

**DISTRICT BOARD OF TRUSTEES
LAKE-SUMTER STATE COLLEGE
LEESBURG, SUMTERVILLE, CLERMONT
November 16, 2022**

PRESENT: Mr. Bret Jones, Board Chair, Dr. Heather Bigard, President, Board Members Mr. David Hidalgo, Ms. Emily Lee, Mr. Bryn Blaise, Ms. Ivy Parks and Board Attorney Ms. Anita Geraci-Carver.

ABSENT: Ms. Jennifer Hooten, Vice Chair, Mr. Tim Morris, and Mr. Pete Wahl, Board Members.

CALL-TO-ORDER:

The regular meeting of the District Board of Trustees, Lake-Sumter State College, was called to order by Chairman Bret Jones at 5:18 p.m. on October 19, 2022, at the South Lake 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.

PRESENTATION OF ATHLETES

Mike Matulia, Executive Director of Athletics, introduced members of the Men's Cross-Country Team and Women's Volleyball Team for recognition of their achievements.

- The Men's Cross-Country Team was a runner up for Region 8 in the National Competition held in Tallahassee, and they finished in 8th place out of 28 teams overall.
- Women's Volleyball finished their season tied with St. Petersburg for 8th place in Region 8.

KAREN BENT APPRECIATION

Dr. Laura Byrd introduced Ms. Karen Bent to the members of the District Board of Trustees. Ms. Bent is a long-time supporter of Lake-Sumter State College, and the manager for three educational trusts. Dr. Byrd, President Bigard and Chairman Jones presented Ms. Bent with an award expressing appreciation for her ongoing support.

CONSENT CONSIDERATIONS:

MOTION to approve, Ms. Emily Lee, SECOND, Mr. Bryn Blaise, motion passed.

SCHEDULED INFORMATION REPORTS:

President Bigard presented her report.

- The College was closed part of last week due to the arrival of Hurricane Nicole. Fortunately, the storm caused no real damage to the College, and we were able to open for normal hours the following Monday.
- LSSC student nurses held their Poster Session in the Magnolia Room on November 3rd, 2022.
The Villages Retired Nurses Club has offered to mentor our student nurses.
- Phi Beta Kapa inducted 28 LSSC students on October 22nd, 2022.
- President Bigard traveled to Tallahassee to support the Men's Cross-Country Team in the National Meet on November 11-12th. The team was runner-up in Region 8 and finished 8th place overall.
- On November 15th, 2022 95 employees were recognized for their length of service at the Employee Service Awards, and new faculty were honored at a New Faculty Reception later in the evening.
- John Shea will travel this week to Panama City as a finalist for AFC Professor of the Year.
- The Legislative Budget session will begin in March 2023. We will be preparing our legislative budget request for submission.
- Senator Dennis Baxley visited LSSC on October 28th, 2022 and was given a tour of the campus. Representative Keith Truenow will also visit LSSC on December 2nd, 2022.

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

- There are 300 students graduating this semester at the upcoming Commencement ceremonies.
- The Leesburg ceremony will be held on the Leesburg campus in the Everett A. Kelly Convocation Center on December 9th, 2022, at 5:00 pm.
- The South Lake campus ceremony will be held on December 13th, 2022, at 5:00 pm at the Clermont Arts & Recreation Center.

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

- John Shea is a finalist for AFC Professor of the Year.
- The most recent National Council Licensure Examination (NCLEX) for Registered Nurses LSSC pass rate is 97%.
- Registration for the spring academic term began October 31st.

Mr. Bret Jones presented the report for the Executive Committee Meeting, and Mr. David Hidalgo presented the Strategic Planning Committee report.

MOTION to allow two virtual meetings before the end of the calendar year, Mr. Hidalgo, SECOND, Ms. Ivy Parks, motion passed.

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

NEW BUSINESS:

1122-11 – SECOND READ – BOARD RULE 7.04 CONSTRUCTION, REMODELING, AND RENOVATION PROJECTS

Chairman Jones suspended the meeting in order to allow public comment regarding this amended Board Rule. Hearing none, the meeting was brought to order.

MOTION to approve, Ms. Emily Lee, SECOND, Mr. Bryn Blaise, motion passed.

1122-12 – REQUEST FOR QUALIFICATION (RFQ NO. 23-01) – CONTINUING CONSTRUCTION MANAGEMENT SERVICES

Two construction firms were selected to complete miscellaneous projects for the College with budgets not exceeding \$4 million.

MOTION to approve the two construction firms, Mr. Bryn Blaise, SECOND, Ms. Emily Lee, motion passed.

1122-13 – THE LSSC FOUNDATION, INC. PRESENTATION

Dr. Laura Byrd gave a presentation to the Board on the 2022 and projected 2023 financials for The Foundation. This was for information purposes only.

1122-14 – THE LSSC FOUNDATION, INC. SLATE OF MEMBERS/OFFICERS

Dr. Laura Byrd presented the 2023 Slate of Foundation Members and Directors.

MOTION to approve, Ms. Ivy Parks, SECOND, Mr. Bryn Blaise, motion passed.

1122-15 – THE LSSC FOUNDATION, INC. BUDGET

Dr. Laura Byrd presented the 2023 Foundation Budget to the Board for their approval.

MOTION to approve, Ms. Emily Lee, SECOND, Mr. Bryn Blaise, motion passed.

1122-16 - THE LSSC FOUNDATION, INC. AUDIT 2021

Dr. Laura Byrd presented the 2021 Audit of the LSSC Foundation, Inc.

MOTION to accept, Ms. Emily Lee, SECOND, Mr. Bryn Blaise, motion passed.

1122-17 – FOUR CORNERS SPACE LEASE

President Bigard and Mr. Thom Kieft brought an initial proposal for leasing classroom and office space in the Four Corners area of Lake County to the Board for their approval.

MOTION to approve the leasing classroom and office space in Four Corners, Mr. David Hidalgo, SECOND, Ms. Ivy Parks, motion passed.

1122-18 – EUSTIS LAND DONATION

The City of Eustis has proposed a four-acre land donation to the College to be considered for use in expanding the CDL and Lineman programs. President Bigard will attend the Eustis City Commission meeting to present the proposal and address the Commission.

MOTION to approve the land donation from the City of Eustis, Ms. Ivy Parks, SECOND, Mr. David Hidalgo, motion passed.

1122-19 – AS DEGREE, RESPIRATORY CARE

A new Allied Health Program, Respiratory Care, has been approved by the Strategic Planning Council and the President's Cabinet. Following a presentation explaining the budget, enrollment and staffing for this program, the District Board of Trustees agreed to approve the program, and requested a workshop on Allied Health Programs.

MOTION to approve the Respiratory Care program, Mr. David Hidalgo, SECOND, Mr. Bryn Blaise, motion passed.

OTHER CONSIDERATIONS:

The next regular meeting is scheduled for January 18, 2023 at the Leesburg campus.

The meeting was adjourned at 7:42 p.m.

ATTEST:

Mr. Bret Jones, Board Chair

Dr. Heather Bigard, Secretary/College President

Recording Secretary: Kelly McLean