

**DISTRICT BOARD OF TRUSTEES  
LAKE-SUMTER STATE COLLEGE  
LEESBURG  
January 18, 2023**

**PRESENT:** Mr. Bret Jones, Board Chair, Ms. Jennifer Hooten, Vice Chair, Dr. Heather Bigard, President, Board Members: Mr. David Hidalgo, Mr. Bryn Blaise, Ms. Ivy Parks, Mr. Tim Morris, Mr. Pete Wahl, and Board Attorney Ms. Anita Geraci-Carver.

**ABSENT:** Ms. Emily Lee, Board Member.

**CALL-TO-ORDER:**

The workshop on Allied Health programs was called to order by Chairman Bret Jones at 4:02 p.m. on January 18, 2023, at the Leesburg campus. Ms. Jessica Shearer, Dr. Joseph Mews, Ms. Kristie Harris, and Dr. Laura Byrd provided a presentation on the overall status of Allied Health programs.

The regular meeting of the District Board of Trustees, Lake-Sumter State College, was called to order by Chairman Bret Jones at 5:00 p.m. on January 18, 2023, at the Leesburg campus. Mr. Jones welcomed those in attendance and invited them to join in the Pledge of Allegiance followed by a moment of silence.

**PUBLIC COMMENT:**

No Public Comment cards were submitted for the meeting.

**CONSENT CONSIDERATIONS:**

***MOTION to approve, Mr. Pete Wahl, SECOND, Mr. Bryn Blaise, motion passed.***

**SCHEDULED INFORMATION REPORTS:**

President Bigard presented her report.

- Ms. Karen Hogans officially accepted the role of Vice President of Academic Affairs.
- Mr. Thom Kieft was selected as Chair of the South Lake Chamber.
- Funding for Mental Health will be available in the coming year towards programs that help the increasing mental health concerns nationally.
- Increasing efforts are being made to help students conquer struggles in Math.
- President Bigard will be traveling with Ms. Karen Hogans and Dr. Amy Albee to the Higher Learning Commission conference in preparation for the College's accreditation changes in 2027.

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- Mr. Nick Kemp is working on technology and advancement upgrades on each campus.
- The College is continuing to create a culture that is best for students and employees to succeed.
- The College called attention to the Governor's letter for requests on DEI and CRT and responded to the request with two items to report.
- The College called attention to the Florida House of Representatives letter for requests on DEI and the response submission is currently underway.
- The College called attention to the statement from the Council of Presidents for the requests on DEI and submitted a response collectively.

Dr. Joseph Mews, VP of Enrollment and Student Affairs, presented the following items:

- Spring 2024 enrollment is up from Fall 2023 with an 8% increase from Spring 2023.
- There is an aggressive strategic plan for engagement of student enrollment.
- Department implemented a multi-service model for student success, with reshaping the staffing model for in-person interactions and reorganized the online interface for student interactions.

Ms. Karen Hogans, VP of Academic Affairs, presented the following items:

- Human Resources Management program will now be under the Bachelor of Applied Science in Strategic Leadership.
- Three full-time faculty members were recently hired.
- The Dedicated Education Unit at AdventHealth is progressing and expanding.
- Math success rates are still a struggle but there are collaborative efforts being made to help students succeed in Math.

Dr. Laura Byrd, VP of Institutional Advancement

- The Annual Campaign kick-off was a huge success and Foundation Fundraising have raised \$145,000 so far towards their goal of \$200,000.
- Working on a CDL grant for the new Eustis location to offer CDL programs.
- The Allied Health grant has been completed.
- The 37<sup>th</sup> Annual Foundation Gala event is scheduled for April 14<sup>th</sup>.

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

Mr. Bryn Blaise presented the report for the Facilities Committee Meeting.

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

Ms. Jennifer Hooten presented the report for the Student Engagement Committee Meeting.

Mr. David Hidalgo presented the report for the Strategic Planning Committee.

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

**NEW BUSINESS:**

**0123-18 – CAGAN CROSSINGS LEASE**

The lease agreement with Cagan Crossing Town Center was provided to approve the lease of space for 7 years securing 4,800-square-feet in the Cagan Crossing Town Center.

***MOTION to approve the Cagan Crossing Town Center lease agreement, Mr. Pete Wahl, SECOND, Mr. David Hidalgo, motion passed.***

**0123-19 – PINECREST ACADEMY LEASE ADDENDUM**

The Pinecrest Academy Lease Addendum was provided to request an extension of the facility use for one more academic year, no additional space has been requested.

***MOTION to approve the lease addendum, Mr. Tim Morris, SECOND, Ms. Jennifer Hooten, motion passed.***

**0123-20 – AWARDING OF ARCHITECTURAL SERVICES**

Ms. Kristie Harris provided three architectural firms who were selected to complete miscellaneous projects for the College with budgets not exceeding \$4 million.

***MOTION to approve the three architectural services, Mr. Tim Morris, SECOND, Mr. Pete Wahl, motion passed.***

**0123-21 – Accreditation Update**

Ms. Karen Hogans provided information on steps to transition to a new accreditation agency by January 2027 with Higher Learning Commission. This item was for discussion purposes only.

**0123-22 – PURSUE HSCA EXPANSION INTO NORTH LAKE**

Dr. Joseph Mews presented the enrollment demand for the need to expand the HSCA program into North Lake beginning Fall of 2023.

***MOTION to approve HSCA expansion into North Lake, Mr. Pete Wahl, SECOND, Mr. David Hidalgo, motion passed.***

**0123-23 - SPORTS BUSINESS PROGRAM**

Ms. Karen Hogans provided updates on the Sports Business Program for discussion. The District Board of Trustees asked that the program be re-worked and tailored toward workforce education. This item was for discussion purposes only.

**0123-24 – CAPITAL IMPROVEMENT PLAN PRIORITY UPDATE**

President Bigard and Mr. Thom Kieft provided updates on the Capital Improvement plan with the new construction of the Workforce Development Center on the Leesburg Campus becoming the top funding priority.

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***MOTION to approve the Capital Improvement Plan Priority update where the Workforce Development Center is top priority, Mr. Bryn Blaise, SECOND, Mr. Pete Wahl, motion passed.***

**0123-25 – LEGISLATIVE BUDGET REQUEST**

Ms. Kristie Harris provided the legislative budget request for construction of a 50,000-square-foot, 2-story facility on the Leesburg Campus that will replace the existing Leesburg Campus Library and two other outdated and dilapidated buildings. The request for new construction is for support in the development of the Workforce Development Center at the Leesburg Campus. ***MOTION to approve the Legislative Budget Request for \$17.5M in state support of the Workforce Development Center on the Leesburg Campus, Mr. Pete Wahl, SECOND, Ms. Jennifer Hooten, motion passed.***

**OTHER CONSIDERATIONS:**

The next regular meeting is scheduled for February 15, 2023 at the Sumter Center.

The meeting was adjourned at 6:37 p.m.

**ATTEST:**

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Mr. Bret Jones, Board Chair

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Dr. Heather Bigard, Secretary/College President

Recording Secretary: Kailyn Wurm