resignation

<u>Name</u>	<u>Position</u>	<u>Classification</u>	<u>Effective Date</u>
Diana Billingham	Controller	MA10	04/04/2019

APPOINTMENT.....None
 SEPARATION.....None
 OTHER.....None

MANAGERIAL

Appointment

<u>Name</u>	<u>Position</u>	<u>Classification</u>	<u>Effective Date</u>
Jeanne Battersby	Academic Advisor	MA4	03/25/2019
Luis Pelegrin	Graphic Designer	MA3	04/01/2019

Resignation

<u>Name</u>	<u>Position</u>	<u>Classification</u>	<u>Effective Date</u>
Kelly Fitzwater	Recruitment Manager	MA5	04/05/2019

SEPARATION.....None
 OTHER.....None

PROFESSIONAL ADMINISTRATIVE

Resignation

<u>Name</u>	<u>Position</u>	<u>Classification</u>	<u>Effective Date</u>
Kimberly Ormiston	PT Admin Specialist Sumter	A4	02/04/2019

APPOINTMENT.....None
 SEPARATION.....None
 OTHER.....None

PROFESSIONAL CRAFTS-TRADES

APPOINTMENT.....	None
SEPARATION.....	None
RESIGNATION.....	None
OTHER.....	None

PROFESSIONAL TECHNICAL

APPOINTMENT.....	None
SEPARATION.....	None
RESIGNATION.....	None
OTHER.....	None



Lake Sumter
State College

OFFICE OF THE PRESIDENT

Present to the Board: March 27, 2019

TO: Lake-Sumter State College
District Board of Trustees

FROM: Stanley M. Sidor
President

RE: 412 – Monthly Fiscal Report

OVERVIEW:

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 offices of the Vice President of Business Affairs and the Controller, and is intended to keep the Board apprised of the financial condition of budget and the operating funds of the College. On a quarterly basis, a budget report for Funds 2,3, and 7 are also provided.

ANALYSIS:

The General Operating Budget Fund 1 Report and Balance sheet are attached to this agenda item.

RECOMMENDATION:

It is recommended that Board approve this item as written.



Lake Sumter
State College

Division of Business Affairs

MEMORANDUM

To: Dr. Sidor, President
District Board of Trustees

From: Dr. Bigard, Vice President for Administration and Financial Services
Diana Billingham, Controller

Date: March 27, 2019

Re: Monthly Fiscal Report – YTD February 2019

Each month a fiscal report is prepared to appraise your office and the District Board of Trustees on the status of the College budget. The MONTHLY FISCAL STATUS REPORT of the General Operating Fund (Fund1) provides a comparative summary of budget-to-actual revenues and expenses for the current period.

In addition to the Fund 1 Operating Budget report, provided on a monthly basis, this month includes current balance sheet.

FUND 1 OPERATING BUDGET

We are currently eight months into our fiscal year or 66% completed.

Revenues

Total revenue booked to date is \$15,663,299, or 63% of the total budget of \$25,029,134. Year-end transfers from Auxiliary and Fund 2 to cover Advisor salaries and benefits will be made once posting in FY19 has completed in July of 2019.

- Tuition and fee revenue budget for fall is \$3,786,273. Actual revenue booked up to 01/31/2019 was \$3,951,740
Tuition and revenue budget for spring is \$3,397,820. Actual revenue booked up to 02/28/2019 was \$3,095,198
- State support revenue is received throughout the fiscal year in installments. We have received a total of \$7,632,775 in General Revenue and Performance Funding and \$642,407 in Lottery funds.

- Other Income and Other Support totals \$107,046 or 15% of budget. The majority of this category is support from Foundation activities and commitments.

Expenses

Total expenses encumbered to-date is \$15,650,504 or 63% of the total budget of \$24,828,566.

- Salaries and benefits represent \$ 12,194,644 or 64% of budget.
- Currently, department operating and capital expenses represent \$3,455,860 or 59% of budget.

Attachment: February 2019 Operating Fund 1 Budget Report, Balance Sheet

Lake-Sumter State College
Governmental Funds Balance Sheet
As of February 28, 2019

	2/28/2019
Assets	
Cash and Cash Equivalents	2,418,641.38
Accounts Receivable, Net	7,223,275.12
Due from Other Governmental Agencies	0.00
Due from Foundation	62,507.44
Prepaid Expenses	224,943.54
Total Assets	9,929,367.48
Liabilities and fund balances	
Liabilities	
Accounts Payable	(6,852.19)
Salaries and Payroll Taxes Payable	(6,811.07)
Due to Other Governmental Agencies	65.42
Deposits Held for Others	(817.35)
Pension Liabilities	13,254,723.00
Compensated Absences Payable	1,443,124.31
Postemployment Benefits Payable	836,250.00
Total Liabilities	15,519,682.12
Fund balances	
Fund Balance - College	(5,590,314.64)
	9,929,367.48

LAKE-SUMTER STATE COLLEGE
FISCAL STATUS REPORT-FUND 1
GENERAL CURRENT FUND
7/1/18 TO 2/28/19

	FY 2017-18		FY 2018-2019			
	Annual Budget	YTD Actual 2/28/2018	Annual Budget	YTD Actual 2/28/2019	Percent of Budget Earned	Projected 6/30/19
REVENUES & BUDGETED FUND BALANCE						
Student Fees						
Fall						
Tuition	\$ 2,670,319	\$ 2,840,772	\$ 2,788,927	\$ 2,893,097	104%	\$ 2,893,097
Technology Fees	137,105	142,042	161,613	144,677	90%	144,677
Distance Learning	136,400	143,671	165,035	173,190	105%	173,190
Dual Enrollment	255,500	244,937	265,910	245,308	92%	245,308
HSCA Dual Enrollment	161,700		338,368	425,940	126%	338,368
Lab Fees	67,953	66,706	66,420	69,529		51,771
Spring						
Tuition	\$ 2,670,319	\$ 2,569,234	\$ 2,424,793	\$ 2,499,555	103%	\$ 2,424,793
Technology Fees	137,105	128,469	138,700	124,985	90%	138,700
Distance Learning	136,400	145,455	160,343	152,010	95%	160,343
Dual Enrollment	255,500	304,259.46	299,853	279,138	93%	299,853
HSCA Dual Enrollment	161,700		338,368	-	0%	338,368
Lab Fees	67,953	43,355	35,763	39,509	110%	35,763
Summer						
Tuition	\$ 728,269	\$ 745	\$ 925,680	\$ 17,691	2%	\$ 875,894
Technology Fees	37,392	37	36,308	872	2%	36,308
Distance Learning	37,200	-	79,933	2,940	4%	79,933
Dual Enrollment	-	-	-	-	0%	(18,339)
HSCA Dual Enrollment	-	-	-	-	0%	-
Lab Fees	18,532	153	5,083	330		5,083
Miscellaneous Fees	139,390	108,492	121,827	118,411	97%	121,827
Continuing Education	418,025	94,564	478,414	93,889	20%	428,414
Total Student Tuition and Fees	\$ 8,236,762	\$ 6,832,893	\$ 8,831,338	\$ 7,281,071	82%	\$ 8,773,350
State CCPF Support	\$ 10,853,152	\$ 7,235,434	\$ 10,730,454	\$ 7,153,597	67%	\$ 10,730,454
State Performance Funding	\$ 691,564	\$ 475,512	\$ 713,266	\$ 479,178	67%	\$ 713,266
State Lottery	2,727,807	545,561	3,212,033	642,407	20%	3,212,033
Miscellaneous State Support	165,836	-	219,836	-	0%	219,836
Federal Support Indirect Cost	80,000	37,822	80,000	42,880	54%	80,000
Foundation Support	191,314	(23,207)	425,633	11,277	3%	409,200
Contracts	84,576	21,486	87,800	34,200		40,800
Miscellaneous Revenue	121,976	(10,772)	121,977	18,689	15%	121,977
Total Revenues	\$ 23,152,987	\$ 15,114,729	\$ 24,422,337	\$ 15,663,299	64%	\$ 24,300,916
Transfers In	563,472	-	606,797	-	0%	606,797
Board Reserves-HSCA	184,485	-	-	-		
Total Revenues and Transfers In	\$ 23,900,944	\$ 15,114,729	\$ 25,029,134	\$ 15,663,299	63%	\$ 24,907,713
EXPENDITURES						
Personnel Expenditures						
Salaries and Wages	14,119,119.50	9,024,975.69	14,041,337.00	9,175,855	65%	13,771,337
Benefits	4,741,303	2,613,385	4,934,606	3,018,789	61%	4,876,715
Current Operating Expenditures	5,040,521	3,266,669	5,455,129	3,449,818	63%	5,500,000
Capital Outlay Expenditures	0	2,168	0	6,042	0%	\$0
Contingency			397,494		0%	\$0
Total Expenditures	\$23,900,944	\$14,907,197	\$24,828,566	\$15,650,504	63%	\$ 24,148,052
Transfer to Fund 7						
Excess of Revenues over (Expenditures)	\$1	\$207,531	\$ 200,568	\$12,795		\$ 759,661



OFFICE OF THE PRESIDENT

Present to the Board: March 27, 2019

TO: Lake-Sumter State College
District Board of Trustees

FROM: Dr. Stanley Sidor
President

RE: 413-Facilities Report

OVERVIEW

The Facilities Department prepares a monthly report on the status of capital projects and major repairs.

ANALYSIS

A report on the status on facility projects is attached.

RECOMMENDATION

Approve the current facilities project report.

Facilities Report

March 2019

<u>PROJECT</u>	<u>BUDGET</u>	<u>FUNDING</u>	<u>STATUS</u>	<u>COMMENTS</u>
Infrastructure Project Phase II (Leesburg)	\$600,000	PECO	In Progress	Progress to date: All bids have been reviewed and received. Next step is approval to award bid and commence work.
Exterior Lighting and LED Lighting Upgrades (All campuses)	\$40,000	LOCAL	In Progress	Progress to date: Project continues with exterior lighting upgrades being installed on the South Lake and Leesburg Campus. Leesburg North Parking Lot Lights will be converted to LED. Duke Energy is replacing old fixtures in South Lake with new LED fixtures as needed.
Signs and Branding (All campuses)	\$65,000	LOCAL	Design	Progress to date: Second phase of project includes refresh and possible redesign of monument signs at the Leesburg and South Lake campuses.
ADA Civil Rights Survey (All campuses)	\$5,000	LOCAL	Planning	Progress to date: Continuing to correct the findings of the Office of Civil Rights survey on the Leesburg campus. South Lake and Sumter campuses are complete. The corrections include items such as restroom fixtures, signage and building access. The project is 95% complete.
SSB Second Floor HVAC Replacement (Leesburg)	\$300,000	PECO	Planning	Progress to date: Project will need to have preliminary engineering specifications made. In reviewing case studies at other institutions, the recommended approach to this project is to divide the project into two phases. Phase one for controls and the VAV installations, and Phase two for the air handler replacement. Working on contracting an engineering firm to obtain bids for engineering specification process.
Grounds Beautification	\$150,000	LOCAL	In Progress	Progress to date: Progress continues on irrigation repairs. South Lake irrigation is working, Leesburg well pump controllers are in repair status. Sumter irrigation needs much work. Working with landscape contractor to determine best needs. New outdoor table umbrellas have been ordered to replace existing fixtures on the Leesburg campus.
Annual Fire Panel Inspection Deficiencies	\$10,200	LOCAL	Planning	Progress to date: Deficiencies were found during the annual fire panel inspections. Minor deficiencies have been repaired. Remaining deficiencies will require major system repair/replacement to meet code. Project will be included in annual capital improvement plan (CIP)
South Lake Building #1 Cooling Unit Replacement	\$160,000	LOCAL	Design/Scope	Progress to date: Multiple compressors have been replaced in this unit over the past years. Need to determine the root cause of the compressor failures. Engineer surveys to be completed prior to replacing the unit. Unit has a coil leak under the concrete slab. Replacement is necessary as unit is an R-22 unit over 20 years old.

LE Building M Parking Lot	\$65,000	PECO	Bidding	Progress to date: Reviewing bids submitted. This project will repair and restripe existing Building M parking areas and pave gravel area on North side of building.
LE Parking Lot B Tree Removal and Parking Lot Repairs	\$27,000	PECO	In progress	Progress to date: Leesburg parking lot trees that have uprooted the asphalt are planned for removal with repairs to the asphalt.



Lake Sumter
State College

OFFICE OF THE PRESIDENT

Present to the Board: March 27, 2019

TO: Lake-Sumter State College
District Board of Trustees

FROM: Stanley M. Sidor 
President

RE: 414 – Purchases over \$25,000

OVERVIEW:

Each month a report is provided to the Board of Trustees accounting for any purchases that have been approved by the President which fall between \$25,000 and \$150,000. This report is prepared by the Office of the Vice President of Finance and Administration and is intended to keep the Board apprised of these purchases which fall under the authority of the President to be approved.

ANALYSIS:

The Purchases greater than \$25,000 for the period 02/01/2019 - 02/28/2019 are attached.

RECOMMENDATION:

It is recommended that the Board acknowledge or accept this item as written.

Vendor:	SSC Services Solution
Item Description:	Grounds and Custodial Services February – June 2019
Amount:	\$623,119
Purchase Order #:	P1900330
Vendor Code:	X00121574



Lake Sumter
State College

OFFICE OF THE PRESIDENT

Present to the Board: March 27, 2019

TO: Lake-Sumter State College
District Board of Trustees

FROM: Stanley M. Sidor
President

RE: 415 – Sumter Co Schools Partnership Agreement

OVERVIEW:

LSSC and Sumter County Schools developed an MOU to outline their shared commitment to providing Sumter County students with career pathways and certifications, especially for those in Career Academies.

ANALYSIS:

The MOU will remain in effect until either party terminates the agreement.

RECOMMENDATION:

It is recommended that the Board approve this item as written.

**AGREEMENT
BETWEEN THE DISTRICT BOARD OF TRUSTEES OF
LAKE-SUMTER STATE COLLEGE AND
THE DISTRICT SCHOOL BOARD OF SUMTER COUNTY
RELATING TO TECHNICAL AND CERTIFICATE TRAINING**

This Agreement ("Agreement") made and entered into by and between **The District Board of Trustees of Lake-Sumter State College**, a political subdivision of the State of Florida ("LSSC"), and **The District Board of Sumter County** ("SCS"). Collectively, LSSC and SCS may be referred to as the "PARTIES."

RECITALS

Whereas, The District School Board of Sumter County desires to enhance its career pathways for students who are in Sumter County Schools Career Academies; and

Whereas, LSSC desires to be the institution that provides career pathways and certification programs for SCS students, as well as provides Associate of Science (AS) and Associate of Applied Science (AAS) degrees to SCS students who are in SCS's Career Academies; and

Whereas, SCS desires to contract with LSSC for LSSC to provide career pathways and certifications for all SCS students, but especially for those in Career Academies; and

Whereas, the PARTIES desire to acknowledge their intentions in this written Agreement, and each commit to the responsibilities set forth herein; and

Whereas, this Agreement is entered into pursuant to and in accordance with all applicable provisions of Florida law.

NOW, THEREFORE, IN CONSIDERATION of mutual covenants set forth in this Agreement, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the PARTIES agree as follows:

- a. **RECITALS**. The Recitals set forth above are true and correct, form a material part of this Agreement and are incorporated herein by reference.
- b. **TERM OF AGREEMENT**. This Agreement will be effective beginning on the date of execution by both parties and until such time a 30-day notice of termination is submitted by either party.

c. **LSSC OBLIGATIONS.** LSSC will:

1. Provide qualified faculty to provide the necessary training and certifications as agreed on by LSSC and SCS;
2. Provide classrooms and facilities on the LSSC Sumterville campus or in a location of mutual agreement for training Sumter County Schools' students.
3. Oversee the scheduling of classes for such courses.
4. Provide career pathways, certifications, and degree opportunities to eligible SCS students.

d. **SCS OBLIGATIONS.** SCS will:

1. Pay LSSC the cost per student for any training provided by LSSC. This training and the associated costs may vary by course and therefore the costs and billing details will be determined separately and agreed to prior to the training being offered.

e. **SCS STUDENTS.** SCS students, while attending classes on the Sumter Campus, shall adhere to LSSC rules and policies.

f. **COOPERATION.** The SCS Career Technical and Adult Education Specialist and the LSSC Dean of Workforce Education shall cooperate with each other in fulfilling the terms of this Agreement. In the event the Specialist and Dean are unable to reach an agreement, the dispute shall be resolved by the Superintendent of SCS and the President of LSSC.

g. **LIABILITY:**

1. LSSC shall be responsible for any and all claims, damages, liability and court awards including costs, expenses and attorneys' fees incurred as a result of any action or omission of LSSC or its officers, employees and agents in connection with the performance of, or rights and responsibilities set forth in this Agreement.
2. SCS shall be responsible for any and all claims, damages, liability and court awards including costs, expenses and attorneys' fees incurred as a result of any action or omission of SCS or its officers, employees and agents in connection with the performance of, or rights and responsibilities set forth in this Agreement.
3. Nothing in this Section or any other provisions of this Agreement shall be construed as a waiver of the notice requirements, defenses, immunities, and limitations the PARTIES may have under Florida law. The provisions of

PARTIES may have under Florida law. The provisions of this section are solely for the benefit of the PARTIES and are not intended to create or grant any rights, contractually or otherwise to any third party.

h. **FURTHER AGREEMENT/S.** LSSC and SCS acknowledge future agreements between the PARTIES will be necessary, including for transportation, and individual offerings agreed to by LSSC and SCS. The PARTIES each agree to work cooperatively in developing such other agreements as may be necessary from time to time.

i. **DEFAULT, TERMINATION AND ENFORCEMENT OF AGREEMENT.**

1. Either party may terminate this Agreement at any time by providing a 30-day written notice to the other party.
2. If for any cause other than something outside either party's control, SCS or LSSC shall default in the performance of any of the material covenants, agreements, terms, conditions or stipulations of this Agreement and shall fail to cure such default within fifteen (15) calendar days after receiving written notice of such default from the non-defaulting party, in addition to any other rights and remedies available to it, the non-defaulting party will thereupon have the right to terminate this Agreement upon providing the defaulting party five (5) business days prior written notice of its intent to terminate (such five (5) day period to commence upon the defaulting party's receipt of such notice). Notice shall be provided to the undersigned persons at the address listed.
3. If this Agreement is terminated under either subsection A. or B. above, notwithstanding that termination may be immediate, any training in progress shall continue until the end of that training session so as to minimize any negative impact to students.

j. **REPRESENTATIONS AND WARRANTIES.**

1. LSSC represents and warrants to SCS that: (i) the District Board of LSSC of Lake-Sumter State College is a duly authorized and existing political subdivision of the State of Florida; (ii) the LSSC have the full right and authority to enter into this Agreement; (iii) each of the persons executing this Agreement on behalf of the LSSC is authorized to do so; and (iv) this Agreement constitutes a valid and legally binding obligation of the LSSC, enforceable in accordance with its terms.
2. SCS represents and warrants to the LSSC that: (i) SCS has the full right and authority to enter into this Agreement; (ii) each of the persons executing this Agreement on behalf of the SCS is

authorized to do so; and (iii) this Agreement constitutes a valid and legally binding obligation of the SCS, enforceable in accordance with its terms.

- k. **ASSIGNMENT.** Neither LSSC nor SCS may assign any rights or delegate any duties under this Agreement without the written consent of the other party.
- l. **NOTICES.** All notices, demands, requests for approvals or other communications which are required to be given by either party to the other shall be in writing and shall be deemed given and delivered on the date delivered in person to the authorized representative of the recipient provided below, upon the expiration of five calendar days following the date mailed by registered or certified mail, postage prepaid, return receipt requested, or upon the date delivered by overnight courier (signature required) and addressed:

TO THE LSSC:

Office of the President
Attn: Dr. Stanley Sidor
Lake-Sumter State College
9501 U. S. Highway 441
Leesburg, Florida 34788

TO THE SCS:

Superintendent
Attn: Rick A. Shirley
Sumter County School District
2680 WC 476
Bushnell, Florida 33513

- m. **WAIVER.** No act or omission or commission of either party, including without limitation, any failure to exercise any right, remedy, or recourse, shall be deemed to be a waiver, release, or modification of the same. Such a waiver, release, or modification is to be effect only through a written modification to this Agreement.
- n. **GOVERNING LAW.** This Agreement shall be construed in accordance with the laws of the State of Florida. Venue shall be in Sumter County, Florida.
- o. **NO THIRD PARTY BENEFICIARY.** Persons not a party to this Agreement may not claim any benefit hereunder or as third party beneficiaries hereto.

- p. **HEADINGS**. The paragraph headings are inserted herein for convenience and reference only and in no way define, limit, or otherwise describe the scope or intent of any provisions hereof.
- q. **DRAFTING OF AGREEMENT**. This Agreement has been drafted and negotiated by LSSC and SCS and the same shall not be construed against either party by virtue of the identity of the drafter.
- r. **ENTIRE AGREEMENT**. This Agreement constitutes the entire agreement between the PARTIES and no change will be valid unless made by supplemental written agreement executed by both PARTIES.
- s. **SEVERABILITY**. Should any section or part of any section of this Agreement be rendered void, invalid, or unenforceable by any court of law, for any reason, such a determination shall not render void, invalid, or unenforceable any other section or any other part of any section of this Agreement provided that the PARTIES continue to enjoy the intended benefits for which they entered this Agreement.

IN WITNESS WHEREOF, the PARTIES have caused this Agreement to be executed by their duly authorized representatives on the date first above written.

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

APPROVED:

By _____
Dr. Stanley Sidor, President

Dated: _____

By _____
Pete Wahl, Board Chair

Dated: _____

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

LEGAL COUNSEL

THE DISTRICT SCHOOL BOARD OF SUMTER COUNTY

APPROVED:

By: _____
Rick A. Shirley
Superintendent

Dated: _____

By: _____
Board Chairperson



Lake Sumter
State College

OFFICE OF THE PRESIDENT

Present to the Board: March 27, 2019

TO: Lake-Sumter State College
District Board of Trustees

FROM: Stanley M. Sidor
President

RE: 416 – Workforce Development Articulation Agreements

OVERVIEW:

The annual review of the workforce articulation agreements has been completed and all have been updated to reflect current curriculum of each partner. The agreements included with this document include the following.

2019-2020 Articulation Agreement with Lake Technical College
2019-2020 Career Pathways Articulation Agreement with the School Board of Lake County
2019-2020 Career Pathways Articulation Agreement with Sumter County Public School
2019-2020 Career Pathways Articulation Agreement with The School Board of Marion County

ANALYSIS:

These articulation agreements provide pathways for students from partner organizations into LSSC programs.

RECOMMENDATION:

It is recommended that the Board approve this item as written.

2019-2020 Articulation Agreement Between Lake Technical College and Lake-Sumter State College

In a continuing effort to provide opportunities for students to transition into Lake-Sumter State College's postsecondary programs, Lake-Sumter State College (LSSC) and Lake Technical College (LTC) agree to cooperate in the development and implementation of a discipline specific agreement for the following programs:

Transfer Process:

The transferring student must have compiled a GPA of 2.0 or better and must furnish a certificate of completion for one of the approved postsecondary certificate programs at Lake Technical college, along with an official signed copy of their student record.

To have articulated courses reported on the official Lake-Sumter State College transcript, transferring students must:

1. Meet regular College entrance requirements.
2. Complete the College Application and pay the College Admission Fee.
3. Be accepted into Lake-Sumter State College within five years of completing one of the specified industrial-related postsecondary certificate programs.
4. Declare a major in the articulated program.
5. Comply with the appropriate placement, course prerequisites, and requirements of the College, including successful completion of college preparatory courses, if required.
6. Successfully complete nine (9) credit hours of required course work with a C or better in each course at Lake-Sumter State College while enrolled on either a part-time or full time basis.
7. Complete Articulation Credit Transfer Form with Workforce Development for review and approval.
8. Provide a copy of current, program-related licensure and/or earned industry certification.

Course Offerings

The Parties understand that the available courses may change on an annual basis. The Parties agree that revisions to the available course list may be made with the approval of LTC or its designee and LSSC Career Pathways Consortium Committee. A list of programs for the 2019-2020 year is attached as Exhibit A. Included are the following programs offered at LSSC: Associate in Science (AS) in Management Technology, AS in Business Administration, College Credit Certificate (CCC) in Business Specialist, CCC in Business Operations, CCC in Business Management, AS in Computer Information Technology, AS in Health Information Technology, CCC in Medical Office Management, AS in Criminal Justice Technology, and CCC in Criminal Justice Technology Specialist.

Educational Program Review Process:

LSSC and LTC faculty and staff with responsibility for supervision and coordination of the programs meet annually to review program documentation, program and course outcomes alignment, and LTC student learning outcomes attainment data.

This review ensures that the articulated credit is of high quality as determined by LSSC faculty and administration, is comparable in content and rigor to course content delivered at LSSC, and is

**2019-2020 Articulation Agreement Between
Lake Technical College and Lake-Sumter State College**
consistent with the LSSC mission.

**2019-2020 Articulation Agreement Between
Lake Technical College and Lake-Sumter State College**

Terms of this Agreement:

This agreement shall be reviewed annually and shall be in effect from July 1, 2019 through June 30, 2020 or until either party identifies a need for revision or terminates this agreement with thirty days written notice. Any modifications, additions, or deletions to this agreement must be in writing and signed by the signatories of this document or their successors.

APPROVED:
LAKE TECHNICAL COLLEGE

APPROVED:
LAKE-SUMTER STATE COLLEGE

Mr. Richard D. Keith Date
Chairperson

Mr. Peter Wahl Date
Chairperson

Dr. Diane Culpepper Date
Executive Director

Dr. Stanley Sidor Date
President

**2019-2020 Articulation Agreement Between
Lake Technical College and Lake-Sumter State
Accounting Operations >AS in Business Administration
Course Equivalence**

EXHIBIT A

Lake Technical College Program	Receiving Program at Lake-Sumter State College
Accounting Operations PSAV Certificate (900 Hours)	Associate in Science in Business Administration

Both parties endorse the Provisions of the Agreement as specified below.

For students who have completed the 900 hour Accounting Operations PSAV Certificate Program at Lake Technical College, LSSC will award the following credits:

- Nine (9) college credit hours in the Associate in Science in Business Administration.

College credit will be awarded for the following LSSC courses:

From: LTC Accounting Operations PSAV Certificate (900 Hours)	
To: LSSC Associate in Science in Business Administration	
CGS 1100 Business Computer Applications	3 credits
QMB 1001 Business Math	3 credits
FIN 2100 Personal Finance (as an elective)	3 credits
Total	9 credits

**2019-2020 Articulation Agreement Between
Lake Technical College and Lake-Sumter State
Accounting Operations > CCC in Medical Office Management
Course Equivalence**

Lake Technical College Program	Receiving Program at Lake-Sumter State College
Accounting Operations PSAV Certificate (900 Hours)	Medical Office Management CCC

Both parties endorse the Provisions of the Agreement as specified below.

For students who have completed the 900 hour Accounting Operations PSAV Certificate Program at Lake Technical College, LSSC will award the following credits:

- Three (3) college credit hours in the Medical Office Management

CCC. College credit will be awarded for the following LSSC courses:

From: LTC Accounting Operations PSAV Certificate (900 Hours)	
To: LSSC Medical Office Management CCC	
CGS 1100 Business Computer Applications	3 credits
Total	3 credits

**2019-2020 Articulation Agreement Between
Lake Technical College and Lake-Sumter State
Administrative Office Specialist >AS in Business Administration Course Equivalence**

Lake Technical College Program	Receiving Program at Lake-Sumter State College
Administrative Office Specialist PSAV Certificate (1050Hours)	Associate in Science in Business Administration

Both parties endorse the Provisions of the Agreement as specified below.

For students who have completed the 1050 hour Administrative Office Specialist PSAV Certificate Program at Lake Technical College, LSSC will award the following credits:

- Six (6) college credit hours in the Associate in Science in Business Administration.

College credit will be awarded for the following LSSC courses:

From: LTC Administrative Office Specialist PSAV Certificate (1050 Hours)	
To: LSSC Associate in Science in Business Administration	
COS 1100 Business Computer Applications	3 credits
OST 2336 Business Communications	3 credits
Total	6 credits

**2019-2020 Articulation Agreement Between
Lake Technical College and Lake-Sumter State College
Administrative Office Specialist > CCC in Business Administration Equivalence**

Lake Technical College Program	Receiving Programs at Lake-Sumter State College
Administrative Office Specialist PSAV Certificate (1 050 Hours)	Business Specialist CCC Business Operations CCC Business Management CCC

Both parties endorse the Provisions of the Agreement as specified below.

For students who have completed the 1050 hour Administrative Office Specialist PSAV Certificate Program at Lake Technical College, LSSC will award the following credits:

- Six (6) college credit hours in the appropriate Business Administration CCC program.

College credit will be awarded for the following LSSC courses:

From: LTC Administrative Office Specialist PSAV Certificate (1050 Hours)	
To: LSSC Business Administration Technical Certificate	
CGS 1100 Business Computer Applications	3 credits
OST 2336 Business Communications	3 credits
Total	6 credits

**2019-2020 Articulation Agreement Between
Lake Technical College and Lake-Sumter State College
Administrative Office Specialist > CCC in Medical Office
Management College Course Equivalence**

Lake Technical College Program	Receiving Program at Lake-Sumter State College
Administrative Office Specialist PSAV Certificate (1050 Hours)	Medical Office Management CCC

Both parties endorse the Provisions of the Agreement as specified below.

For students who have completed the 1050 hour Administrative Office Specialist PSAV Certificate Program at Lake Technical College, LSSC will award the following credits:

- Six (6) college credit hours in the Medical Office Management CCC.

College credit will be awarded for the following LSSC courses:

From: LTC Administrative Office Specialist PSAV Certificate (1050 Hours)	
To: LSSC Medical Office Management CCC	
CGS 1100 Business Computer Applications	3 credits
OST 2336 Business Communications	3 credits
Total	6 credits

**2019-2020 Articulation Agreement Between
Lake Technical College and Lake-Sumter State
Correctional Officer & Law Enforcement Officer > AS in Criminal Justice Technology
Course Equivalence**

Lake Technical College Programs	Receiving Program at Lake-Sumter State College
Correctional Officer PSAV Certificate (420 Hours)	Associate in Science in Criminal Justice Technology
Law Enforcement Officer PSAV (770 hours)	

Both parties endorse the Provisions of the Agreement as specified below.

For students who have completed the above listed programs, LSSC will award the following credits:

From: LTC Correctional Officer PSAV Certificate (420 Hours)	
To: LSSC Associate in Science in Criminal Justice Technology	
CJC I 000 Introduction to Corrections	3 credits
CJE 2946 Criminal Justice Practicum	3 credits
CJE 2331 Ethics in Criminal Justice	3 credits
CCJ 1020 Introduction to Criminal Justice	3 credits
Total	12 credits

From: LTC Law Enforcement Officer PSAV Certificate (770Hours)	
To: LSSC Associate in Science in Criminal Justice Technology	
CJE 2331 Ethics in Criminal Justice	3 credits
CJL 2102 Criminal Procedure and Evidence	3 credits
CJE 2600 Criminal Investigation	3 credits
CJL 2100 Criminal Law	3 credits
CJE 2946 Criminal Justice Practicum	3 credits
CCJ 1020 Introduction to Criminal Justice	3 credits
CCJ 1001 Introduction to Criminology	3 credits
CJE 2500 Police Operations	3 credits
CJE 1002 Introduction to Law Enforcement	3 credits
Total	27 credits

**2019-2020 Articulation Agreement Between
Lake Technical College and Lake-Sumter State
Correctional Officer & Law Enforcement Officer > CCC in Criminal Justice Technology
Specialist Course Equivalence**

Lake Technical College Programs	Receiving Program at Lake-Sumter State College
Correctional Officer PSAV Certificate (420 Hours)	Criminal Justice Technology Specialist CCC
Law Enforcement Officer PSAV (770 hours)	

Both parties endorse the Provisions of the Agreement as specified below.

For students who have completed the above listed programs, LSSC will award the following credits:

From: LTC Correctional Officer PSAV Certificate (420 Hours)	
To: LSSC Criminal Justice Technology Specialist CCC	
CJE 2331 Ethics in Criminal Justice	3 credits
CCJ 1020 Introduction to Criminal Justice	3 credits
Total	6 credits

From: LTC Law Enforcement Officer PSAV Certificate (770 Hours)	
To: LSSC Criminal Justice Technology Specialist CCC	
CJE 2331 Ethics in Criminal Justice	3 credits
CJL 2102 Criminal Procedure and Evidence	3 credits
CJL 2100 Criminal Law	3 credits
CCJ 1020 Introduction to Criminal Justice	3 credits
CCJ 1001 Introduction to Criminology	3 credits
Total	15 credits

**2019-2020 Articulation Agreement Between
Lake Technical College and Lake-Sumter State College
Enterprise Desktop and Mobile Support Technology > AS in Computer Information
Technology Course Equivalence**

Lake Technical College Program	Receiving Program at Lake-Sumter State College
Enterprise Desktop and Mobile Support Technology (I 050 Hours)	Associate in Science in Computer Information Technology

Both parties endorse the Provisions of the Agreement as specified below.

For students who have completed the 1050 hour Enterprise Desktop and Mobile Support Technology PSAV Certificate Program at Lake Technical College, LSSC will award the following credits:

- Nine (9) college credit hours in the Associate in Science in Computer Information Technology.

College credit will be awarded for the following LSSC courses:

From: LTC Enterprise Desktop & Mobile Support Technology Certificate (1050 Hours)	
To: LSSC Associate in Science in Computer Information Technology	
CET 2180 A+ Hardware	3 credits
CET 1179C A+ Software	3 credits
CET 1485 Networking Essentials	3 credits
Total	9 credits

**2019-2020 Articulation Agreement Between
Lake Technical College and Lake-Sumter State College
Lake Technical College Related Programs > AS in Management Technology
Course Equivalence**

This agreement provides an opportunity for a student who has completed one of the approved related postsecondary certificate or apprenticeship training programs to advance their career. The Associate in Science in Management Technology provides individuals currently working in industry an opportunity to pursue college level education that is appropriate for supervisory and management roles and upward mobility in their respective fields.

Lake Technical College Programs With clock hour length	Lake-Sumter State College Program
Accounting Operations - 900	Associate in Science in Management Technology (24-27 credits: see Maximum Award of Credit section)
Administrative Office Specialist - 1050	
Air-Conditioning, Refrigeration, & Heating Technology 1 & 2 (HVACR)- 750 & 600	
Automotive Collision Technology Technician - 1400	
Automotive Service Technology 1 & 2 - 1050 & 750	
Cosmetology - 1200	
Diesel Systems Technician 1 & 2 - 1050 & 750	
Enterprise Desktop & Mobile Support Technology - 900	
Medical Assisting - 1300	
Paramedic - 1100	
Pharmacy Technician - 1050	
Practical Nursing - 1350	
Professional Culinary Arts & Hospitality - 1200	
Welding Technology - 1050	

Maximum Award of Credit:

This agreement makes it possible for a student to receive the following semester hours of college credit towards the Associate in Science in Management Technology at Lake-Sumter State College in accordance with commonly accepted good practices in higher education. Under no circumstances will more than 27 credits be awarded to any student.

Lake Technical College Program	Credit Awarded toward Technical Skills Training Requirement of this Degree
Clock hour programs 900-1,450 hours in length	24 credits will be awarded
Clock hour programs more than 1,500 hours in length	27 credits will be awarded

College credit will be awarded for the following LSSC course:

MNA 1949 Practicum for Management Technology	24 - 27 credits
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**2019-2020 Articulation Agreement Between
Lake Technical College and Lake-Sumter State
Lake Technical College Related Programs > AS in Management Technology
Course Equivalence**

Faculty Eligibility for Award of Credit:

Faculty currently teaching at Lake Technical College in one of the approved industrial-related postsecondary certificate programs are eligible for the award of credit toward the Management Technology A.S. degree.

Faculty must meet the following criteria:

1. Requirements in items 1 through 7 in the Transfer Process section of this agreement.
2. Furnish a Certificate of Completion from Lake Technical College, or from another institution with the same program, or furnish a copy of a current and valid Florida license and/or industry certification in the field of the industrial program (this does not include a teaching certificate), or at least six years' experience comparable to the Certificate of Completion validated by Lake Technical College.
3. Provide a letter from Lake Technical College identifying this faculty member as an eligible candidate for this program.

**2019-2020 Articulation Agreement Between
Lake Technical College and Lake-Sumter State
Paramedic or Practical Nursing (PN) > AS in Nursing Course
Equivalence**

Lake Technical College Programs	Receiving Program at Lake-Sumter State College
Paramedic (1100 Hours)	Associate in Science in Nursing - Bridge Track (17 credits)
Practical Nursing (1350 Hours)	

Both parties endorse the Provisions of the Agreement as specified below. This agreement is designed for students who desire a career in nursing.

For students who have completed the 1100 hour Paramedic or the 1350 hours Practical Nursing PSAV Certificate Program at Lake Technical College, LSSC will award the following credits:

- Seventeen (17) college credit hours in the Associate in Science in Nursing.

College credit will be awarded as stated below:

Articulated Credits for Paramedic	
Articulated credits	17 credits
Total	17 credits

Articulated Credits for Practical Nursing:	
Articulated credits	17 credits
Total	17 credits

Transfer to Associate in Science in Nursing:

1. Complete the nursing program prerequisites as identified in the current LSSC College Catalog and Student Handbook and Nursing Information Packet (www.lssc.edu/nursing).
2. Attend a Nursing Information Session.
3. Apply to the Associate in Science in Nursing program in accordance with Nursing Department guidelines as identified in the Nursing Information Packet.
4. Receive official acceptance notification into the Nursing RN program at LSSC.
5. Submit the appropriate Articulation Credit Transfer Form.
6. Submit a certified copy of an active Florida Paramedic or LPN license.

**2019-2020 Articulation Agreement Between
Lake Technical College and Lake-Sumter State
Practical Nursing (PN) or Medical Assisting (MA) > AS in Health Information
Technology Course Equivalence**

Lake Technical College Program	Receiving Program at Lake-Sumter State College
Medical Assisting (1300 Hours)	Associate in Science in Health Information Technology
Practical Nursing (1350 Hours)	

Both parties endorse the Provisions of the Agreement as specified below.

For students who have completed the above listed programs, LSSC will award the following credits:

Articulated Credits for Medical Assisting	
HSC 1531 Medical Terminology	3 credits
HIM 1273 Medical Insurance & Coding I	3 credits
HIM 1800C Professional Practice Experience I	1 credits
HIM 1433 Concepts of Disease	3 credits
HIM 2442 Pharmacology & Laboratory Analysis	1 credit
HIM 2012 Medicolegal Aspects of Records	2 credits
OST 2336 Business Communications	3 credits
Total	16 credits

Articulated Credits for Practical Nursing	
HSC 1531 Medical Terminology	3 credits
HIM 1003 Foundations of Health Info Management	3 credits
HIM 1433 Concepts of Disease	3 credits
HIM 1800C Professional Practice Experience I	1 credits
HIM 2442 Pharmacology & Laboratory Analysis	1 credit
OST 2336 Business Communications	3 credits
Total	14 credits

CAREER PATHWAYS ARTICULATION AGREEMENT BETWEEN THE SCHOOL BOARD OF LAKE COUNTY, FLORIDA and LAKE-SUMTER STATE COLLEGE

In a continuing effort for the School Board of Lake County, Florida (School Board) and Lake-Sumter State College (LSSC) to provide career opportunities for secondary school students in Career Pathways programs for transition into postsecondary institutions, LSSC agrees to extend at no cost to the student (other than the application fee) college credit at LSSC according to the following requirements:

I. Articulation with Lake-Sumter State College

To articulate courses taken in Career and Technical Education Career Pathways Program of Study at Lake County Schools (LCS) Secondary Schools to LSSC, students must meet the following requirements to earn college credit.

1. The student shall be considered a Career Pathways student, defined as a student in an articulated, sequential CTE program and enrolled in Level II or III courses that lead to a college credit certificate (CCC), Associate in Science (AS), Associate in Applied Science (AAS), or Associate in Arts (AA) degree, and/or apprenticeship programs.
2. Pass the specified high school courses identified on the CTE Career Pathways Program of Study within a career and technical program with a minimum grade of C.
3. Pay the LSSC Admissions application fee.
4. Meet regular LSSC entrance requirements, including appropriate placement and course prerequisite requirements of the college.
5. Credit may be earned in any combination of the following ways:

OPTION A. Take and pass the LSSC common assessment (Credit by Exam) for courses listed on the articulation pages contained within this document. The student must enroll and attend LSSC after high school graduation or as a Collegiate High School Early Admissions student in order to receive the credit earned by the LSSC common assessment (Credit by Exam). LSSC will award the credit for the select program up to 24 months from the time of high school graduation or while enrolled as a Collegiate High School Early Admissions student as described in the annual Collegiate High School Dual Enrollment agreement.

OPTION B. Receive credit for an industry certification(s) earned while enrolled in a Career Pathways Program of Study which corresponds to an LSSC program. A list of approved certifications along with the equivalent articulated credit is available on the individual program pages contained within this document. If the certification product version is different from the listed industry standard, LSSC faculty will review the certification to determine equivalence.

The student must present the Career Pathways Certificate of Completion, copy of industry certification, and/or present a high school transcript verifying the successful completion of the technical courses and/or industry certification, if applicable, to LSSC's Workforce Development Office.

**2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE**

II. Assessment and Course Equivalency

1. The LSSC common assessment (Credit by Exam) study guide, prepared by LSSC program faculty for each program area will be shared with high school faculty. The LSSC common assessment (Credit by Exam) may be written, portfolio, performance-based or a combination thereof. LSSC will provide high school faculty, upon written request, the opportunity to take the LSSC common assessment (Credit by Exam).
2. Faculty and staff on the technical discipline subcommittees have examined and compared the competencies within the technical courses to be articulated from the high school curriculum to the postsecondary institutions to determine the equivalency of the content. Each technical subcommittee will develop and regularly update the discipline-specific Program of Study content equivalency descriptions.

III. Term and Termination

This agreement shall be reviewed annually and shall be in effect from July 1, 2019 through June 30, 2020 or until either party chooses to terminate the Agreement. Either party may terminate this agreement with ninety (90) days written notice.

IV. Course Offerings

The Parties understand that the available courses may change on an annual basis. A sample list for the 2019-2020 year is attached as Exhibit A. The Parties agree that revisions to the available course list may be made with the approval of the School Board or its designee and LSSC Career Pathways Consortium Committee. All other modifications are subject to Section V of this Agreement.

V. Modification or Amendment

Except as otherwise outlined in Section IV, this Agreement may be modified or amended only by a written document signed by authorized representatives of the School Board and LSSC.

**APPROVED:
THE SCHOOL BOARD
OF LAKE COUNTY, FLORIDA**

**APPROVED:
LAKE-SUMTER STATE COLLEGE**

Ms. Diane Kornegay, Superintendent Date

Dr. Stanley Sidor, President Date

Ms. Stephanie Luke, Chairperson Date
School Board of Lake County, Florida

Mr. Peter Wahl, Chairperson Date
District Board of Trustees

Ms. Frances Y. Celis, Director Date

Dr. Douglas A. Wymer, Date

**2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE**

College and Career Readiness

Vice President, Academic Affairs

EXHIBIT A

Lake County Schools Secondary Schools

Program of Study	Course Number and Name	Credits
Administrative Office Specialist	8207310 Intro to Info Tech or Digital Info Tech	1
	8212110 Administrative Office Technology 1	1
	8212120 Business Software Applications 1	1

Lake-Sumter State College

OPTION A. Earn *College Credit through Career Pathways* by taking and passing the LSSC common assessment (Credit by Exam):

Lake-Sumter Program of Study	Course Number and Name	Credit Hours
AS in Business Administration	CGS 1100 Business Computer Applications GEB 1011 Introduction to Business	3 3
CCC in Business Specialist		
CCC in Business Operations		
CCC in Business Management		
AS in Computer Information Technology	CGS 1100 Business Computer Applications	3
AS in Criminal Justice Technology		
AS in Health Information Technology		
CCC in Electrical Distribution Technology Advanced		
CCC in Information Technology Analysis Certificate		
CCC in Medical Office Management		
AA Degree	CGS 1100 Business Computer Applications	3

OPTION B. Earn *College Credit through Industry Certification*: Students obtaining the following industry certification(s) will be awarded credit in the specified program for the postsecondary course(s) listed below:

Lake-Sumter Program of Study	Industry Certification	Course Number and Name	Credit Hours
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**2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE**

All listed in Option A	MICRO069 Microsoft Office Specialist (MOS) containing at least 3 of these 4 components: Word, Excel, PowerPoint, Access	CGS 1100 Business Computer Applications	3
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Lake Secondary Schools

Program of Study	Course Number and Name Lake County requires students to complete three (3) classes.	Credits
Advanced Manufacturing Technology	9200210 Advanced Manufacturing Technology 1	1
	9200220 Advanced Manufacturing Technology 2	1
	9200230 Advanced Manufacturing Technology 3	1
	9200240 Advanced Manufacturing Technology 4	1
	9200250 Advanced Manufacturing Technology	1
	Capstone	1

Lake-Sumter State College

OPTION A. Earn College Credit through Career Pathways by taking and passing the LSSC common assessment (Credit by Exam). Refer to Manufacturing Skill Standards Council (MSSC) and Certified Production Technician (CPT) study guides for test preparation.

Lake-Sumter Program of Study *primary entry program	Course Number and Name	Credit Hours
*AS in Engineering Technology Substation and Relay Technology Specialization	ETM 1010C Mechanical Measurement and Instrumentation	3
	ETI 1420C Manufacturing Processes and Materials	3
	ETI 1110C Introduction to Quality Assurance	3
	ETI 1701C Industrial Safety	3
*CCC in Engineering Technology Support Specialist	ETM 1010C Mechanical Measurement and Instrumentation	3
	ETI 1420C Manufacturing Processes and Materials	3
	ETI 1110C Introduction to Quality Assurance	3
	ETI 1701C Industrial Safety	3
AA Degree Elective Credits (not to exceed maximum elective credit hours for the program)	ETM 1010C Mechanical Measurement & Instrumentation and/or	3
	ETI 1420C Manufacturing Processes & Materials and/or	3
	ETI 1110C Introduction to Quality Assurance and/or	3
	ETI 1701C Industrial Safety	3

**2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE**

OPTION B. Earn College Credit through Industry Certification: Students obtaining the following industry certification(s) will be awarded credit in the specified program for the postsecondary course(s) listed below:

Lake-Sumter Program of Study	Industry Certification	Course Number and Name	Credit Hours
CCC in Engineering Technology Support Specialist AS in Engineering Technology Substation and Relay Technology Specialization	MSSCN001 MSSC Certified Production Technician CPT	ETM 1010C Mechanical Measurement and Instrumentation	3
		ETI 1420C Manufacturing Processes and Materials	3
		ETI 1110C Introduction to Quality Assurance	3
		ETI 1701C Industrial Safety	3
Lake-Sumter Program of Study	Industry Certification	Course Number and Name	Credit Hours
CCC in Engineering Technology Support Specialist AS in Engineering Technology Substation and Relay Technology Specialization	<i>CREDIT for ONE of the following:</i> <ul style="list-style-type: none"> • SOLID003 Certified Solidworks Associate • ADESK011 Autodesk Certified User – Autodesk Inventor • ADESK024 Autodesk Certified Professional – Inventor 	ETD 1320C Introduction to AutoCAD	3

**2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE**

Lake County Schools Secondary Schools

Program of Study	Course Number and Name	Credits
Allied Health Assisting	8417100 Health Science Anatomy & Physiology	1
	8417110 Health Science Foundations	1
	8417131 Allied Health Assisting 3	1
Nursing Assistant	8417100 Health Science Anatomy & Physiology	1
	8417110 Health Science Foundations	1
	8417211 Nursing Assistant 3	1

Lake-Sumter State College

OPTION A. Earn College Credit through Career Pathways by taking and passing the LSSC common assessment (Credit by Exam):

Lake-Sumter Program of Study *primary entry program	Course Number and Name	Points
*Nursing (A.S. Degree) RN preferred placement	1 preferred placement point	1
AS in Health Information Technology	HSC 1531 Medical Terminology	2
	HIM 1273 Medical Insurance & Coding I	3
	CGS 1100 Business Computer Applications	3
CCC in Healthcare Informatics Specialist	HSC 1531 Medical Terminology	2
	HIM 1273 Medical Insurance & Coding I	3
CCC in Medical Information Coder/Biller	HSC 1531 Medical Terminology	2
	HIM 1273 Medical Insurance & Coding I	3
CCC in Medical Office Management	HSC 1531 Medical Terminology	2
	HIM 1273 Medical Insurance & Coding I	3
	CGS 1100 Business Computer Applications	3
A.A. Degree	HSC 1531 Medical Terminology	2
	CGS 1100 Business Computer Applications	3

**2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE**

OPTION B. Earn College Credit through Industry Certification: Students obtaining the following industry certification(s) will be awarded credit in the specified program for the postsecondary course(s) listed below:

Lake-Sumter Program of Study	Industry Certification	Course Number and Name	Credit Hours
AS in Health Information Technology	NATHA003 Certified Medical Administrative Assistant (CMAA)	HSC 1531 Medical Terminology HIM 1273 Medical Insurance & Coding I	2 3
	FDMQA002 Certified Nursing Assistant (CNA)	HSC 1531 Medical Terminology	2
	MICRO069 Microsoft Office Specialist (MOS) containing at least 3 of these 4 components: Word, Excel, PowerPoint, Access	CGS 1100 Business Computer Applications	3
CCC in Healthcare Informatics Specialist	NATHA003 Certified Medical Administrative Assistant (CMAA)	HSC 1531 Medical Terminology HIM 1273 Medical Insurance & Coding I	2 3
	FDMQA002 Certified Nursing Assistant (CNA)	HSC 1531 Medical Terminology HIM 1273 Medical Insurance & Coding I	2 3
CCC in Medical Information Coder/Biller	NATHA003 Certified Medical Administrative Assistant (CMAA)	HSC 1531 Medical Terminology HIM 1273 Medical Insurance & Coding I	2 3
	FDMQA002 Certified Nursing Assistant (CNA)	HSC 1531 Medical Terminology	2
CCC in Medical Office Management	NATHA003 Certified Medical Administrative Assistant (CMAA)	HSC 1531 Medical Terminology HIM 1273 Medical Insurance & Coding I	2 3
	FDMQA002 Certified Nursing Assistant (CNA)	HSC 1531 Medical Terminology	2
	MICRO069 Microsoft Office Specialist (MOS) containing at least 3 of these 4 components: Word, Excel, Power Point, Access	CGS 1100 Business Computer Applications	3
A.A. Degree	MICRO069 Microsoft Office Specialist (MOS) containing at least 3 of these 4 components: Word, Excel, PowerPoint, Access	CGS 1100 Business Computer Applications	3

**2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE**

Lake County Schools Secondary Schools

Program of Study	Course Number and Name	Credits
Applied Cybersecurity	8207310 Intro to Info Tech or Digital Info Tech	1
	9001320 Computer & Network Security Fundamentals	1
	9001330 Cybersecurity Essentials	1

Lake-Sumter State College

OPTION A. Earn *College Credit through Career Pathways* by taking and passing the LSSC common assessment (Credit by Exam):

Lake-Sumter Program of Study * primary entry program	Course Number and Name	Credit Hours
*AS in Computer Information Technology	CGS 1100 Business Computer Applications	3
	CET 2180 A+ Hardware	3
	CET 1179C A+ Software	3
	CET 1485 Networking Essentials	3
	CET 2660 Network Security Fundamentals	3
	CAP 2140 Digital Forensics I	3
	CAP 2141 Digital Forensics II	3
*CCC in Information Technology Analysis	CGS 1100 Business Computer Applications	3
	CET 2180 A+ Hardware	3
	CET 1179C A+ Software	3
	CET 1485 Networking Essentials	3
	CET 2660 Network Security Fundamentals	3
*CCC in Digital Forensics	CGS 1100 Business Computer Applications	3
	CET 2180 A+ Hardware	3
	CET 1179C A+ Software	3
	CET 1485 Networking Essentials	3
	CET 2660 Network Security Fundamentals	3
	CAP 2140 Digital Forensics I	3
	CAP 2141 Digital Forensics II	3
AS in Business Administration	CGS 1100 Business Computer Applications	3
AS in Criminal Justice Technology		
AAS in Electrical Distribution Technology		
CCC in Electrical Distribution Technology Advanced		
AS in Health Information Technology		
CCC in Medical Office Management		
A.A. Degree Students should consult with an LSSC academic advisor to determine how the number of credits possible impacts the number of credits permitted in the degree	CGS 1100 Business Computer Applications	3
	CET 2180 A+ Hardware	3
	CET 1179C A+ Software	3
	CET 1485 Networking Essentials	3
	CET 2660 Network Security Fundamentals	3
	CAP 2140 Digital Forensics I	3
	CAP 2141 Digital Forensics II	3

**2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE**

OPTION B. Earn *College Credit through Industry Certification*: Students obtaining the following industry certification(s) will be awarded credit in the specified program for the postsecondary course(s) listed below:

Lake-Sumter Program of Study	Industry Certification	Course Number and Name	Credit Hours
AS in Computer Information Technology CCC in Information Technology Analysis CCC in Digital Forensics	MICRO069 Microsoft Office Specialist (MOS)containing at least 3 of these 4 components: Word, Excel, PowerPoint, Access	CGS 1100 Business Computer Applications	3
	COMPT006 CompTIA Network+	CET 1485 Networking Essentials	3
	COMPT008 CompTIA Security+	CET 2660 Network Security Fundamentals	3
	COMPTIA+ 901	CET 2180 A+ Hardware	3
	COMPTIA+ 902	CET 1179C A+ Software	3

**2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE**

Lake County Schools Secondary Schools

Program of Study	Course Number and Name Lake County requires students to complete three (3) classes.	Credits
Business Management and Analysis	8207310 Intro to Info Tech or Digital Info Tech	1
	8215120 Business and Entrepreneurial Principles	1
	8203310 Accounting Applications I or	
	8301110 Management and Human Resources	1
	8301120 Business Analysis or	
	8215130 Legal Aspects of Business	1

Lake-Sumter State College

OPTION A. Earn College Credit through Career Pathways by taking and passing the LSSC common assessment (Credit by Exam):

Lake-Sumter Program of Study *primary entry program	Course Number and Name	Credit Hours
*AS in Business Administration	CGS 1100 Business Computer Applications	3
*CCC in Business Specialist		
*CCC in Business Operations		
*CCC in Business Management		
AS in Computer Information Technology		
AS in Criminal Justice Technology		
AS in Health Information Technology		
CCC in Electrical Distribution Technology Advanced		
CCC in Information Technology Analysis		
CCC in Medical Office Management		
A.A. Degree	CGS 1100 Business Computer Applications	3

OPTION B. Earn College Credit through Industry Certification: Students obtaining the following industry certification(s) will be awarded credit in the specified program for the postsecondary course(s) listed below:

Lake-Sumter Program of Study	Industry Certification	Course Number and Name	Credit Hours
All listed in Option A	MICRO069 Microsoft Office Specialist (MOS) containing at least 3 of these 4 components: Word, Excel, PowerPoint, Access	CGS 1100 Business Computer Applications	3

**2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE**

Lake County Schools Secondary Schools

Program of Study	Course Name	Credits
	Lake County requires students to complete three (3) classes.	
Digital Design	8207310 Intro to Info Tech or Digital Info Tech	1
	8209510 Digital Design I	1
	8209520 Digital Design 2	1
	8209530 Digital Design 3	1

Lake-Sumter State College

OPTION A. Earn College Credit through Career Pathways by taking and passing the LSSC common assessment (Credit by Exam):

Lake-Sumter Program of Study * primary entry program	Course Number and Name	Credit Hours
*AS in Business Administration	CGS 1100 Business Computer Applications	3
AS in Computer Information Technology		
AS in Criminal Justice Technology		
AS in Health Information Technology		
AAS in Electrical Distribution Technology		
CCC in Business Operations		
CCC in Business Management		
CCC in Digital Forensics		
CCC in Electrical Distribution Technology Advanced		
CCC in Information Technology Analysis		
CCC in Medical Office Management		
A.A. Degree		

OPTION B. Earn College Credit through Industry Certification: Students obtaining the following industry certification(s) will be awarded credit in the specified program for the postsecondary course(s) listed below:

Lake-Sumter Program of Study	Industry Certification	Course Number and Name	Credit Hours
All listed in Option A	MICRO069 Microsoft Office Specialist (MOS) containing at least 3 of these 4 components: Word, Excel, PowerPoint, Access	CGS 1100 Business Computer Applications	3

**2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE**

Lake County Schools Secondary Schools

Program of Study	Course Number and Name	Credits
Diversified Career Technology	8303010 Diversified Career Technology Principles	1
	8303020 Diversified Career Technology Applications	1
	8303030 Diversified Career Technology Management	1

Lake-Sumter State College

OPTION A. Earn College Credit through Career Pathways by taking and passing the LSSC common assessment (Credit by Exam):

Lake-Sumter Program of Study *primary entry program	Course Number and Name	Credit Hours
*AS in Business Administration	GEB 1011 Introduction to Business CGS 1100 Business Computer Applications	3 3
*CCC in Business Specialist		
*CCC in Business Operations		
*CCC in Business Management		
A.A. Degree		

OPTION B. Earn College Credit through Industry Certification: Students obtaining the following industry certification(s) will be awarded credit in the specified program for the postsecondary course(s) listed below:

Lake-Sumter Program of Study	Industry Certification	Course Number and Name	Credit Hours
All listed in Option A	MICRO069 Microsoft Office Specialist (MOS) containing at least 3 of these 4 components: Word, Excel, PowerPoint, Access	CGS 1100 Business Computer Applications	3

**2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE**

Lake County Schools Secondary Schools

Program of Study	Course Number and Name	Credits
Electronic Business Enterprise	8207310 Intro to Info Tech or Digital Info Tech	1
	8200340 Introduction to E Commerce	1
	8200350 E Commerce Entrepreneurship	1

Lake-Sumter State College

OPTION A. Earn *College Credit through Career Pathways* by taking and passing the LSSC common assessment (Credit by Exam):

Lake-Sumter Program of Study *primary entry program	Course Number and Name	Credit Hours
*AS in Business Administration	CGS 1100 Business Computer Applications GEB 1136 Introduction to eBusiness	3 3
*CCC in Business Specialist		
*CCC in Business Operations		
*CCC in Business Management		
A.A. Degree		

OPTION B. Earn *College Credit through Industry Certification*: Students obtaining the following industry certification(s) will be awarded credit in the specified program for the postsecondary course(s) listed below:

Lake-Sumter Program of Study	Industry Certification	Course Number and Name	Credit Hours
All listed in Option A	MICRO069 Microsoft Office Specialist (MOS) containing at least 3 of these 4 components: Word, Excel, PowerPoint, Access	CGS 1100 Business Computer Applications	3

**2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE**

Lake County Schools Secondary Schools

Program of Study	Course Number and Name Lake County requires students to complete three (3) classes.	Credits
Energy Technician (Power Academy)	8006110 Energy Industry Fundamentals	1
	8727210 Electricity 1	1
	8006120 Introduction to Alternative Energy	1
	8727220 Electricity II	1

Lake-Sumter State College

OPTION A. Earn *College Credit through Career Pathways* by taking and passing the LSSC common assessment (Credit by Exam):

Lake-Sumter Program of Study *primary entry program	Course Number and Name	Credit Hours
*AAS in Electrical Distribution Technology	ETP 1101C Basic Electricity for Line Workers	3
*CCC in Electrical Distribution Technology Basic	ETP 1101C Basic Electricity for Line Workers	3
*CCC in Electrical Distribution Technology Advanced	ETP 1101C Basic Electricity for Line Workers	3
A.A. Degree	ETP 1101C Basic Electricity for Line Workers	3

**2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE**

Lake County Schools Secondary Schools

Program of Study	Course Number and Name Lake County requires students to complete three (3) classes.	Credits
Engineering Pathways	8600550 Introduction to Engineering Design	1
	8600520 Principals of Engineering	1
	8600530 Digital Electronics	1
	8600560 Computer Integrated Manufacturing or	1
	8600590 Civil Engineering and Architecture or	1
	8600650 Engineering Design and Development	1

Lake-Sumter State College

OPTION A. Earn College Credit through Career Pathways by taking and passing the LSSC common assessment (Credit by Exam). Refer to Manufacturing Skill Standards Council (MSSC) and Certified Production Technician (CPT) study guides for test preparation for ETI 1420C and ETM 1010C.

Lake-Sumter Program of Study *primary entry program	Course Number and Name	Credit Hours
*AS in Engineering Technology Substation and Relay Technology Specialization	ETI 1084C Introduction to Electronics	3
	ETD 1320C Introduction to AutoCAD	3
	ETI 1420C Manufacturing Materials and Processes	3
	ETM 1010C Mechanical Measurement and Instrumentation	3
*CCC in Engineering Technology Support Specialist Technical Certificate	ETI 1084C Introduction to Electronics	3
	ETD 1320C Introduction to AutoCAD	3
	ETI 1420C Manufacturing Materials and Processes	3
	ETM 1010C Mechanical Measurement and Instrumentation	3
A.A. Degree	ETI 1084C Introduction to Electronics	3
	ETD 1320C Introduction to AutoCAD	3
	ETI 1420C Manufacturing Materials and Processes	3
	ETM 1010C Mechanical Measurement and Instrumentation	3

OPTION B. Earn College Credit through Industry Certification: Students obtaining the following industry certification(s) will be awarded credit in the specified program for the postsecondary course(s) listed below:

Lake-Sumter Program of Study	Industry Certification	Course Number and Name	Credit Hours
CCC in Engineering Technology Support Specialist AS in Engineering Technology Substation and Relay Technology Specialization	<i>CREDIT for ONE of the following:</i> <ul style="list-style-type: none"> • SOLID003 Certified Solidworks Associate • ADESK011 Autodesk Certified User – Autodesk Inventor • ADESK024 Autodesk Certified Professional – Inventor 	ETD 1320C Introduction to AutoCAD	3

**2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE**

Lake County Schools Secondary Schools

Program of Study	Course Number and Name	Credits
Entrepreneurship	8812110 Principles of Entrepreneurship	1
	8812120 Business Management & Law	1
	8812000 Business Ownership	1

Lake-Sumter State College

OPTION A. Earn College Credit through Career Pathways by taking and passing the LSSC common assessment (Credit by Exam):

Lake-Sumter Program of Study *primary entry program	Course Number and Name	Credit Hours
*AS in Business Administration	ENT 1000 Introduction to Entrepreneurship	3
A.A. Degree	ENT 1000 Introduction to Entrepreneurship	3

OPTION B. Earn College Credit through Industry Certification: Students obtaining the following industry certification(s) will be awarded credit in the specified program for the postsecondary course(s) listed below:

Lake-Sumter Program of Study	Industry Certification	Course Number and Name	Credit Hours
All listed in Option A	MICRO069 Microsoft Office Specialist (MOS) containing at least 3 of these 4 components: Word, Excel, PowerPoint, Access	CGS 1100 Business Computer Applications	3

**2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE**

Lake County Schools Secondary Schools

Program of Study	Course Number and Name Lake County requires students to complete three (3) classes.	Credits
Game/Simulation/Animation Programming	8208110 Game & Simulation Foundations	1
	8208120 Game & Simulation Design	1
	8208330 Game & Simulation Programming	1
	8208340 Multi-User Game & Simulation Programming	1

Lake-Sumter State College

OPTION A. Earn *College Credit through Career Pathways* by taking and passing the LSSC common assessment (Credit by Exam):

Lake-Sumter Program of Study *primary entry program	Course Number and Name	Credit Hours
*AS in Computer Information Technology	COP 1000 Introduction to Programming	3
	COP 2800 Programming with Java	3
A.A. Degree	COP 1000 Introduction to Programming	3
	COP 2800 Programming with Java	3

**2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE**

Lake County Schools Secondary Schools

Program of Study	Course Number and Name Lake County requires students to complete three (3) classes.	Credits
International Business	8207310 Intro to Info Tech or Digital Info Tech	1
	8203310 Accounting Applications I	1
	8216110 International Business Systems	1
	8216130 International Finance and Law; Business Internship	1

Lake-Sumter State College

OPTION A. Earn College Credit through Career Pathways by taking and passing the LSSC common assessment (Credit by Exam):

Lake-Sumter Program of Study *primary entry program	Course Number and Name	Credit Hours
*AS in Business Administration	CGS 1100 Business Computer Applications GEB 1011 Introduction to Business	3 3
*CCC in Business Specialist		
*CCC in Business Operations		
*CCC in Business Management		
AS in Computer Information Technology	CGS 1100 Business Computer Applications	3
AS in Criminal Justice Technology		
AS in Health Information Technology		
AAS in Electrical Distribution Technology		
CCC in Digital Forensics		
CCC in Electrical Distribution Technology Advanced		
CCC in Information Technology Analysis		
CCC in Medical Office Management		
A.A. Degree	CGS 1100 Business Computer Applications GEB 1011 Introduction to Business	3 3

**2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE**

OPTION B. Earn *College Credit through Industry Certification*: Students obtaining the following industry certification(s) will be awarded credit in the specified program for the postsecondary course(s) listed below:

Lake-Sumter Program of Study	Industry Certification	Course Number and Name	Credit Hours
All listed in Option A	MICRO069 Microsoft Office Specialist (MOS) containing at least 3 of these 4 components: Word, Excel, PowerPoint, Access	CGS 1100 Business Computer Applications	3

**2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE**

Lake County Schools Secondary Schools

Program of Study	Course Number and Name Lake County requires students to complete three (3) classes.	Credits
Legal Administrative Specialist	8207310 Intro to Info Tech or Digital Info Tech	1
	8212110 Administrative Office Technology 1	1
	8212120 Business Software Applications 1	1
	8215130 Legal Aspects of Business	1

Lake-Sumter State College

OPTION A. Earn College Credit through Career Pathways by taking and passing the LSSC common assessment (Credit by Exam):

Lake-Sumter Program of Study *primary entry program	Course Number and Name	Credit Hours
*AS in Business Administration	CGS 1100 Business Computer Applications	3
*CCC in Business Specialist		
*CCC in Business Operations		
*CCC in Business Management		
AS in Computer Information Technology		
AS in Criminal Justice Technology		
AS in Health Information Technology		
AAS in Electrical Distribution Technology		
CCC in Digital Forensics		
CCC in Electrical Distribution Technology Advanced		
CCC in Information Technology Analysis		
A.A. Degree	CGS 1100 Business Computer Applications CTS 1101 Microsoft Windows – Introduction	3 3

OPTION B. Earn College Credit through Industry Certification: Students obtaining the following industry certification(s) will be awarded credit in the specified program for the postsecondary course(s) listed below:

Lake-Sumter Program of Study	Industry Certification	Course Number and Name	Credit Hours
All listed in Option A	MICRO069 Microsoft Office Specialist (MOS) containing at least 3 of these 4 components: Word, Excel, PowerPoint, Access	CGS 1100 Business Computer Applications	3

**2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE**

Lake County Schools Secondary Schools

Program of Study	Course Number and Name Lake County requires students to complete three	Credits
Marketing, Management & Entrepreneurial Principles	8827110 Marketing Essentials	1
	8827120 Marketing Applications	1
	8827130 Marketing Management	1
	8812000 Business Ownership	1

Lake-Sumter State College

OPTION A. Earn College Credit through Career Pathways by taking and passing the LSSC common assessment (Credit by Exam):

Lake-Sumter Program of Study *primary entry program	Course Number and Name	Credit Hours
*AS in Business Administration	GEB 1011 Introduction to Business MAR 2011 Principles of Marketing	3 3
*CCC in Business Specialist		
*CCC in Business Operations		
*CCC in Business Management		
A.A. Degree	GEB 1011 Introduction to Business MAR 2011 Principles of Marketing	3 3

OPTION B. Earn College Credit through Industry Certification: Students obtaining the following industry certification(s) will be awarded credit in the specified program for the postsecondary course(s) listed below:

Lake-Sumter Program of Study	Industry Certification	Course Number and Name	Credit Hours
All listed in Option A	MICRO069 Microsoft Office Specialist (MOS) containing at least 3 of these 4 components: Word, Excel, PowerPoint, Access	CGS 1100 Business Computer Applications	3

**2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE**

Lake County Schools Secondary Schools

Program of Study	Course Name	Credits
Web Development	8207310 Intro to Info Tech or Digital Info Tech	1
	9001110 Foundations of Web Design	1
	9001120 User Interface Design	1

Lake-Sumter State College

OPTION A. Earn College Credit through Career Pathways by taking and passing the LSSC common assessment (Credit by Exam):

Lake-Sumter Program of Study *primary entry program	Course Number and Name	Credit Hours
*AS in Computer Information Technology	CGS 1100 Business Computer Applications	3
	CGS 1820 Web Programming	3
*CCC in Information Technology Analysis	CGS 1100 Business Computer Applications	3
AS in Business Administration		
AS in Criminal Justice Technology		
AS in Health Information Technology		
AAS in Electrical Distribution Technology		
CCC in Business Operations		
CCC in Business Management		
CCC in Digital Forensics		
CCC in Electrical Distribution Technology Advanced		
CCC in Medical Office Management		
A.A. Degree	CGS 1100 Business Computer Applications	3
	CGS 1820 Web Programming	3

OPTION B. Earn College Credit through Industry Certification: Students obtaining the following industry certification(s) will be awarded credit in the specified program for the postsecondary course(s) listed below:

Lake-Sumter Program of Study	Industry Certification	Course Number and Name	Credit Hours
All listed in Option A	MICRO069 Microsoft Office Specialist (MOS) containing at least 3 of these 4 components: Word, Excel, PowerPoint, Access	CGS 1100 Business Computer Applications	3

2019-2020
CAREER PATHWAYS ARTICULATION AGREEMENT BETWEEN
SUMTER COUNTY PUBLIC SCHOOL and LAKE-SUMTER STATE COLLEGE

In a continuing effort for the Sumter County School District and Lake-Sumter State College (LSSC) to provide career opportunities for secondary school students in Career Pathways programs for transition into postsecondary institutions, LSSC agrees to extend at no cost to the student (other than the application fee) college credit at LSSC according to the following requirements:

I. Articulation with Lake-Sumter State College

To articulate courses taken in Career and Technical Education (CTE) Career Pathways Program of Study at Sumter secondary schools to LSSC, students must meet the following requirements to earn college credit.

1. The student shall be considered a Career Pathways student, defined as a student in an articulated, sequential CTE program and enrolled in Level II or III courses that lead to a college credit certificate (CCC), Associate in Science (AS), Associate in Applied Science (AAS), or Associate in Arts (AA) degree, and/or apprenticeship programs.
2. Pass the specified high school courses identified on the CTE Career Pathways Program of Study within a career and technical program with a minimum grade of C.
3. Pay the LSSC Admissions application fee.
4. Meet regular LSSC entrance requirements, including appropriate placement and course prerequisite requirements of the college.
5. Credit may be earned in any combination of the following ways.

OPTION A. Take and pass the LSSC common assessment (Credit by Exam) for courses listed on the articulation pages contained within this document. The student must enroll and attend LSSC after high school graduation or as a Collegiate High School Early Admissions student in order to receive the credit earned by the LSSC common assessment (Credit by Exam). LSSC will award the credit for the select program up to 24 months from the time of high school graduation or while enrolled as a Collegiate High School Early Admissions student as described in the annual Collegiate High School Dual Enrollment agreement.

OPTION B. Receive credit for an industry certification(s) earned while enrolled in a Career Pathways Program of Study which corresponds to an LSSC program. A list of approved certifications along with the equivalent articulated credit is available on the individual program pages contained within this document. If the certification product version is different from the listed industry standard, LSSC faculty will review the certification to determine equivalence.

The student must present the Career Pathways Certificate of Completion, copy of Industry certification, and/or present a high school transcript verifying the successful completion of the technical courses and/or industry certification, if applicable, to LSSC's Workforce Development Office.

II. Assessment and Course Equivalency

1. The LSSC common assessment (Credit by Exam) study guide, prepared by LSSC program faculty for each program area will be shared with high school faculty. The LSSC common assessment (Credit by Exam) may be written, portfolio, performance-based or a combination thereof. LSSC will provide high school faculty, upon written request, the opportunity to take the LSSC common assessment (Credit by Exam).
2. Faculty and staff on the technical discipline subcommittees have examined and compared the competencies within the technical courses to be articulated from the high school curriculum to the postsecondary institutions to determine the equivalency of the content. Each technical subcommittee will develop and regularly update the discipline-specific Program of Study content equivalency descriptions.

III. Terms of Agreement

This agreement shall be reviewed annually and shall be in effect from July 1, 2019 through June 30, 2020 or until either party identifies a need for revision or terminates this agreement with thirty days written notice.

IV. Course Offerings

The Parties understand that the available courses may change on an annual basis. A sample list for the 2019-2020 year is attached as Exhibit A. The Parties agree that revisions to the available course list may be made with the approval of the School Board or its designee and LSSC Career Pathways Consortium Committee. All other modifications are subject to Section V of this Agreement.

V. Modification or Amendment

Except as otherwise outlined in Section IV, this Agreement may be modified or amended only by a written document signed by authorized representatives of the School Board and LSSC.

APPROVED:
SUMTER COUNTY PUBLIC SCHOOLS

APPROVED:
LAKE-SUMTER STATE COLLEGE

Mr. Richard Shirley, Superintendent Date

Dr. Stanley Sidor, President Date

Ms. Kathie L. Joiner, Chairperson Date
Sumter County School Board

Mr. Peter Wahl, Chairperson Date
District Board of Trustees

Mr. Allen Shirley, Director Date
Secondary and Postsecondary Education

Dr. Douglas A. Wymer, Vice President Date
Academic Affairs

2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE

EXHIBIT A

Sumter Secondary Schools

Program of Study	Course Number and Name	Credits
Administrative Office Specialist	8207310 Digital Information Technology	1
	8212110 Administrative Office Technology 1	1
	8212120 Business Software Applications 1	1

Lake-Sumter State College

OPTION A. Earn College Credit through Career Pathways by taking and passing the LSSC common assessment (Credit by Exam):

Lake-Sumter Program of Study	Course Number and Name	Credit Hours
AS in Business Administration	CGS 1100 Business Computer Applications GEB 1011 Introduction to Business	3 3
CCC in Business Specialist		
CCC in Business Operations		
CCC in Business Management		
AS in Computer Information Technology	CGS 1100 Business Computer Applications	3
AS in Criminal Justice Technology		
AS in Health Information Technology		
CCC in Electrical Distribution Technology Advanced		
CCC in Information Technology Analysis		
CCC in Medical Office Management		
A.A. Degree	CGS 1100 Business Computer Applications	3

OPTION B. Earn College Credit through Industry Certification: Students obtaining the following industry certification(s) will be awarded credit in the specified program for the postsecondary course(s) listed below:

Lake-Sumter Program of Study	Industry Certification	Course Number and Name	Credit Hours
All listed in Option A	MICRO069 Microsoft Office Specialist (MOS) containing at least 3 of these 4 components: Word, Excel, PowerPoint, Access	CGS 1100 Business Computer Applications	3

2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE

Sumter Secondary Schools

Program of Study	Course Number and Name	Credits
Allied Health Assisting	8417100 Health Science Anatomy & Phys	1
	8417110 Health Science Foundations	1
	8417131 Allied Health 3	1

Lake-Sumter State College

Option A. Earn College Credit through Career Pathways by taking and passing the LSSC common assessment (Credit by Exam):

Lake-Sumter Program of Study *primary entry program	Course Number and Name	Points
*Nursing (A.S. Degree) RN – preferred placement	1 preferred placement point	1
AS in Health Information Technology	HSC 1531 Medical Terminology	2
	HIM 1273 Medical Insurance & Coding I	3
	CGS 1100 Business Computer Applications	3
CCC in Healthcare Informatics Specialist	HSC 1531 Medical Terminology	2
	HIM 1273 Medical Insurance & Coding I	3
CCC in Medical Information Coder/Biller	HSC 1531 Medical Terminology	2
	HIM 1273 Medical Insurance & Coding I	3
CCC in Medical Office Management	HSC 1531 Medical Terminology	2
	HIM 1273 Medical Insurance & Coding I	3
	CGS 1100 Business Computer Applications	3
A.A. Degree	HSC 1531 Medical Terminology	2
	CGS 1100 Business Computer Applications	3

2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE

Option B. Earn College Credit through Industry Certification: Students obtaining the following industry certification(s) will be awarded credit in the specified program for the postsecondary course(s) listed below:

Lake-Sumter Program of Study	Industry Certification	Course Number and Name	Credit Hours
AS in Health Information Technology	NATHA003 Certified Medical Administrative Assistant (CMAA)	HSC 1531 Medical Terminology HIM 1273 Medical Insurance & Coding I	2 3
	FDMQA002 Certified Nursing Assistant (CNA)	HSC 1531 Medical Terminology	2
	MICRO069 Microsoft Office Specialist (MOS) containing at least 3 of these 4 components: Word, Excel, PowerPoint, Access	CGS 1100 Business Computer Applications	3
CCC in Healthcare Informatics Specialist	NATHA003 Certified Medical Administrative Assistant (CMAA)	HSC 1531 Medical Terminology HIM 1273 Medical Insurance & Coding I	2 3
	FDMQA002 Certified Nursing Assistant (CNA)	HSC 1531 Medical Terminology HIM 1273 Medical Insurance & Coding I	2 3
CCC in Medical Information Coder/Biller	NATHA003 Certified Medical Administrative Assistant (CMAA)	HSC 1531 Medical Terminology HIM 1273 Medical Insurance & Coding I	2 3
	FDMQA002 Certified Nursing Assistant (CNA)	HSC 1531 Medical Terminology	2
CCC in Medical Office Management	NATHA003 Certified Medical Administrative Assistant (CMAA)	HSC 1531 Medical Terminology HIM 1273 Medical Insurance & Coding I	2 3
	FDMQA002 Certified Nursing Assistant (CNA)	HSC 1531 Medical Terminology	2
	MICRO069 Microsoft Office Specialist (MOS) containing at least 3 of these 4 components: Word, Excel, PowerPoint, Access	CGS 1100 Business Computer Applications	3
A.A. Degree	MICRO069 Microsoft Office Specialist (MOS) containing at least 3 of these 4 components: Word, Excel, PowerPoint, Access	CGS 1100 Business Computer Applications	3

2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE

Sumter Secondary Schools

Program of Study	Course Number and Name	Credits
Applied Engineering Technology	8401110 Applied Engineering Technology I	1
	8401120 Applied Engineering Technology II	1
	8401130 Applied Engineering Technology III	1

Lake-Sumter State College

OPTION A. Earn College Credit through Career Pathways by taking and passing the LSSC common assessment (Credit by Exam):

Lake-Sumter Program of Study *primary entry program	Course Number and Name	Credit Hours
*CCC in Engineering Technology Support Specialist	ETD 1320C Introduction to AutoCAD	3
*AS in Engineering Technology Substation and Relay Technology	ETD 1320C Introduction to AutoCAD	3
A.A. Degree	ETD 1320C Introduction to AutoCAD	3

OPTION B. Earn College Credit through Industry Certification: Students obtaining the following industry certification(s) will be awarded credit in the specified program for the postsecondary course(s) listed below:

Lake-Sumter Program of Study	Industry Certification	Course Number and Name	Credit Hours
CCC in Engineering Technology Support Specialist	ADESK002 Autodesk Certified User – AutoCAD	ETD 1320C Introduction to AutoCAD	3

2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE

Sumter Secondary Schools

Program of Study	Course Number and Name	Credits
Applied Information Technology	9003450 Programming Essentials	1
	9003440 Database Essentials	1
	9003420 Web Technologies	1

Lake-Sumter State College

OPTION A. Earn College Credit through Career Pathways by taking and passing the LSSC common assessment (Credit by Exam):

Lake-Sumter Program of Study * primary entry program	Course Number and Name	Credit Hours
*AS in Computer Information Technology	CET 1485 Networking Essentials	3
	CET 2660 Network Security Fundamentals	3
	CGS 1100 Business Computer Applications	3
	CGS 1820 Web Programming	3
	CGS 2545 Database Concepts	3
	COP 1000 Introduction to Programming	3
	COP 2800 Programming with Java	3
	COP 2830 Server Side Web Programming	3
*CCC in Information Technology Analysis	CET 1179C A+ Software	3
	CET 1485 Networking Essentials	3
	CET 2180 A+ Hardware	3
	CET 2660 Network Security Fundamentals	3
	CGS 1100 Business Computer Applications	3
*CCC in Digital Forensics	CET 1179C A+ Software	3
	CET 1485 Networking Essentials	3
	CET 2180 A+ Hardware	3
	CET 2660 Network Security Fundamentals	3
	CGS 1100 Business Computer Applications	3
AS in Business Administration	CGS 1100 Business Computer Applications	3
AS in Criminal Justice Technology		
AAS in Electrical Distribution Technology		
AS in Health Information Technology		
CCC in Business Development & Entrepreneurship		
CCC in Electrical Distribution Technology Advanced		
CCC in Medical Office Management		

2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE

A.A. Degree	CGS 1100 Business Computer Applications	3
	CGS 1820 Web Programming	3
	COP 1000 Introduction to Programming	3
	CGS 2545 Database Concepts	3
	COP 2830 Server Side Web Programming	3

OPTION B. Earn College Credit through Industry Certification: Students obtaining the following industry certification(s) will be awarded credit in the specified program for the postsecondary course(s) listed below:

Lake-Sumter Program of Study	Industry Certification	Course Number and Name	Credit Hours
AS in Computer Information Technology	COMPT0001 CompTIA A+	CET 2180 A+ Hardware CET 1179C A+ Software	3 3
	COMPT006 CompTIA Network+ COMPT008 CompTIA Security+	CET 1485 Networking Essentials CET 2660 Network Security Fundamentals	3 3
	ORACL001 Oracle Certified Associate (OCA): Database	CGS 2545 Database Concepts	3
	ORACL004 Oracle Certified Associate (OCA): Java Programmer	COP 2800 Programming with Java	3
	MICRO069 Microsoft Office Specialist (MOS) containing at least 3 of these 4 components: Word, Excel, PowerPoint, Access	CGS 1100 Business Computer Applications	3
CCC in Information Technology Analysis	CompTIA A+	CET 1179C A+ Software CET 2180 A+ Hardware	3 3
	CompTIA Network+ CompTIA Security+	CET 1485 Networking Essentials CET 2660 Network Security Fundamentals	3 3
	MICRO069 Microsoft Office Specialist (MOS) containing at least 3 of these 4 components: Word, Excel, PowerPoint, Access	CGS 1100 Business Computer Applications	3
A.A. Degree	MICRO069 Microsoft Office Specialist (MOS) containing at least 3 of these 4 components: Word, Excel, PowerPoint, Access	CGS 1100 Business Computer Applications	3

2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE

Sumter Secondary Schools

Program of Study	Course Name	Credits
Criminal Justice Operations	8918010 Criminal Justice 1	1
	8918020 Criminal Justice 2	1
	8918030 Criminal Justice 3	1
Public Safety Telecommunications	9101100 Dispatcher: Police, Fire, Ambulance	1.5

Lake-Sumter State College Courses

OPTION A. Earn College Credit through Career Pathways by taking and passing the LSSC common assessment (Credit by Exam):

Lake-Sumter Program of Study *primary entry program	Course Number and Name	Credit Hours
*AS in Criminal Justice Technology	CCJ 1020 Introduction to Criminal Justice	3
	CJE 2600 Criminal Investigation	3
A.A. Degree	CCJ 1020 Introduction to Criminal Justice	3
	CJE 2600 Criminal Investigation	3

OPTION B. Earn College Credit through Industry Certification: Students obtaining the following industry certification(s) will be awarded credit in the specified program for the postsecondary course(s) listed below:

Lake-Sumter Program of Study	Industry Certification	Course Number and Name	Credit Hours
AS in Criminal Justice Technology	FDMQA030 911 Public Safety Telecommunicator	CJE 2946 Practicum in Criminal Justice	3

**2019-2020 Career Pathways Articulation Agreement Between
The School Board of Marion County, Florida
and Lake-Sumter State College**

In an effort to provide opportunities for The School Board of Marion County, Florida, secondary school students in corresponding Career and Technical Education (CTE) programs to transition into the Lake-Sumter State College (LSSC) postsecondary program listed below, LSSC agrees to award college credit to eligible CTE students according to the criteria delineated below. These credit hours may or may not be accepted for transfer credit by other institutions.

I. Articulation with Lake-Sumter State College

To articulate courses taken in Career and Technical Education Career Pathways (CTE) Program of Study at Marion County secondary schools to LSSC, students must meet the following requirements to earn college credit:

1. The student shall be considered a CTE Career Pathways student, defined as a student in an articulated, sequential CTE program and enrolled in Level II or III courses that lead to a college credit certificate (CCC), Associate in Science (AS), Associate in Applied Science (AAS), or Associate in Arts (AA) degree, and/or apprenticeship programs.
2. Pass the specified high school courses identified on the CTE Career Pathways Program of Study within a career and technical program with a minimum grade of B, and provide a letter of recommendation from the high school program instructor.
3. Pay the LSSC Admissions application fee.
4. Meet regular LSSC entrance requirements including appropriate placement and course prerequisite requirements of the college.
5. Credit may be earned in any combination of the following ways, Option A and/or Option B:

OPTION A. Take and pass the LSSC common assessment (Credit by Exam) for courses listed on the articulation pages contained within the program of study pages (Exhibit A). The student must enroll and attend LSSC after high school to receive the credit earned by the LSSC common assessment (Credit by Exam). LSSC will award the credit for the select program up to 24 months from the time of high school graduation.

OPTION B. Receive credit for an industry certification(s) earned while enrolled in a CTE Career Pathways Program of Study which corresponds to an LSSC program. A list of approved certifications along with the equivalent articulated credit is available on the individual program pages contained within this document. If the certification product version is different from the listed industry standard, LSSC faculty will review the certification to determine equivalence.

The student must present the Career Pathways Certificate of Completion, copy of industry certification, and/or present a high school transcript verifying the successful completion of the technical courses and/or industry certification, if applicable, to LSSC's Workforce Development Office.

II. Assessment and Course Equivalency:

1. The LSSC common assessment (Credit by Exam) study guide, prepared by LSSC program faculty for each program area will be shared with high school faculty. The LSSC common assessment (Credit by Exam) may be written, portfolio, performance-based or a combination thereof. LSSC will provide their high school faculty counterparts, upon written request, the opportunity to take the LSSC common assessment (Credit by Exam).
2. Faculty and staff on the technical discipline subcommittees have examined and compared the competencies within the technical courses to be articulated from the CTE high school curriculum to the postsecondary institutions to determine the equivalency of the content. Each technical subcommittee will develop and regularly update the discipline-specific Program of Study content equivalency descriptions.

III. Terms of Agreement:

This agreement shall be reviewed annually and shall be in effect from July 1, 2019 through June 30, 2020 or until either party identifies a need for revision or terminates this agreement with thirty days written notice.

IV. Modification or Amendment:

Except as otherwise outlined in Section II, this Agreement may be modified or amended only by a written document signed by authorized representatives for the School Board and LSSC.

V. Compensation:

This agreement is a no-cost agreement.

APPROVED:
SCHOOL BOARD OF MARION COUNTY

APPROVED:
LAKE-SUMTER STATE COLLEGE

Dr. Heidi Maier, Superintendent Date

Dr. Stanley Sidor, President Date

Ms. Kelly King, Board Chair Date
Marion County School Board

Mr. Peter Wahl, Chairperson Date
District Board of Trustees

Mr. Mark Vianello, Director Date
Career-Technical, School Choice and
Community Education

Dr. Douglas A. Wymer, Vice President Date
Academic Affairs

**2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE**

EXHIBIT A

Marion County Secondary Schools

Program of Study	Course Number and Name	Credits
Applied Engineering Technology	8401110 Applied Engineering Technology 1	1
	8401120 Applied Engineering Technology 2	1
	8401130 Applied Engineering Technology 3	1

Lake-Sumter State College

OPTION A. Earn College Credit through Career Pathways by taking and passing the LSSC common assessment (Credit by Exam):

Lake-Sumter Program of Study *primary entry program	Course Number and Name	Credit Hours
CCC in Engineering Technology Support Specialist	ETI 1701C Industrial Safety	3
AS in Engineering Technology Substation and Relay Technology Specialization	ETI 1701C Industrial Safety	3
A.A. Degree	ETI 1701C Industrial Safety	3

OPTION B. Earn College Credit through Industry Certification: Students obtaining the following industry certification(s) will be awarded credit in the specified program for the postsecondary course(s) listed below:

Lake-Sumter Program of Study	Industry Certification:	Course Number and Name	Credit Hours
CCC in Engineering Technology Support Specialist AS in Engineering Technology Substation and Relay Technology Specialization	<i>CREDIT for ONE of the following:</i> <ul style="list-style-type: none"> • SOLID003 Certified Solidworks Associate • ADESK011 Autodesk Certified User – Autodesk Inventor • ADESK024 Autodesk Certified Professional - Inventor 	ETD 1320C Introduction to AutoCAD	3

**2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE**

Marion County Secondary Schools

Program of Study	Course Number and Name	Credits
Automation & Production Technology	9200210 Advanced Manufacturing Technology 1	1
	9200220 Advanced Manufacturing Technology 2	1
	9200230 Advanced Manufacturing Technology 3	1
	9200240 Advanced Manufacturing Technology 4	1

Lake-Sumter State College

OPTION A. Earn College Credit through Career Pathways by taking and passing the LSSC common assessment (Credit by Exam). Refer to Manufacturing Skill Standards Council (MSSC) and Certified Production Technician (CPT) study guides for preparation.

Lake-Sumter Program of Study *primary entry program	Course Number and Name	Credit Hours
CCC in Engineering Technology Support Specialist	ETI 1701C Industrial Safety	3
	ETI 1110C Introduction to Quality Assurance	3
	ETI 1420C Manufacturing Processes & Materials	3
	ETM 1010C Mechanical Meas. & Instrumentation	3
	ETI 1084C Introduction to Electronics	3
AS in Engineering Technology Substation and Relay Technology Specialization	ETI 1701C Industrial Safety	3
	ETI 1110C Introduction to Quality Assurance	3
	ETI 1420C Manufacturing Processes & Materials	3
	ETM 1010C Mechanical Meas. & Instrumentation	3
	ETI 1084C Introduction to Electronics	3
A.A. Degree	ETI 1701C Industrial Safety	3
	ETI 1110C Introduction to Quality Assurance	3
	ETI 1420C Manufacturing Processes & Materials	3
	ETM 1010C Mechanical Meas. & Instrumentation	3
	ETI 1084C Introduction to Electronics	3

OPTION B. Earn College Credit through Industry Certification: Students obtaining the following industry certification(s) will be awarded credit in the specified program for the postsecondary course(s) listed below:

Lake-Sumter Program of Study	Industry Certification:	Course Number and Name	Credit Hours
CCC in Engineering Technology Support Specialist AS in Engineering Technology Substation and Relay Technology Specialization	MSSCN001 MSSC Certified Production Technician (CPT)	ETI 1701C Industrial Safety	3
		ETI 1110C Introduction to Quality Assurance	3
		ETI 1420C Manufacturing Processes & Materials	3
		ETM 1010C Mechanical Meas. & Instrumentation	3
		ETI 1084C Introduction to Electronics	3

**2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE**

Marion County Secondary Schools

Program of Study	Course Number and Name	Credits
Power & Energy Technology	8601310 Power & Energy Technology 1	1
	8601320 Power & Energy Technology 2	1
	8601330 Power & Energy Technology 3	1

Lake-Sumter State College

OPTION A. Earn College Credit through Career Pathways by taking and passing the LSSC common assessment (Credit by Exam):

Lake-Sumter Program of Study *primary entry program	Course Number and Name	Credit Hours
*AAS in Electrical Distribution Technology	ETP 1101C Basic Electricity for Line Workers	3
	ETP 1100C Safe Work Practices	3
	ETP 1105 OSHA Electrical Standard & The NESC	3
	CGS 1100 Business Computer Applications	3
*CCC in Electric Utility Line Worker Basic	ETP 1101C Basic Electricity for Line Workers	3
	ETP 1100C Safe Work Practices	3
	ETP 1105 OSHA Electrical Standard & The NESC	3
*CCC in Electric Utility Line Worker Advanced	ETP 1101C Basic Electricity for Line Workers	3
	ETP 1100C Safe Work Practices	3
	ETP 1105 OSHA Electrical Standard & The NESC	3
	CGS 1100 Business Computer Applications	3
CCC in Engineering Technology Support Specialist	ETI 1420C Manufacturing Processes & Materials	3
	ETI 1701C Industrial Safety	3
AS in Engineering Technology Substation and Relay Technology Specialization	ETI 1420C Manufacturing Processes & Materials	3
	ETI 1701C Industrial Safety	3
	CGS 1100 Business Computer Applications	3
A.A. Degree	ETP 1101C Basic Electricity for Line Workers	3
	ETP 1100C Safe Work Practices	3
	ETP 1105 OSHA Electrical Standard & The NESC	3
	ETI 1420C Manufacturing Processes & Materials	3
	ETI 1701C Industrial Safety	3
	CGS 1100 Business Computer Applications	3

**2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE**

OPTION B. Earn College Credit through Industry Certification: Students obtaining the following industry certification(s) will be awarded credit in the specified program for the postsecondary course(s) listed below:

Lake-Sumter Program of Study	Industry Certification	Course Number and Name	Credit Hours
*AAS in Electrical Distribution Technology *CCC in Electrical Utility Line Worker Basic *CCC in Electrical Utility Line Worker Advanced	NEED BOTH: NCCER010 Electrical Level 1 and NCCER038 Electrical Level 2	ETP 1101C Basic Electricity for Line Workers	3
*AAS in Electrical Distribution Technology *CCC in Electrical Utility Line Worker Advanced *AS in Engineering Technology Substation and Relay Technology *AA degree	MICRO069 Microsoft Office Specialist (MOS) containing at least 3 of these 4 components: Word, Excel, PowerPoint, Access	CGS 1100 Business Computer Applications	3

**2019-2020 CAREER PATHWAYS ARTICULATION
CAREER PATHWAYS COURSE EQUIVALENCE**

Marion County Secondary Schools

Program of Study	Course Number and Name	Credits
Technical Design	8401010 Technical Design 1	1
	8401020 Technical Design 2	1
	8401030 Technical Design 3	1

Lake-Sumter State College

OPTION A. Earn College Credit through Career Pathways by taking and passing the LSSC common assessment (Credit by Exam):

Lake-Sumter Program of Study *primary entry program	Course Number and Name	Credit Hours
*CCC in Engineering Technology Support Specialist	ETI 1701C Industrial Safety	3
	ETD 1320C Introduction to AutoCAD	3
*AS in Engineering Technology Substation and Relay Technology Specialization	ETI 1701C Industrial Safety	3
	ETD 1320C Introduction to AutoCAD	3
A.A. Degree	ETI 1701C Industrial Safety	3
	ETD 1320C Introduction to AutoCAD	3

OPTION B. Earn College Credit through Industry Certification: Students obtaining the following industry certification(s) will be awarded credit in the specified program for the postsecondary course(s) listed below:

Lake-Sumter Program of Study	Industry Certification:	Course Number and Name	Credit Hours
AS in Engineering Technology Substation and Relay Technology Specialization	<p><i>CREDIT for ONE of the following:</i></p> <ul style="list-style-type: none"> • SOLID003 Certified Solidworks Associate • ADESK011 Autodesk Certified User – Autodesk Inventor • ADESK024 Autodesk Certified Professional – Inventor 	ETD 1320C Introduction to AutoCAD	3



Lake Sumter
State College

OFFICE OF THE PRESIDENT

Present to the Board: March 27, 2019

TO: Lake-Sumter State College
District Board of Trustees

FROM: Stanley M. Sidor
President

RE: 417 – Scheduled Reports/Time Reserved/President/Vice Presidents

OVERVIEW:

Each month Dr. Stanley Sidor and the Vice Presidents presents the District Board of Trustees with an updated report on Lake-Sumter State College business and events surrounding the college.

ANALYSIS:

The report contains information in reference to Legislative Updates, meetings, and other miscellaneous items.

RECOMMENDATION:

It is recommended that the Board acknowledge or accept this item as written.



Lake Sumter
State College

**District Board of Trustees Meeting 03/27/2019
Enrollment & Student Affairs update**

We are now in the home stretch to the end of the semester! Students are back from spring break and are hopefully ready to finish strong in the weeks ahead.

Summer & Fall Enrollment Update

Registration has begun for the summer and fall semesters. Encouraging enrollment now for fall positively contributes to overall retention efforts.

Commencement Update

We had a record number of students apply for spring graduation (~600) and a record number of students indicating that they plan to walk in one of the two ceremonies. This spring will bring newly updated graduation robes for the Bachelor degree students and a more formal diploma holder gift for both the Associates degree and Bachelor degree students. This year will also mark our first graduating class from the Health Sciences Collegiate Academy (HSCA).

Spring Commencement ceremonies are scheduled for: Wednesday 5/01/19 @6pm (Clermont ARC) and -Friday 5/03/19 @10am (Leesburg Kelly Convocation Center).

Lakehawk Mascot Launch

We conducted a Mascot naming survey and received nearly 800 votes from students, faculty, staff, alumni, and community members. The Lakehawk Mascot's name will be revealed in late March. Followed by three mascot costume launch events on Monday, 4/01 from 8:45-9:15 am at Sumter Center, Wednesday, 4/03 from 10:30am-12:00 pm at Leesburg, and Thursday, 4/04 from 1:30-2:15 pm at South Lake. All three launches are going to be embedded into college events geared at students.

Other Divisional Updates:

We conducted a "soft opening" of the South Lake Veteran's College and Career Success Center on 3/12. We will have a formal opening event this May (date TBA).

The annual Student Leadership Awards event will take place on Monday 4/29 @6pm at the Cooper Memorial Library on the South Lake campus.

At last month's meeting, we were asked for additional information on the newly implemented Maxient software. Please see a detailed overview on the following page.



Lake-Sumter State College Maxient Software Overview for faculty, staff, and the District Board of Trustees

Until recently, all documentation related to student incident reports, behavioral interventions, academic integrity violations, campus safety incident reports, Title IX, and Clery, etc...were housed and managed separately in various departments by different custodians.

Although our staff work closely together, without a single centralized system, continuity across departments, document tracking, privacy controls, document storage, data reporting, and FERPA compliance were increasingly problematic. This year, we made the decision to invest in Maxient, the leading software for this purpose in higher education (clients include 800+ institutions).

What is Maxient

A centralized system that manages all incident reports, letters, and documentation for student discipline, academic integrity, security incident reports, behavioral early alerts, Title IX, CLERY reporting, and the cross-divisional CARE team. It can also be used for administrative appeal tracking and counseling referrals.

Maxient is an integral component of a college's overall early alert efforts, helping to identify students in distress and coordinate the efforts of various departments to provide follow-up.

Maxient is a cloud-based system that can be accessed 24/7.

What processes will be managed in Maxient?

- Academic integrity cases and incident reports
- Student conduct cases and incident reports
- Security incident reports
- Behavioral Intervention Team reporting
- Clery Act reporting
- Title IX reporting
- Administrative appeals
- Student Assistance Program (SAP) counseling referrals

What other benefits does Maxient offer?

- 100% FERPA-compliant
- Cloud-based, no servers needed, and IT requirements are minimal
- 24/7 online incident reporting
- Robust data analytics and detailed built-in reports for mandated reporting
- Managed, maintained, and serviced in the United States

If you have further questions, contact Dr. Claire Brady (VP, ESA) or Carolyn Scott (Dean of Students).





Lake Sumter State College

Division of Business Affairs

Update for the President and Board of Trustees

March 27, 2019

Dr. Heather Bigard, Vice President of Administrative and Financial Services

ATHLETICS

Mike Matulia, Director of Athletics

- Baseball is 14-12-1 overall, 3-2 in conference play; softball is 17-19 overall, 0-4 in conference.
- A ring ceremony was held to commemorate the NJCAA Volleyball Championship Title, placing our team 11th in the nation.

BUSINESS SERVICES

Diana Billingham, Controller

- An offer for the Procurement and Accounts Payable Manager has been made subject to satisfactory background and reference checks. A temporary AP clerk has been hired leaving the position of Associate Controller to be filled.
- Diana Billingham tendered her resignation, effective April 11, 2019, and plans to move back to Germany. A search for an Associate Vice President and Controller has begun.
- A new food service vendor, Brooks Brothers, began operation on the SL Café Dupee and LE Café.

CAMPUS SAFETY

Rebecca Nathanson, Director of Campus Safety and Auxiliary Operations

- Participated in Trustee Commission Panel during Legislative Days to discuss our current progress and funding needs to support our campus safety initiatives.
- Attended a safety tabletop exercise at SFSC, Title IX Investigator training at USF, and FEMA training at the Sumter Emergency Operations Center.

ELEARNING

Mike Nathanson, Director of eLearning

- Attended UCF Innovation Summit.

- Planning an information meeting in Four Corners on April 28, 2019 to begin assessing the educational needs and interest in that area.

FACILITIES

Andrew Bicanovsky, Director of Facilities

- Repairs have been made to the chiller plant cooling tower controls at the South Lake Science Health Plant to improve efficiency. More discussions on other areas of the plant are being discussed. Including pump, chemical treatment, and replacement of flow sensors on the chillers resulting in plant shutdowns.
- Condition assessments are being conducted on all HVAC equipment on the all campuses. This is the first stage of many assessments that are to be completed to compile a more comprehensive deferred maintenance list. A Facility Condition Index formula will be utilized in determining the needs of deferred maintenance for the College.
- Permits have been issued to Career Source to begin renovations on Building M.
- South Lake Campus will have a scheduled power outage on March 18, 2019 for replacement of Duke Energy equipment.
- Quarterly Fire Sprinkler Inspections are scheduled for March 25, 2018 for the Leesburg and South Lake Campus.
- Work to commence during spring break on tree removal on the Leesburg Campus in Parking lot B, followed by asphalt repairs.

FINANCIAL AID

Katrina Bennett, Director of Financial Aid

- High School Scholarship applications are currently available at www.lssc.edu.
- Preparing for the 2019-2020 financial aid year.
- Presented at Lake Hawk View nights on 3/7/19 and 3/11/19.

HUMAN RESOURCES

Pam Fletcher, Interim Director of Human Resources

- Preliminary interviews have been completed for Title IX Coordinator and Recruitment Manager positions. On-campus interviews will take place week of 3/25/19.
- Supervised planning for Black History Month activities for all campuses (via Equity & Diversity Committee). Special note of appreciation to Ms. Emily Lee who presented at one of our events.
- Coordinated LSSC Faculty & Staff Picnic Event on 3/8/19 for 125 – 140 attendees.

INFORMATION TECHNOLOGY

Doug Guiler, Chief Information Officer

- Completed a comprehensive review of the copier lease program. A new vendor and modifications to our inventory will yield nearly \$100,000 in annual savings!



Lake Sumter
State College

OFFICE OF THE PRESIDENT

Present to the Board: March 27, 2019

TO: Lake-Sumter State College
District Board of Trustees

FROM: Stanley M. Sidor 
President

RE: 418 – Committee Reports

OVERVIEW:

The District Board of Trustees serve on Committees that address different areas of the college. Currently, there are six committees: Executive Committee, Health Science Collegiate Academy Governance Committee, Strategic Planning Committee, Sumter Partnership, and the LSSC Foundation, Inc. Liaison.

ANALYSIS:

The Board Chairman will appoint each Trustee to a committee and select a chairperson for each one. Once a meeting has occurred the chair of each committee will update the full Trustee Board at the monthly DBOT meeting.

RECOMMENDATION:

It is recommended that the Board acknowledge or accept this item as written.

**LAKE-SUMTER STATE COLLEGE
EXECUTIVE COMMITTEE MEETING OF
THE DISTRICT BOARD OF TRUSTEES
MARCH 12, 2019**

Attendees: Mr. Pete Wahl (Chair), Ms. Emily Lee (Vice Chair), Mr. Bryn Blaise, Dr. Stan Sidor (President), Dr. Heather Bigard (Vice President, Administrative and Financial Services), Ms. Anita Geraci-Carver (College Attorney)

Agenda Review

- Mr. Wahl reviewed the March agenda for additions, corrections, and deletions.
- Dr. Sidor plans to report on Legislative activity, and the current bill topics. The bill topics are as follows: Career & Technical Education, Charter Schools, Computer Science or a foreign language, and dual enrollment.
- Anita Geraci-Carver will update the Board of Trustees on pending legal matters.
- Action Items include the course fee adjustments, faculty contracts, summer work schedule, and Bids for Phase II of the infrastructure project. There is also a discussion item on tuition and fees.

Next Executive Committee Meeting:
April 9, 2019
8:30 a.m.
President's Office, SSB 210, Room 207




Lake Sumter
State College

OFFICE OF THE PRESIDENT

Present to the Board: March 27, 2019

TO: Lake-Sumter State College
District Board of Trustees

FROM: Stanley M. Sidor 
President

RE: 419 – Scheduled Reports/Board Attorney

OVERVIEW:

Each month the college attorney Anita Geraci-Carver presents the District Board of Trustees with an updated report on any legal matters on behalf of Lake-Sumter State College.

ANALYSIS:

The report contains information in reference to legal matters, and other miscellaneous items.

RECOMMENDATION:

It is recommended that the Board acknowledge or accept this item as written.



LAW OFFICE OF ANITA GERACI-CARVER, PA

March 11, 2019

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

Re: Board Attorney Report for March 27, 2019

Dear Trustees:

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

On March 4, 2019 the College filed a Joint Stipulation in Support of Consent Election Agreement in Case No. RC-2018-042 (Part Time Adjunct Instructors). The Union agreed with College as to the appropriate definition of the bargaining unit. Included in the bargaining unit are: "All part-time adjunct instructors employed by Lake Sumter State College (LSSC) who teach at least one credit-bearing course at any of its campuses, unless expressly excluded." Excluded are: "All tenured and tenure-track faculty, full-time faculty, employees covered by an existing collective bargaining agreement, faculty who teach only online courses, full-time employees of the College who also teach a class as an adjunct instructor, dual enrollment adjuncts who are not paid by LSSC, faulty teaching non-credit bearing courses, administrators, guards, all supervisory, managerial, and confidential employees, and all other employees of LSSC." Additionally, the College and Union agreed to a mail ballot election commencing Friday, April 5 with ballots being counted on Friday, April 26.

The College and United Faculty of Florida-Lake Sumter State College will commence contract negotiations on April 2, 2019.

Should 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. Sidor, President
Dr. Bigard, Vice-President



OFFICE OF THE PRESIDENT

Present to the Board: March 27, 2019

TO: Lake-Sumter State College
District Board of Trustees

FROM: Stanley M. Sidor 
President

RE: 420 – Course Fee Adjustment (Consumables)

OVERVIEW:

Each year, the College reviews course and program-related fees and recommends changes, additions and deletions.

ANALYSIS:

The recommended changes, additions and deletions to course fees are attached to this form.

RECOMMENDATION:

It is recommended that Board approve this item as written.

Lake-Sumter State College
Proposed Fee Modifications for 2019-2020 Academic Year

Proposed Fee Reductions							
Area	Fee Type	Subject	Course	Current FY18/19	Proposed FY 19/20	Difference	Comment
Fine & Applied Arts	L001	ART	1301C	15.27	15.00	(0.27)	Cost of paper and art supplies for drawing
Nursing	CINS	NUR	1020C	17.05	14.25	(2.80)	Insurance fees
Nursing	CINS	NUR	2003C	17.05	14.25	(2.80)	Insurance fees
Nursing	CINS	NUR	2220C	17.05	14.25	(2.80)	Insurance fees
Nursing	CNLB	NUR	1211C	48.00	44.85	(3.15)	Cost of general lab supplies
Nursing	CNLB	NUR	2220C	48.00	44.85	(3.15)	Cost of general lab supplies
Nursing	CNLB	NUR	2224C	48.00	44.85	(3.15)	Cost of general lab supplies
Nursing	CNLB	NUR	2601C	32.00	29.90	(2.10)	Cost of general lab supplies
Nursing	CNLB	NUR	2721C	32.00	29.90	(2.10)	Cost of general lab supplies
Sciences - Biology	L001	BSC	1011C	65.00	55.00	(10.00)	Cost of consumables, equipment and Lab techs
Sciences - Biology	L001	BSC	2085C	30.00	25.00	(5.00)	Cost of consumables, equipment and Lab techs
Sciences - Chemistry	L001	CHM	1025C	50.00	45.00	(5.00)	Cost of consumables, equipment and Lab techs
Sciences - Env. Science	L001	EVR	1001C	23.00	15.00	(8.00)	Cost of boat registration, insurance, maintenance and Lab techs
Sciences - Physical Science	L001	PHY	2048C	65.00	40.00	(25.00)	Cost of equipment and Lab techs
Sciences Biology	L001	MCB	2010C	92.00	85.00	(7.00)	Cost of consumables, equipment and Lab techs
Workforce EDT	L001	ETP	1100C	67.00	55.00	(12.00)	Cost of CPR/First Aid Certificate
Workforce EDT	L001	ETP	1134C	192.58	166.85	(25.73)	Cost of consumables, fuel and truck maintenance
Workforce EDT	L001	ETP	1135C	99.65	45.00	(54.65)	Cost of consumables
Workforce EDT	L001	ETP	2120C	118.61	30.18	(88.43)	Cost of consumables
Workforce Engineering	L001	ETI	1084C	50.00	30.00	(20.00)	Cost of electric components & equipment
Workforce Engineering	L001	ETP	1138C	85.00	25.00	(60.00)	Cost of ANSI printing

Lake-Sumter State College
Proposed Fee Modifications for 2019-2020 Academic Year

Proposed Fee Deletions							
Area	Fee Type	Subject	Course	Current FY18/19	Proposed FY 19/20	Difference	Comment
Baccalaureate	BACC	MAN	3240	20.00	0.00	(20.00)	Cost of assessment materials

Proposed Fee Increases							
Area	Fee Type	Subject	Course	Current FY18/19	Proposed FY19/20	Difference	Comment
Fine & Applied Arts	L001	ART	1300C	14.84	15.00	0.16	Cost of paper and art supplies for drawing
Fine & Applied Arts	L001	ART	2750C	30.02	35.00	4.98	Cost of art supplies for ceramics
Fine & Applied Arts	L001	ART	2751C	25.50	35.00	9.50	Cost of art supplies for ceramics
Fine & Applied Arts	L001	MUN	1130	0.00	22.50	22.50	Cost of Sheet Music
Fine & Applied Arts	L001	MVK	1111	0.00	30.00	30.00	Cost of Piano tuning
Nursing	CNAT	NUR	1020C	205.00	286.35	81.35	Cost of HESI Testing Package
Nursing	CNAT	NUR	1211C	205.00	286.35	81.35	Cost of HESI Testing Package
Nursing	CNAT	NUR	2003C	219.00	324.65	105.65	Cost of HESI Testing Package
Nursing	CNAT	NUR	2220C	195.00	292.90	97.90	Cost of HESI Testing Package
Nursing	CNAT	NUR	2224C	195.00	292.90	97.90	Cost of HESI Testing Package
Nursing	CNAT	NUR	2601C	219.00	324.65	105.65	Cost of HESI Testing Package
Nursing	CNAT	NUR	2721C	219.00	324.65	105.65	Cost of HESI Testing Package
Sciences - Biology	L001	BSC	1010C	32.00	50.00	18.00	Cost of consumables, equipment and Lab techs
Sciences - Biology	L001	BSC	2086C	30.00	35.00	5.00	Cost of equipment and Lab techs
Sciences - Chemistry	L001	CHM	2046C	50.00	125.00	75.00	Cost of consumables, equipment and Lab techs
Sciences - Chemistry	L001	CHM	2045C	50.00	120.00	70.00	Cost of consumables, equipment and Lab techs
Sciences - Physical Science	L001	PHY	1020C	10.00	20.00	10.00	Cost of consumables, equipment and Lab techs
Sciences - Physical Science	L001	PHY	1053C	65.00	105.00	40.00	Cost of consumables, equipment and Lab techs
Sciences - Physical Science	L001	PHY	1054C	65.00	95.00	30.00	Cost of equipment and Lab techs
Sciences - Physical Science	L001	PHY	1057C	0.00	20.00	20.00	Cost of 5 Amatel AC/DC trainers
Sciences - Physical Science	L001	PHY	2049C	65.00	70.00	5.00	Cost of equipment and Lab techs
Workforce EDT	L001	ETP	1105C	5.00	12.00	7.00	Cost of OSHA 10 Student card
Workforce Engineering	L001	ETP	2931C	0.00	30.00	30.00	Cost of consumables



Lake Sumter
State College

Media Contact:

Kevin Yurasek, Director, Strategic Communications

352-365-3526 (office)

YurasekK@lssc.edu

FOR IMMEDIATE RELEASE

TUESDAY, FEBRUARY 26, 2019

LSSC proposing student fee modifications for 2019-20 year

LEESBURG, Fla. – Lake-Sumter State College is providing public notification of proposed changes in student fees for the 2019-2020 academic year.

In accordance with *Florida Statutes* section 1009.23(20), Lake-Sumter State College is notifying the community of proposed changes in institutional student fees before its consideration at the District Board of Trustees of Lake-Sumter State College meeting. These modifications are scheduled for consideration at the March 27, 2019, meeting that will occur at 5:00pm in the Boardroom (Rm 210) of the Students Services Building on the Leesburg Campus.

Laboratory fees are charged in accordance with *Florida Statutes* section 1009.23(12)(a). Lake-Sumter State College reviews laboratory fees every year, and these fees are used to purchase consumable supplies, cover laboratory expenses and student insurance specific to these classes in excess of normal supplies required for classroom instruction.

No tuition increases are being proposed at this time.

Florida Statutes section 1009.23(20) requires a Florida College System institution to post these changes on the institution's website and issue a press release notification at least 28 days prior to consideration at a District Board of Trustees meeting.

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About Lake-Sumter State College

Founded in 1962, Lake-Sumter State College (LSSC) offers high-quality education at an affordable price to the communities of Lake and Sumter counties. As a proud member of the Florida College System, LSSC serves more than 6,000 students annually at three locations: Leesburg, South Lake (Clermont), and Sumterville. LSSC offers certificate and degree programs designed to support and prepare students for today's dynamic workforce. LSSC is accredited by the Southern Association of Colleges and Schools Commission on Colleges. Through a DirectConnect™ partnership with the University of Central Florida, students graduating with an Associate in Arts are guaranteed admission to UCF. Learn more about LSSC at www.lssc.edu.



Lake Sumter State College

OFFICE OF THE PRESIDENT

Present to the Board: March 27, 2019

TO: Lake-Sumter State College
District Board of Trustees

FROM: Stanley M. Sidor
President

RE: 421 – Faculty Rank and Promotion Candidates

OVERVIEW:

The following faculty are recommended for promotion:

Ms. Heather Elmatti - from Assistant Professor to Associate Professor
Dr. Minerva Haugabrooks - from Assistant Professor to Associate Professor

The following faculty are recommended for continuing contract and promotion:

Mr. Kevin Arms - from Instruction Librarian to Assistant Librarian
Ms. Colleen Carter - from Instructor to Assistant Professor
Mr. Matthew Kennedy - from Instructor to Assistant Professor
Ms. Cynthia Nash - from Instructor to Assistant Professor
Dr. Peter Olen - from Instructor to Assistant Professor
Ms. Brenda Skoczelas - from Instructor to Assistant Professor

The following annual contract faculty are recommended for renewal:

Lecturers and Temporary full-time:

Ms. Rachael D'Andrea, Instructor
Mr. Andrew Dail, Librarian
Ms. Nancy Parks, Temporary full-time
Ms. Kristina Van Amerongen, Lecturer

Instructors:

Ms. Lisa Bailey, Instructor
Ms. Agnes Bereczky, Instructor
Mr. Gregory Bridgeman, Instructor
Ms. Brenna Broadway, Instructor
Ms. Julie Brooks-Fason, Instructor
Ms. Charise Conant, Instructor
Mr. Gary Connelly, Instructor
Ms. Laura Dana, Instructor
Ms. Luana Diamand, Librarian
Dr. Matthew Drum, Instructor
Ms. Jessica George, Instructor
Ms. Kathy Hamilton, Instructor
Mr. James Jackson, Instructor
Ms. Joan Johnson, Instructor
Ms. Paula Jones, Instructor
Ms. Amber Karlins, Instructor
Ms. Linda Karp, Instructor
Ms. Amanda Kirchner, Instructor
Ms. Kristi Krutcek, Instructor
Ms. Karen Lanctot, Instructor
Ms. Kathleen Larke, Instructor
Mr. Alberto Luma, Instructor
Mr. Daniel Marulanda, Instructor
Mr. Jeffery Melton, Instructor
Ms. Bibi Moonsam, Instructor
Dr. Luis Ortiz, Instructor
Mr. J. Patrick Rader, Instructor
Ms. Christine Ramos, Instructor
Ms. Michele Rudden, Instructor
Mr. Christopher Sargent, Instructor
Ms. Jasmine Simmons, Librarian
Mr. Brandon Smith, Instructor
Mr. Jeffrey Stephens, Instructor
Mr. Timothy Sullivan, Instructor
Ms. Toni Upchurch, Instructor
Dr. David Walton, Instructor
Mr. Daniel Weber, Instructor
Mr. Andrew Young, Instructor

The following continuing contract faculty will automatically renew at their current rank:

Instructors:

Ms. Leslie Hurley, Instructor
Dr. Steven Husebye, Instructor
Ms. Deborah Pate, Instructor
Dr. Claude Richards, Instructor
Ms. Robyn Winship, Instructor

Assistant Professors:

Ms. Betti Baytar-McTurk, Assistant Professor
Dr. Lloyd Beckles, Assistant Professor
Mr. Alexander Bruno, Assistant Professor
Mr. James Cason, Assistant Professor
Ms. Jennifer Cerione, Assistant Professor
Ms. Kristen Chancey, Assistant Professor
Ms. Jaquel Clark, Assistant Professor
Ms. Marilyn Cole, Assistant Professor
Mr. David Goff, Assistant Professor
Dr. Debra Hicks, Assistant Professor
Mr. Christopher Leibner, Assistant Professor
Dr. Michael Morse, Assistant Professor
Ms. Jacklyn Pierce, Assistant Professor
Ms. Taralyn Pierce, Assistant Professor
Mr. James Rogers, Assistant Professor
Mr. Richard Rogers, Assistant Professor
Dr. Katie Roles, Assistant Professor
Ms. Padget Tinny, Assistant Professor
Ms. Katherine Urquhart, Assistant Professor

Associate Professors:

Mr. Stuart Bourne, Associate Professor
Ms. Sybil Brown, Associate Professor
Dr. Nancy Browne, Associate Professor
Ms. Kelly Cornell, Associate Professor
Ms. Mary Heikkinen, Associate Professor
Mr. Jeremy Norton, Associate Professor
Mr. John Shea, Associate Professor

Professors:

Ms. Nora Rackley, Professor
Ms. Alissa Sustarsic, Professor
Ms. Julia Sweitzer, Professor
Ms. Brandy Ziesemer, Professor

ANALYSIS:

The Vice President of Academic Affairs has recommended as listed above.

RECOMMENDATION:

It is recommended that the Board approve this item as written.



OFFICE OF THE PRESIDENT

Present to the Board: March 27, 2019

TO: Lake-Sumter State College
District Board of Trustees

FROM: Dr. Stanley Sidor
President

RE: 422-Summer 2019 Four-Day Work Week

OVERVIEW

The College has followed a modified four-day summer work schedule since 1979. During the modified work schedule period, the benefits to the College and staff include:

1. Savings in utility expenses by closing buildings and turning off A/C and lighting systems.
2. Additional maintenance and upgrades on major equipment and facilities are performed without interfering with classroom activities.
3. Benefits to personnel promoting positive morale by providing flexible working schedules.
4. The College is using the four-day summer work schedule as part of its employee recruitment strategy to attract applicants currently working five days per week.
5. The summer work schedule will provide extended office hours until 5:00 or 5:30 pm, Monday through Thursday.

ANALYSIS

The President's Cabinet has approved and recommends the summer work schedule (four day work week schedule) for Summer, 2019. Employees will average 8 hours and 45 minutes per day for four days, working a total of 37.5 hours each week.

RECOMMENDATION

The President requests Board approval of the modified summer work schedule for the period of Monday, May 6, 2019 through Friday, July 26, 2019 as outlined in the attached documents.

LAKE-SUMTER STATE COLLEGE
SUMMER WORK SCHEDULE
May 6, 2019 through July 26, 2019

GENERAL:

- The College will maintain a four (4) day Summer Work Schedule beginning May 6, 2019 through July 26, 2019.
- During the summer work schedule period, employees will have their assigned work hours changed to a four-day workweek from Monday through Thursday, working an average 9 hours and 22 minutes per day.

GUIDELINES FOR THE FOUR DAY WORK WEEK ARE AS FOLLOWS:

- Normal work hours will be from 8:00 a.m. to 5:52 p.m. with a half-hour lunch. This will give a total of 9 hours and 22 minutes. With permission of the senior administrator who reports to the President, employees may work such hours as 7:30 a.m. to 5:22 p.m. with a half-hour for lunch or such other hours as equal a 9 hour / 22 minute workday. The vice president (or senior administrator who reports to the President) supervising the department where the employee works has the responsibility to approve and control the work schedules of all employees in their areas.
- Total hours per week equal 37.5 hours. Any approved overtime pay will be considered regular pay from 37.5 hours to 40 hours, with time-and-one-half paid after forty hours.
- Although facilities personnel will still maintain a flexible schedule to accommodate special cleaning and maintenance schedules, it is the intent of the College that the facilities be closed on Fridays to obtain the maximum cost savings possible. The College does not intend to have the heating, ventilation and air conditioning systems operating after closing on Thursday. Such will be turned on for operation on Monday.
- The College will be closed for Memorial Day on Monday, May 27, 2019. The College will be open for business on Tuesday, Wednesday and Thursday the week of the May 27th holiday.
- The College will be closed for Independence Day on Thursday, July 4, 2019. The College will be open for business on Monday, Tuesday, and Wednesday the week of the July 4th holiday.
- Vacation and other leave time will be reported on Leave sheets at 9 hours and 22 minutes per day or actual hours taken.
- Use Summer Work Schedule form (separate attachment) to prepare an individual employee's 2019 summer schedule.

Note: Please direct any questions to Pamela Fletcher, Human Resources.



Lake Sumter State College

Summer 2019 Employee Work Schedule Form for May 7 through July 26, 2019

All staff employees must complete and submit this Summer Work Schedule form to the supervisor by April 12, 2019.

Employee Name (Please print)

X

Employee ID Number

Department

Supervisor's Approval Signature

Please select one of the below work schedules. You must work a Monday through Thursday schedule.

☐ I have elected to work from 8:00 A.M. to 5:52 P.M. Monday through Thursday

☐ I have elected to work from 7:30 A.M. to 5:22 P.M. Monday through Thursday

☐ I have elected to work from 7:00 A.M. to 4:52 P.M. Monday through Thursday

☐ Other _____

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OFFICE OF THE PRESIDENT

Present to the Board: March 27, 2019

TO: Lake-Sumter State College
District Board of Trustees

FROM: Dr. Stanley Sidor
President

RE: 423-Institutional Fees

OVERVIEW

The District Board of Trustees must review and all approve all tuition and fee increases.

ANALYSIS

The following report outlines the current list of tuition, and fees for statutory references. It also provides a comparison of LSSC fees to other FCS institutions.

RECOMMENDATION

This is an information item at this time. A formal recommendation will be submitted for consideration at a later date, following the statutory requirements for providing notice of the changes.



Lake Sumter
State College

Student Tuition and Fees Report

January 16, 2019

Tuition and Fees History	1
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TUITION AND FEES HISTORY

AA/AS Degree

AA/AS Degree	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18	FY19	Fund
Tuition	72.26	78.84	81.20	81.20	81.20	81.20	81.20	81.20	81.20	Operating
Financial Aid	4.88	4.88	5.03	5.03	5.03	5.03	5.03	5.03	5.03	Scholarships
Student Activity Fee	6.37	6.37	6.56	7.56	7.56	7.56	7.56	7.56	7.56	Grants
Technology Fee	2.76	3.94	4.06	4.06	4.06	4.06	4.06	4.06	4.06	Operating
Capital Improvement Fee	5.73	5.88	7.88	7.88	7.88	7.88	7.88	7.88	7.88	Capital
Total Per Credit Hour	92.00	99.91	104.73	105.73	105.73	105.73	105.73	105.73	105.73	
\$ Increase	6.80	7.91	4.82	1.00	0.00	0.00	0.00	0.00	0.00	
% Increase	7.98%	8.60%	4.82%	0.95%	0.00%	0.00%	0.00%	0.00%	0.00%	

FLORIDA COLLEGE SYSTEM TUITION AND FEES

2018-19

AA/AS Degree	Tuition	Student Financial Aid Fee	Student Activity Fee	Capital Improvement Fee	Technology Fee	Other Fees	Total
Gulf Coast	72.92	3.65	7.29	7.29	3.65	3.95	98.75
Tallahassee	100.83						100.83
Palm Beach	76.92	3.84	5.78	10.62	3.84		101.00
North Florida	99.80					2.00	101.80
Chipola	102.00						102.00
State College FL	78.84					23.64	102.48
Valencia	82.66	3.83	7.07	5.67	3.83		103.06
Florida Gateway	78.94	5.53	6.25	7.89	3.71	1.00	103.32
Daytona	79.22	3.86	7.72	7.72	3.86	1.10	103.48
Indian River	103.83						103.83
Eastern Florida	104.00						104.00
Northwest FL	82.77	3.86	-	13.52	3.86		104.01
Seminole	79.78	3.00	7.88	9.48	3.94	0.30	104.38
Hillsborough	80.45	4.03	7.23	8.23	3.91	0.54	104.39
Pensacola	104.58						104.58
FLA SC at Jax	104.88						104.88
Pasco-Hernando	105.18						105.18
South Florida	79.18	5.54	7.92	7.92	3.96	\$0.90	105.42
Lake-Sumter	81.20	5.03	7.56	7.88	4.06		105.73
Santa Fe	77.88	3.83	7.80	8.66	3.50	5.00	106.67
Central Florida	79.60	3.98	7.96	11.58	3.98		107.10
St. Johns River	78.84	3.51	7.88	11.83	3.94	2.00	108.00
Florida Keys	82.78	4.14	8.28	9.88	4.14		109.22
St. Petersburg	111.75						111.75
Polk	82.78	4.14	8.28	11.88	4.14	1.00	112.22
FL SouthWestern	81.21	4.07	8.13	13.88	4.07	2.00	113.36
Broward (On Campus)	82.00	4.10	8.20	13.50	4.10	6.00	117.90
Miami Dade	82.78	4.14	8.28	15.88	4.14	3.00	118.22

Median 104.49
Average 105.98

FLORIDA COLLEGE SYSTEM TUITION AND FEES 2018-19

BA/BS Degree	Tuition	Student Financial Aid Fee	Student Activity Fee	Capital Improvement Fee	Technology Fee	Other Fees	Total
Florida Keys	N/A	-	-	-	-	-	-
Hillsborough	N/A	-	-	-	-	-	-
North Florida	N/A						-
Tallahassee	N/A						-
State College FL	91.79					20.29	112.08
Valencia	91.79	3.83	7.07	5.67	3.83		112.19
Chipola	115.00						115.00
FLA SC at Jax	116.52						116.52
Indian River	117.10						117.10
Gulf Coast	91.79	4.37	4.37	8.74	4.37	3.95	117.59
Seminole	91.79	4.37	8.74	10.34	4.37	0.30	119.91
South Florida	91.79	4.59	9.18	9.18	4.59	\$0.90	120.23
Lake-Sumter	91.79	6.43	7.56	9.88	4.59		120.25
Florida Gateway	91.79	4.59	9.18	9.18	4.59	1.00	120.33
Pensacola	120.89						120.89
Daytona	91.79	4.50	9.00	10.53	4.50	1.10	121.42
Northwest FL	91.79	4.59	6.88	14.74	4.59		122.59
St. Petersburg	122.70						122.70
Palm Beach	91.79	4.59	9.18	12.70	4.59		122.85
Central Florida	91.79	4.59	9.18	12.74	4.59		122.89
Polk	91.79	4.59	9.18	12.74	4.59	1.00	123.89
St. Johns River	91.79	4.51	9.18	12.68	4.59	2.00	124.75
FL SouthWestern	91.79	4.59	9.18	13.56	4.59	2.00	125.71
Pasco-Hernando	126.08						126.08
Santa Fe	91.79	4.59	9.18	11.18	4.59	5.00	126.33
Eastern Florida	128.51						128.51
Miami Dade	91.79	4.59	9.18	16.74	4.59	3.00	129.89
Broward (On Campus)	91.79	4.59	9.18	14.74	4.59	6.00	130.89

Median
Average

120.61
104.31

TUITION AND FEES 2018-19

ALL PROGRAMS - BY STATUTE

PROGRAM	RATE	STATUTORY LIMITS	LSSC	STATUTORY REFERENCE
AS/AA DEGREE				
TUITION	81.20	64.78 - 82.78	98.1%	FL STATUTE 1009.23 (3) (a), (4)
FINANCIAL AID FEE	5.03	7% of Tuition	6.19%	FL STATUTE 1009.23 (8) (a)
ACTIVITY FEE	7.56	10% of Tuition	9.31%	FL STATUTE 1009.23 (7)
CAPITAL IMPROVEMENT FEE	7.88	20% of tuition, increase limited \$2/yr.	9.70%	FL STATUTE 1009.23 (11)(a)
TECHNOLOGY FEE	4.06	5% of Tuition	5.00%	FL STATUTE 1009.23 (10)

TOTAL 105.73

AS/AA DEGREE NON-RESIDENT				
TUITION	81.20	64.78 - 82.78	98%	FL STATUTE 1009.23 (3) (a), (4)
OUT-OF-STATE TUITION	248.33	194.35 - 248.33	100%	FL STATUTE 1009.23 (3) (a), (4)
FINANCIAL AID FEE	23.06	7% of Tuition	7.00%	FL STATUTE 1009.23 (8) (a)
ACTIVITY FEE	7.56	10% of Tuition	2.29%	FL STATUTE 1009.23 (7)
CAPITAL IMPROVEMENT FEE	65.91	20% of tuition, increase limited \$2/yr.	20.00%	FL STATUTE 1009.23 (11)(a)
TECHNOLOGY FEE	16.48	5% of Tuition	5.00%	FL STATUTE 1009.23 (10)

TOTAL 442.54

BACCALAUREATE DEGREE				
TUITION	91.79	91.79	100%	FL STATUTE 1009.23 (3) (b) 1.
FINANCIAL AID FEE	6.43	7% of Tuition	7.00%	FL STATUTE 1009.23 (8) (a)
ACTIVITY FEE	7.56	10% of Tuition	8.24%	FL STATUTE 1009.23 (7)
CAPITAL IMPROVEMENT FEE	9.88	20% of tuition, increase limited \$2/yr.	10.76%	FL STATUTE 1009.23 (11)(a)
TECHNOLOGY FEE	4.59	5% of Tuition	5.00%	FL STATUTE 1009.23 (10)

TOTAL 120.25

BACCALAUREATE DEGREE NON-RESIDENT				
TUITION	91.79	91.79 (UCF \$105.07)	100%	FL STATUTE 1009.23 (3) (b) 1.
OUT-OF-STATE TUITION	275.37	85% of nearest university (UCF, \$511.06, \$616.13 total)	59.59%	FL STATUTE 1009.23 (3) (b) 1.2.
FINANCIAL AID FEE	25.70	7% of Tuition	7.00%	FL STATUTE 1009.23 (8) (a)
ACTIVITY FEE	7.56	10% of Tuition	2.06%	FL STATUTE 1009.23 (7)
CAPITAL IMPROVEMENT FEE	39.52	20% of tuition, increase limited \$2/yr.	10.76%	FL STATUTE 1009.23 (11)(a)
TECHNOLOGY FEE	18.36	5% of Tuition	5.00%	FL STATUTE 1009.23 (10)

TOTAL 458.30

TUITION AND FEES 2018-19

ALL PROGRAMS - BY STATUTE

PROGRAM	RATE	STATUTORY LIMITS	LSSC	STATUTORY REFERENCE
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CAREER CERTIFICATE				
TUITION	73.40	66.41 - 73.40	100%	FL STATUTE 1009.22 (3) (c)
FINANCIAL AID FEE	7.34	10% of Tuition	10.00%	FL STATUTE 1009.22 (5)
CAPITAL IMPROVEMENT FEE	3.67	5% of Tuition	5.00%	FL STATUTE 1009.22 (6)(a)
TECHNOLOGY FEE	3.67	5% of Tuition	5.00%	FL STATUTE 1009.22 (7)
TOTAL	88.08			

VOCATIONAL/ADULT GENERAL EDUCATION PER TERM				
TUITION	31.50	28.50 - 31.50	100%	FL STATUTE 1009.22 (3) (c)

OTHER FEES

FEE TITLE	AMOUNT	FREQUENCY	PURPOSE and STATUTORY REFERENCE
ADMISSIONS APPLICATION FEE	30.00	Once	Ensure students are serious about pursuing a degree at LSSC, 1009.23 12(a)
ADVANCED MATH PLACEMENT TEST	0.00	Per test	Cover cost of testing materials and proctoring, 1009.23 12(a)
COMPETENCY BASED CREDIT	0.00	Per Credit Hour	Cover cost associated with research and processing competency based credit portfolio 1009.23 12(a)
DISTANCE LEARNING FEE	15.00	Per Credit Hour	As Per FL Statute 1009.23 16(a)
DISTANCE TESTING FEE	25.00	Per test	Cover cost of proctoring test, FL 1009.23 12(a)
DUPLICATE DIPLOMA FEE	30.00	Each	Cover Cost of paper, packaging and processing, 1009.23 12(a)
HESI TEST	32.00	Per test	Pass through fee. Fees not increased in line with cost of test, added another component to test, 1009.23 12(a)
INTERNATIONAL STUDENT APPLICATION	75.00	Once	Ensure students are serious about pursuing a degree at LSSC, higher cost due to more extensive processing, 1009.23 12(a)
OFFICIAL LSSC TRANSCRIPTS	0.00	Each	Cover cost of printing, postage and packaging as well as processing, 1009.23 12(a)
PERT RETAKE	0.00	Per test	Cover cost of printing, postage and fee charged by Third-Part processor, 1009.23 12(a)
RETURN CHECK FEE	25.00	Each	Pass-through fee allowable per FL Statute 1009.12(a)
PERT	20.00	Per test	Cover cost of printing and proctoring, 1009.23 12(a)
TRANSCRIPT FEE	2.60	Each	Cover cost associated with printing and processing transcripts
PARKING FINE (if issued ticket by security)	20.00	Each	Levied to discourage behavior, 1009.23 12(a)
CREDIT CARD CONVENIENCE FEE	3.00 or 2.85%	Per payment	Pass-through fee allowable per FL Statute 1009.12(a)
TUITION INSTALMENT PLAN FEE	30.00-40.00	Per term	E-Check option free of charge Pass-through fee allowable per FL Statute 1009.12(a)

LAB FEES FOR CONSUMABLE MATERIALS

Area	Revenue FY17/18	Expenses FY17/18	Surplus/ (Loss)	Fee Type	Subject	Course	Fee	Consumable Materials Description
Baccalaureate				BACC	MAN	3240	20.00	
Baccalaureate				BACC	MAN	4900	20.00	Cover cost of assessment materials
Total Baccalaureate	660.00	800.44	(140.44)					
Fine & Applied Arts				L001	ART	1300C	14.84	Cover cost of paper and art supplies for drawing
Fine & Applied Arts				L001	ART	1301C	15.27	Cover cost of paper and art supplies for drawing
Fine & Applied Arts				L001	ART	2540C	19.75	Cover cost of paper and art supplies for painting
Fine & Applied Arts				L001	ART	2750C	30.02	Cover cost of art supplies for ceramics
Fine & Applied Arts				L001	ART	2751C	25.50	Cover cost of art supplies for ceramics
Fine & Applied Arts				L001	GRA	1190C	34.06	Cover cost of paper and ink supplies for printing
Fine & Applied Arts				L001	PGY	1401C	26.36	Cover cost of paper and ink supplies for printing
Fine & Applied Arts				L001	PGY	2540C	19.75	Cover cost of paper and ink supplies for printing
Fine & Applied Arts				L001	MUN	1130	0.00	Cover cost of Sheet Music
Fine & Applied Arts				L001	MVK	1111	0.00	Cover cost of Piano tuning
Total Arts	2,135.27	1,714.00	421.27					
Nursing				CDRT	NUR	1020C	12.00	Cover cost of drug screening
Nursing				CDRT	NUR	1211C	12.00	Cover cost of drug screening
Nursing				CDRT	NUR	2220C	12.00	Cover cost of drug screening
Nursing				CDRT	NUR	2224C	12.00	Cover cost of drug screening
Nursing				CDRT	NUR	2601C	12.00	Cover cost of drug screening
Nursing				CDRT	NUR	2721C	12.00	Cover cost of drug screening
Nursing				CINS	NUR	1020C	17.05	Cover Insurance fees, premiums dropped
Nursing				CINS	NUR	2003C	17.05	Cover Insurance fees, premiums dropped
Nursing				CINS	NUR	2220C	17.05	Cover Insurance fees, premiums dropped
Nursing				CNAT	NUR	1020C	205.00	Cover cost of HESI Testing Package
Nursing				CNAT	NUR	1211C	205.00	Cover cost of HESI Testing Package
Nursing				CNAT	NUR	2003C	219.00	Cover cost of HESI Testing Package
Nursing				CNAT	NUR	2220C	195.00	Cover cost of HESI Testing Package
Nursing				CNAT	NUR	2224C	195.00	Cover cost of HESI Testing Package
Nursing				CNAT	NUR	2601C	219.00	Cover cost of HESI Testing Package
Nursing				CNAT	NUR	2721C	219.00	Cover cost of HESI Testing Package
Nursing				CNLB	NUR	1020C	148.00	Cover cost of general lab supplies and lab totes
Nursing				CNLB	NUR	1211C	48.00	Cover cost of general lab supplies
Nursing				CNLB	NUR	2003C	130.00	Cover cost of general lab supplies and lab totes
Nursing				CNLB	NUR	2220C	48.00	Cover cost of general lab supplies
Nursing				CNLB	NUR	2224C	48.00	Cover cost of general lab supplies
Nursing				CNLB	NUR	2601C	32.00	Cover cost of general lab supplies
Nursing				CNLB	NUR	2721C	32.00	Cover cost of general lab supplies
Total Nursing	85,376.45	122,580.28	(37,203.83)					
Sciences - Biology				L001	BSC	1010C	32.00	Cover cost of consumables, equipment and Lab techs
Sciences - Biology				L001	BSC	1011C	65.00	Cover cost of consumables, equipment and Lab techs
Sciences - Biology				L001	BSC	2085C	30.00	Cover cost of consumables, equipment and Lab techs
Sciences - Biology				L001	BSC	2086C	30.00	Cover cost of equipment and Lab techs

LAB FEES FOR CONSUMABLE MATERIALS

Area	Revenue FY17/18	Expenses FY17/18	Surplus/ (Loss)	Fee Type	Subject	Course	Fee	Consumable Materials Description
Sciences - Chemistry				L001	CHM	1025C	50.00	Cover cost of consumables, equipment and Lab techs
Sciences - Chemistry				L001	CHM	2046C	50.00	Cover cost of consumables, equipment and Lab techs
Sciences - Chemistry				L001	CHM	2045C	50.00	Cover cost of consumables, equipment and Lab techs
Sciences - Env. Science				L001	EVR	1001C	23.00	Cover cost of boat registration, insurance, maintenance and Lab techs
Sciences - Physical Science				L001	PHY	1020C	10.00	Cover cost of consumables, equipment and Lab techs
Sciences - Physical Science				L001	PHY	1053C	65.00	Cover cost of consumables, equipment and Lab techs
Sciences - Physical Science				L001	PHY	1054C	65.00	Cover cost of equipment and Lab techs
Sciences - Physical Science				L001	PHY	1057C	0.00	Cover cost of 5 Amiatrol AC/DC trainers
Sciences - Physical Science				L001	PHY	2048C	65.00	Cover cost of equipment and Lab techs
Sciences - Physical Science				L001	PHY	2049C	65.00	Cover cost of equipment and Lab techs
Sciences Biology				L001	MCB	2010C	92.00	Cover cost of consumables, equipment and Lab techs
Total Sciences	84,081.00	73,638.88	10,442.12					
Workforce EDT				L001	ETP	1100C	67.00	Cover cost of CPR/First Aid Certificate
Workforce EDT				L001	ETP	1105C	5.00	Cover cost of OSHA 10 Student card
Workforce EDT				L001	ETP	1130C	85.00	Cover Cost of protective equipment and consumables
Workforce EDT				L001	ETP	1134C	192.58	Cover cost of consumables, fuel and truck maintenance
Workforce EDT				L001	ETP	1135C	99.65	Cover cost of consumables
Workforce EDT				L001	ETP	1138C	85.00	Cover ANSI printing
Workforce EDT				L001	ETP	1140C	76.02	Cover cost of consumables and fuel
Workforce EDT				L001	ETP	1150C	34.00	Cover cost of fuel and truck maintenance
Workforce EDT				L001	ETP	2102C	57.01	Cover cost of fuel and truck maintenance
Workforce EDT				L001	ETP	2110C	15.09	Cover cost of consumables
Workforce EDT				L001	ETP	2120C	118.61	Cover cost of consumables
Workforce EDT				L001	ETP	2131C	82.10	Cover cost of consumables and fuel
Workforce EDT				L001	ETP	2132C	109.00	Cover cost of consumables, fuel and truck maintenance
Workforce EDT				L001	ETP	2137C	15.09	Cover cost of fuel and truck maintenance
Workforce EDT				L001	ETP	2931C	0.00	Cover cost of consumables
Workforce Engineering				L001	ETI	1084C	50.00	Cover cost of electric components & equipment
Total Workforce	13,759.97	37,075.10	(23,315.13)					



OFFICE OF THE PRESIDENT

Present to the Board: March 27, 2019

TO: Lake-Sumter State College
District Board of Trustees

FROM: Dr. Stanley Sidor
President

RE: 424-Facilities Informational Report- Leesburg Infrastructure Project

OVERVIEW

Listing of bidding contractors for the Lake-Sumter State College Infrastructure Phase II

ANALYSIS

Bid variance analysis for bids received for project.

RECOMMENDATION

Awarding of project to approved contractor.

Bid Recap

	Description	QTY	UNIT	SEI Construction Estimate		LOW BID		Cathcart Construction		HIGH BID	
				UNIT COST	TOTAL COST	Hartman Civil Construction Co., Inc.		UNIT COST	TOTAL COST	Jaret Construction dba WD Site Development	
1	Mobilization (Not to exceed 10% of Bid)	1	LS	\$ 21,000.00	\$ 21,000.00	\$ 30,000.00	\$ 30,000.00	\$ 65,000.00	\$ 65,000.00	\$ 68,000.00	\$ 68,000.00
2	Maintenance of Traffic (Construction signing according to FDOT)	1	LS	\$ 1,600.00	\$ 1,600.00	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00	\$ 47,000.00	\$ 47,000.00
3	Grading (includes rough & finish grading,	1	LS	\$ 3,200.00	\$ 3,200.00	\$ 7,500.00	\$ 7,500.00	\$ 20,000.00	\$ 20,000.00	\$ 97,000.00	\$ 97,000.00
4	Temporary Work Area Safety Fencing	1	LS	\$ 500.00	\$ 500.00	\$ 10,000.00	\$ 10,000.00	\$ 4,500.00	\$ 4,500.00	\$ 82,845.00	\$ 82,845.00
5	Dewatering (If Necessary)	1	Per100' per day	\$ 9,000.00	\$ 9,000.00	\$ 800.00	\$ 800.00	\$ 5,000.00	\$ 5,000.00	\$ 1,200.00	\$ 120,000.00
6	General Conditions including but not limited	1	LS	\$ 13,400.00	\$ 13,400.00	\$ 25,000.00	\$ 25,000.00	\$ 30,000.00	\$ 30,000.00	\$ 80,400.00	\$ 80,400.00
7	General Sitework & Demolition Cleaning & Grubbing (includes any necessary removal of tree debris)	1	LS	\$ 2,000.00	\$ 2,000.00	\$ 20,000.00	\$ 20,000.00	\$ 25,000.00	\$ 25,000.00	\$ 64,500.00	\$ 64,500.00
8	Silt Fence	1,000	LF	\$ 2.00	\$ 2,000.00	\$ 2.00	\$ 2,000.00	\$ 3.00	\$ 3,000.00	\$ 1.45	\$ 1,450.00
9	Sawcut Existing Concrete & Asphalt	1,500	LF	\$ 1.04	\$ 1,560.00	\$ 2.00	\$ 3,000.00	\$ 4.00	\$ 6,000.00	\$ 1.50	\$ 2,250.00
10	Demolition & Dispose of Debris	1	LS	\$ 2,500.00	\$ 2,500.00	\$ 6,000.00	\$ 6,000.00	\$ 7,500.00	\$ 7,500.00	\$ 20,000.00	\$ 20,000.00
11	Remove & Reuse Existing Parking Wheel	35	EA	\$ 50.00	\$ 1,750.00	\$ 20.00	\$ 700.00	\$ 18.00	\$ 630.00	\$ 70.00	\$ 2,450.00
12	Driveway/Parking Area 1 1/2" SF 9.5 Level "C" Fine Graded Asphalt	2,200	SY	\$ 10.13	\$ 22,286.00	\$ 15.00	\$ 33,000.00	\$ 18.00	\$ 39,600.00	\$ 18.50	\$ 40,700.00
13	8" Limerock Base (LBR 100)	2,420	SY	\$ 10.10	\$ 24,442.00	\$ 15.00	\$ 36,300.00	\$ 32.00	\$ 77,440.00	\$ 13.00	\$ 31,460.00
14	12" Stabilized Subgrade	2,660	SY	\$ 2.42	\$ 6,437.20	\$ 5.00	\$ 13,300.00	\$ 15.00	\$ 39,900.00	\$ 3.85	\$ 10,241.00
15	4" Concrete Sidewalk (3000 psi)	600	SY	\$ 35.89	\$ 21,534.00	\$ 60.00	\$ 36,000.00	\$ 55.00	\$ 33,000.00	\$ 36.00	\$ 21,600.00
16	Signage and Striping Temporary Relocation & Replacement of Existing Road Signs	10	EA	\$ 35.00	\$ 350.00	\$ 200.00	\$ 2,000.00	\$ 175.00	\$ 1,750.00	\$ 285.00	\$ 2,850.00
17	4" White Parking Space Line	500	LF	\$ 1.47	\$ 735.00	\$ 0.50	\$ 250.00	\$ 1.50	\$ 750.00	\$ 0.60	\$ 300.00
18	4" Blue Handicap Parking Space Line	120	LF	\$ 1.88	\$ 225.60	\$ 0.50	\$ 60.00	\$ 1.50	\$ 180.00	\$ 0.85	\$ 102.00
19	Handicap Parking Space Symbol	2	EA	\$ 39.50	\$ 79.00	\$ 50.00	\$ 100.00	\$ 350.00	\$ 700.00	\$ 500.00	\$ 1,000.00
20	Portable Water Fire Hydrant	6	EA	\$ 5,215.66	\$ 31,293.96	\$ 4,300.00	\$ 25,800.00	\$ 3,500.00	\$ 21,000.00	\$ 3,800.00	\$ 22,800.00
21	12" - 45° Bend	12	EA	\$ 500.00	\$ 6,000.00	\$ 600.00	\$ 7,200.00	\$ 535.00	\$ 6,420.00	\$ 605.00	\$ 7,260.00
22	12" x 12" x 4" Tee	1	EA	\$ 700.00	\$ 700.00	\$ 700.00	\$ 700.00	\$ 648.00	\$ 648.00	\$ 630.00	\$ 630.00
23	12" - 22.5° Bend	3	EA	\$ 500.00	\$ 1,500.00	\$ 600.00	\$ 1,800.00	\$ 512.00	\$ 1,536.00	\$ 595.00	\$ 1,785.00
24	12" - 11.25° Bend	3	EA	\$ 500.00	\$ 1,500.00	\$ 575.00	\$ 1,725.00	\$ 500.00	\$ 1,500.00	\$ 596.00	\$ 1,788.00
25	12" Tee	2	EA	\$ 750.00	\$ 1,500.00	\$ 900.00	\$ 1,800.00	\$ 800.00	\$ 1,600.00	\$ 656.00	\$ 1,312.00
26	12" - 45° Bend @ Vertical Crossings	10	EA	\$ 500.00	\$ 5,000.00	\$ 750.00	\$ 7,500.00	\$ 800.00	\$ 8,000.00	\$ 605.00	\$ 6,050.00
27	12" Potable Water Main (C900)	3,120	LF	\$ 25.00	\$ 78,000.00	\$ 40.00	\$ 124,800.00	\$ 55.00	\$ 171,600.00	\$ 42.00	\$ 131,040.00
28	12" - 90° Bend	2	EA	\$ 500.00	\$ 1,000.00	\$ 650.00	\$ 1,300.00	\$ 570.00	\$ 1,140.00	\$ 614.00	\$ 1,228.00

Bid Recap

Description	QTY	UNIT	SEI Construction Estimate		LOW BID		Cathcart Construction		HIGH BID	
			UNIT COST	TOTAL COST	Hartman Civil Construction Co., Inc.	Jaret Construction dba WD Site Development	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST
29 12" Gate Valve and Box	7	EA	\$ 1,900.00	\$ 13,300.00	\$ 2,750.00	\$ 19,250.00	\$ 2,500.00	\$ 17,500.00	\$ 2,395.00	\$ 16,765.00
30 12" x 12" x 8" Tee	7	EA	\$ 750.00	\$ 5,250.00	\$ 850.00	\$ 5,950.00	\$ 700.00	\$ 4,900.00	\$ 640.00	\$ 4,480.00
31 8" Potable Watermain (C900)	200	LF	\$ 17.50	\$ 3,500.00	\$ 35.00	\$ 7,000.00	\$ 46.00	\$ 9,200.00	\$ 34.00	\$ 6,800.00
32 12" x 8" Reducer	1	EA	\$ 400.00	\$ 400.00	\$ 425.00	\$ 425.00	\$ 345.00	\$ 345.00	\$ 454.00	\$ 454.00
33 8" Gate Valve and Box	9	EA	\$ 1,300.00	\$ 11,700.00	\$ 1,750.00	\$ 15,750.00	\$ 1,500.00	\$ 13,500.00	\$ 1,765.00	\$ 15,885.00
34 8" Blind Flange	2	EA	\$ 145.00	\$ 290.00	\$ 325.00	\$ 650.00	\$ 281.00	\$ 562.00	\$ 297.00	\$ 594.00
35 4" PVC Potable Watermain	410	LF	\$ 15.00	\$ 6,150.00	\$ 16.00	\$ 6,560.00	\$ 35.00	\$ 14,350.00	\$ 32.00	\$ 13,120.00
36 8" - 90° Bend	3	EA	\$ 225.00	\$ 675.00	\$ 400.00	\$ 1,200.00	\$ 380.00	\$ 1,140.00	\$ 298.00	\$ 894.00
37 8" x 8" x 8" Tee	1	EA	\$ 748.00	\$ 748.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 337.00	\$ 337.00
38 8" x 8" x 4" Tee	1	EA	\$ 360.00	\$ 360.00	\$ 425.00	\$ 425.00	\$ 423.00	\$ 423.00	\$ 287.00	\$ 287.00
39 8" x 4" Reducer	1	EA	\$ 362.03	\$ 362.03	\$ 300.00	\$ 300.00	\$ 250.00	\$ 250.00	\$ 272.00	\$ 272.00
40 4" x 3" Reducer	2	EA	\$ 251.58	\$ 503.16	\$ 200.00	\$ 400.00	\$ 225.00	\$ 450.00	\$ 256.00	\$ 512.00
41 4" x 2" Reducer	1	EA	\$ 251.58	\$ 251.58	\$ 175.00	\$ 175.00	\$ 228.00	\$ 228.00	\$ 254.00	\$ 254.00
42 4" Tee	2	EA	\$ 360.00	\$ 720.00	\$ 250.00	\$ 500.00	\$ 357.00	\$ 714.00	\$ 275.00	\$ 550.00
43 4" - 90° Bend	1	EA	\$ 305.00	\$ 305.00	\$ 200.00	\$ 200.00	\$ 306.00	\$ 306.00	\$ 255.00	\$ 255.00
44 4" Gate Valve and Box	1	EA	\$ 1,250.00	\$ 1,250.00	\$ 1,150.00	\$ 1,150.00	\$ 966.00	\$ 966.00	\$ 1,285.00	\$ 1,285.00
45 3" - 45° Bend	1	EA	\$ 305.00	\$ 305.00	\$ 200.00	\$ 200.00	\$ 177.00	\$ 177.00	\$ 200.00	\$ 200.00
46 3" PVC Potable Watermain	375	LF	\$ 11.04	\$ 4,140.00	\$ 15.00	\$ 5,625.00	\$ 32.00	\$ 12,000.00	\$ 28.00	\$ 10,500.00
47 3" Water Service Connection to Buildings	3	EA	\$ 472.48	\$ 1,417.44	\$ 1,500.00	\$ 4,500.00	\$ 600.00	\$ 1,800.00	\$ 2,315.00	\$ 6,945.00
48 4" Water Connection to Existing Fire Service	1	EA	\$ 500.00	\$ 500.00	\$ 2,500.00	\$ 2,500.00	\$ 863.00	\$ 863.00	\$ 2,425.00	\$ 2,425.00
49 4" Water Service Connection to Buildings	1	EA	\$ 400.00	\$ 400.00	\$ 2,500.00	\$ 2,500.00	\$ 863.00	\$ 863.00	\$ 2,435.00	\$ 2,435.00
50 3" 90° Bend	1	EA	\$ 33.13	\$ 33.13	\$ 200.00	\$ 200.00	\$ 167.00	\$ 167.00	\$ 216.00	\$ 216.00
51 3" Gate Valve and Box	2	EA	\$ 914.27	\$ 1,828.54	\$ 850.00	\$ 1,700.00	\$ 792.00	\$ 1,584.00	\$ 1,055.00	\$ 1,055.00
52 3" Tee	1	EA	\$ 400.00	\$ 400.00	\$ 250.00	\$ 250.00	\$ 181.00	\$ 181.00	\$ 245.00	\$ 245.00
53 2" PVC Potable Watermain	45	LF	\$ 9.00	\$ 405.00	\$ 15.00	\$ 675.00	\$ 28.00	\$ 1,260.00	\$ 11.15	\$ 501.75
54 2" Water Service Connection at Building	1	EA	\$ 400.00	\$ 400.00	\$ 1,500.00	\$ 1,500.00	\$ 421.00	\$ 421.00	\$ 1,911.00	\$ 1,911.00
55 Miscellaneous fittings	1	LS	\$ 1,500.00	\$ 1,500.00	\$ 7,500.00	\$ 7,500.00	\$ 5,000.00	\$ 5,000.00	\$ 12,185.00	\$ 12,185.00
56 Concrete Marker - 8" Diameter x 18"	51	EA	\$ 45.00	\$ 2,295.00	\$ 125.00	\$ 6,375.00	\$ 468.00	\$ 23,868.00	\$ 280.00	\$ 14,280.00
57 RFID Electronic Marker Locator Ball	51	EA	\$ 35.00	\$ 1,785.00	\$ 75.00	\$ 3,825.00	\$ 16.00	\$ 816.00	\$ 28.00	\$ 1,428.00
58 Data & Communication Communication Conduit (4")	3,700	LF	\$ 15.00	\$ 55,500.00	\$ 16.00	\$ 59,200.00	\$ 15.00	\$ 55,500.00	\$ 15.00	\$ 55,500.00
59 Directional Bore - 4" Conduit (2 @ 50')	100	LF	\$ 60.00	\$ 6,000.00	\$ 30.00	\$ 3,000.00	\$ 50.00	\$ 5,000.00	\$ 65.00	\$ 6,500.00
59 Surface Marker	10	EA		\$ -	\$ 75.00	\$ 750.00	\$ 25.00	\$ 250.00	\$ 205.00	\$ 2,050.00
60 Communication Vault	14	EA		\$ -	\$ 1,500.00	\$ 21,000.00	\$ 1,500.00	\$ 21,000.00	\$ 2,440.00	\$ 39,760.00

LSSC Utility Infrastructure Phase 2 Water Sewer

Bid Recap

	Description	QTY	UNIT	SEI Construction Estimate		LOW BID		Cathcart Construction		HIGH BID	
				UNIT COST	TOTAL COST	Hartman Civil Construction Co., Inc. UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	Jaret Construction dha WD Site Development UNIT COST	TOTAL COST
61	Sanitary Sewer, 8" PVC SS Pipe	955	LF	\$ 15.00	\$ 14,325.00	\$ 50.00	\$ 47,750.00	\$ 50.00	\$ 47,750.00	\$ 7.60	\$ 7,256.81
62	6" PVC SS Laterals	150	LF	\$ 12.50	\$ 1,875.00	\$ 40.00	\$ 6,000.00	\$ 17.00	\$ 2,550.00	\$ 5.50	\$ 825.00
63	Sanitary Sewer Manhole	3	EA	\$ 2,000.00	\$ 6,000.00	\$ 4,500.00	\$ 13,500.00	\$ 4,300.00	\$ 12,900.00	\$ 3,700.00	\$ 11,100.00
64	Landscaping & Irrigation Irrigation & Repair existing affected by	1	LS	\$ 3,500.00	\$ 3,500.00	\$ 4,200.00	\$ 4,200.00	\$ 5,000.00	\$ 5,000.00	\$ 9,000.00	\$ 9,000.00
65	Landscaping - Remove and replace existing	1	LS	\$ 2,100.00	\$ 2,100.00	\$ 5,218.00	\$ 5,218.00	\$ 7,500.00	\$ 7,500.00	\$ 40,500.00	\$ 40,500.00
66	Sod - Argentine Bahia	7,400	SY	\$ 2.44	\$ 18,056.00	\$ 2.75	\$ 20,350.00	\$ 3.75	\$ 27,750.00	\$ 3.20	\$ 23,680.00
				Bid \$ 429,622.64		Bid \$ 687,388.00		Bid \$ 877,928.00		Bid \$ 1,181,283.56	