



Lake Sumter  
State College

## **INCLUSIVE WEBSITE EXPERIENCE**

Lake-Sumter State College is committed to ensuring that all students and visitors, including persons with disabilities, are able to access and use all of our services, programs and activities. We recognize that many individuals are increasingly using our website to access information and obtain services.

We understand that website users who have disabilities may use the website with the assistance of technology, including screen readers, captioning, transcripts, and other auxiliary aids and services. We are committed to providing all website users with information about our services and alternative ways we can offer these services.

Lake-Sumter State College is committed to making our websites accessible to all audiences. We are continually seeking solutions to improve LSSC.edu. Our website offers a wide range of information, and we recognize that for users with disabilities, some material on our site may pose challenges. If there are changes we can make to our website to make it easier to use, or if you encounter material or services that you cannot access, please let us know. Your feedback helps us to identify areas where we can improve.

We strive to ensure that our website will comply with Web Content Accessibility Guidelines (WCAG) put forth by the World Wide Web Consortium (W3C), but recognize that alternatives to using the website should be available in the event that a user with a disability encounters a problem using our website.

If you are unable to access information or documents posted on this website, please send us an email at [websupport@lssc.edu](mailto:websupport@lssc.edu) with as much of the following information as possible:

- Your name
- Your phone number
- Your email address
- The date and time you encountered the problem
- The web page or address where the problem occurred
- What occurred or what you were unable to do
- Any error messages you received.

**DISTRICT BOARD OF TRUSTEES  
LAKE-SUMTER STATE COLLEGE  
LEESBURG, SUMTERVILLE, CLERMONT  
MARCH 27, 2019**

The regular meeting of the District Board of Trustees, Lake-Sumter State College, was called to order at 5:00 p.m. on March 27, 2019 in the Student Services Board Room at the Leesburg Campus, by Mr. Peter Wahl, Board Chairman. In attendance was Mr. Bryn Blaise, Mrs. Marcia Butler, Jennifer Hill, Jennifer Hooten, Bret Jones, Emily Lee, 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**

Dr. Wymer recognized Heather Elmatti and Amber Karlins for their roles in planning the TEDx event that was held on February 15<sup>th</sup>.

**CONSENT CONSIDERATIONS- ACTIONS and ACKNOWLEDGEMENTS**

Ms. Lee moved and Mrs. Hill seconded the motion to approve as presented agenda items number 409 through 424 as follows:

**Minutes of February 19, 2019 Regular Board Meeting**  
*2019-409*

**Curriculum Revisions**  
*2019-410*

**Human Resources Transactions**  
*2019-411*

**Appointments of:**

Brandon Smith	(effective date 08/13/2019)
Jessica Terrell	(effective date 08/13/2019)
Jeanne Battersby	(effective date 03/25/2019)
Luis Pelegrin	(effective date 04/01/2019)

**Resignation of:**

Diana Billingham	(effective date 04/04/2019)
Kelly Fitzwater	(effective date 04/05/2019)
Kimberly Ormiston	(effective date 02/14/2019)

**Monthly Fiscal Report for February 2019**  
*2019-412*

## **Facilities Update**

2019-413

## **Purchases over \$25,000**

2019-414

## **Sumter County Schools Partnership Agreement**

2019-415

## **Workforce Articulations**

2019-416

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

## **SCHEDULED INFORMATION REPORTS**

### **President’s Update**

2019-417

Dr. Sidor reported that he is pleased with the work that Sunrise Consulting Group is doing on behalf of the college.

Dr. Sidor gave an update regarding the legislative session:

- On March 22, both the house and senate released their budgets, the house called for base funding same as last year with \$14 million system wide in performance funding. This is a \$4 million dollar increase over the prior year. The make-up of these funds has \$4 million coming out of our pocket.
- The Senate released a budget with a \$55 million increase for the Florida College System year over year. This is comprised from compression funding, additional performance funding, some dual enrollment funding changes, and lottery funding.
- Senator Stargel put \$100,000 place holder for HB2625 Safety and Security Upgrades, plus \$220,000 PECO funding for Safety Panel upgrades. These requests have made it to the Senate Committees, we still need to make it to the House Committee. No significant increase in PECO funding.
- He reported that he is currently watching two specific bills very closely. They are HB7051/SB1744 which looks at DSO or public exemption records, establish thresholds for approval of purchases, acquisitions, projects and issuance of debt, and annual training for Trustees . HB189/SB1342 post-secondary education for secondary students.

He will keep the board updated on all legislative issues. He encouraged everyone to reach out to the house and senate and thank them for their support.

### **Claire Brady**

Dr. Brady gave a division update. She introduced the new Director of Student Life

Jennifer Unterbrink. She also announced the two commencement speakers for the May ceremony are Albert Manero II, President of Limitless Solutions and Catherine Stempien, President of Duke Energy, Florida.

She also reported on the Maxient software and included a full detailed report in each packet.

She updated the board on the Grand Opening on the Veterans Lounge at South Lake on May 13 at 3 p.m.

She included a detailed report in the packet.

She introduced Kevin Yurasek to discuss our new mascot launch. Kevin reported that after a lengthy search we found a premier Canadian company to produce the suit. We will be looking for two handlers and a survey was sent out to vote on the name. The Athletics Department, Foundation, and Follett are working together to fund the scholarship for the handlers. The name will be revealed on Friday afternoon.

### **Doug Wymer**

Dr. Wymer reported that Greg Bridgeman, Instructor of Criminal Justice and Criminal Justice Program Manager has been elected President of the American Criminal Justice Association. This is a national-level position of this organization that is composed of nearly 150 active chapters across the nation.

On Monday, March 25, 2019, LSSC student nurses who will graduate in May were treated to our first Student Professional Development Day (SPD Day) held in our Health Sciences Building. Speakers included Carol C. Schriefer, J.D., partner in The Healthcare Law Firm, who shared valuable advice on how to protect the nursing license, The Venerable Kristen Alday, MAC, Archdeacon of the Central Florida Episcopal Dioceses, who offered her expertise on dealing with grief in the healthcare environment, and Carol Rumsey, Assistant Director for Hospital & Professional Relations at TransLife Organ & Tissue Donation Services. Comments from students were extremely positive and included statements, such as “this was the best program we have had in our two years” and “this was something that really applied to us at this point in school”.

Congratulations are due to Betti McTurk, Assistant Professor of Computer Science, for completion of her doctoral degree. She successfully defended her dissertation on March 8. Dr. McTurk has served the college since 2011 and currently teaches in the Computer Information Technology program. She earned her degree from Capella University in Information Security and Assurance and her dissertation topic is *Forensics Professionals' Views on the Lack of Standards in the Digital Forensic Field*.

Jackie Pierce, Assistant Professor of English, has qualified for the AFC Professor of the Year semi-finals based upon the written nomination packet. The competition will take place in St. Petersburg at the AFC Conference on Teaching and Learning. The semi-finals will be held on April 3 and the finals are scheduled for April 5 at the same meeting.

Sandy McShane, Senior Manager of Baccalaureate and Workforce Programs, has been elected as a Board Member for the Florida Career Pathways Network (FCPN). FCPN is an organization of over 300 that includes educators and workforce development partners involved in the

advancement of Career Pathways, Career & Technical Education, and other related education reform initiatives. FCPN collaborates with secondary, post-secondary, workforce, adult educational practitioners and leaders, administrators, and business partners to ensure all students acquire the academic and technical skills needed to be “college and career ready” and to be prepared for the high-skill, high-wage, high-demand occupations of the 21st Century.

The 33<sup>rd</sup> Annual Mathlympics, sponsored by LSSC and coordinated by the LSSC Math faculty and staff, will be held in the Leesburg Campus gym on Friday, April 5, beginning at noon. The competition will be attended by Lake County and Sumter County high school students and their teacher. Teams will work together to complete a set of math problems from the areas of Geometry, Trigonometry, Probability and Statistics, Algebra, and Calculus with trophies awarded to the top four teams.

Open Educational Resources or OER represent a considerable savings for students when employed in place of a traditional textbook. A group of four faculty and administrators represented LSSC at the OER summit this past February to collaborate with speakers, workshop facilitators, and other attendees about best practices for OER integration that can be shared with LSSC faculty. This idea is gaining momentum so expect to hear more on this as we explore OER resources that will save students money.

The Notice of Intent for the Bachelor of Science in Secondary Education will be mailed to the Chancellor’s office early next week. This will start the mandatory 100 day waiting period before the full proposal will be submitted that will ultimately be considered by the Board of Education.

### **Heather Bigard**

Dr. Bigard thanked Rebecca Nathanson for travelling to Tallahassee to serve on a panel to talk specifically about campus safety.

She also reported that our current college controller has tendered her resignation and we are currently looking for an AVP for that area.

Pam Fletcher has been named the Director of Human Resources. She has served as the Interim for several months.

Doug Guiler completed a comprehensive review of the copier lease program. A new vendor and modification to our inventory will yield nearly \$100,000 in annual savings.

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

### **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 close on March 31 for the Summer Semester. We currently have 92 completed applications and 108 pending completion.

A special performance by Tony Pace, a comedian, who performs crazy & fun impressions and has an incredible voice is scheduled 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 LSSC Foundation Annual Campaign has raised \$105,526. 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. The Board of Trustees are almost there at 75%. Please consider making your gift today. We truly appreciate all you do.

The 34<sup>th</sup> Annual Gala preparations are under way as we prepare for the best gala yet! As of today, 34 area businesses have committed to sponsorships totaling \$64,750. We have \$16,000 more in sponsorships over last year! Special thanks to everyone who helped make this possible.

Together with sponsorships, we've sold over 34 tables for a total of 276 guests attending to date. If you've not yet submitted your guest list to Kathy, please do so by the deadline of April 5.

The Shamrock Shuffle 1 mile/5K/8K was held on March 16, 2019 on the South Lake Campus. The race finished with 177 runners—a sixty percent increase over last year. This event has great potential. Please think about sponsors for next year!

A scholarship dinner is scheduled for tomorrow evening at 6pm on the Leesburg campus. This is a great 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**

*2019-419*

Mrs. Geraci-Carver reported that the college United Faculty of Florida will commence contract negotiations on April 2, 2019.

She also reported that PERC has affirmed the Union Unit, and it has been turned over to the elections division and anticipate the scheduling elections for this bargaining unit.

A complete report is in each packet.

## NEW BUSINESS

### Course Fee Adjustment (consumables)

2019-420

Dr. Bigard reported that a copy of the fee adjustments are in each packet and she recommended for approval from the board to the reduce fees in 22 classes (art, nursing, science, and workforce) and conversely approve the adjustment of courses in 23 in the same areas, but for other reasons.

Emily Lee made a motion to approve the course fee adjustments and Marcia Butler seconded and motion carried. The motion was passed with the following vote: Voting “yea” – Blaise, Butler, Hill, Hooten, Jones, Lee, Morris, and Wahl.

### Faculty Contracts

2019-421

Dr. Wymer presented a list of faculty for promotion, continuing contracts, and annual contract faculty renewals.

Tim Morris made a motion to approve all faculty promotions and contracts as presented and Bret Jones seconded and motion carried. The motion was passed with the following vote: Voting “yea” – Blaise, Butler, Hill, Hooten, Jones, Lee, Morris, and Wahl.

### Summer 2019/Four Day Work Week

2019-422

Dr. Sidor requested the board’s approval for the modified summer work schedule-four day work week. Employees will average 8 hours and 45 minutes per day for four days, working a total of 37.5 hours each week.

Marcia Butler made a motion to approve the four day work week starting May 6- July 26, 2019 Bryn Blaise seconded and motion carried. The motion was passed with the following vote: Voting “yea” – Blaise, Butler, Hill, Hooten, Jones, Lee, Morris, and Wahl.

### Institutional Fees

2019-423

Dr. Bigard asked the board to review and consider a fee increase. She provided a detailed report of all student tuition and fees. The fee that she would like the board to consider is a security fee. It is not a fee that is currently in statute. A per student Campus Safety fee would provide needed dollars for making safety and security improvements on all campuses and would help to cover recurring costs of campus safety. Dr. Bigard suggested the \$10 per semester/student level.

After a lengthy discussion a motion was made by Marcia Butler to request a full proposal to be presented at the May board meeting for the \$10 per student/semester that is in compliance with the notification per statute. Jennifer Hill seconded and motion carried.

## **Infrastructure Phase II Bid Approval**

2019-424

Andrew Bicanovsky reported to the board that out of 23 downloads a total of three bids were completed and submitted for the Phase II Infrastructure project. This phase will repair and improve domestic water and sewage lines. The top three buildings that the repairs will affect are Paul P. Williams, Everett Kelly Convocation Center, and the Student Center. The repairs will take approximately 12 weeks to complete.

Andrew recommended to the Board to accept the lowest bid of \$687,388 and award the bid to Hartman Civil Construction Co., Inc. After a lengthy discussion a motion was made by Emily Lee and seconded by Jennifer Hill and motion carried.

### **OTHER CONSIDERATIONS**

#### **As Needed by Chairman/President**

- ✓ Chairman Wahl reviewed the events on the calendar. He announced that the next Board meeting will be on Wednesday, April 17, 2019 at 5 p.m. for the regularly scheduled meeting at the South Lake Campus.

There being no further business, the meeting was adjourned at 6:20 p.m.

Respectfully submitted,

ATTEST:

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Peter F. Wahl, Chairman

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

Recording Secretary: Claudia Morris