



Lake Sumter
State College

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

Leesburg, Sumterville, Clermont

November 28, 2018

The regular meeting of the District Board of Trustees, Lake-Sumter State College, was called to order at 5:00 p.m. on November 28, 2018 in Board Room 327 at the South Lake Campus, by Mr. Peter Wahl, Board Chairman. In attendance was Mr. Bryn Blaise, Mr. Bret Jones, Ms. Emily Lee, Jennifer Hill, 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.

Mr. Jones reported he needed to leave by 5:30 p.m.

PRESENTATIONS ATHLETICS DEPARTMENT

Mike Matulia announced the Region 8, Division 2, NJCAA Champion for 2018. This is the first time in school history that one of our teams have earned their way to a national championship. The team ended 11th place in the nation.

He introduced head coach Amanda Phelps. Dr. Bigard read and presented a resolution in Amanda Phelps honor and each team member.

**DISTRICT BOARD OF TRUSTEES
RESOLUTION IN HONOR OF
THE 2018 LSSC WOMEN'S VOLLEYBALL TEAM**

November 28, 2018

WHEREAS, the 2018 Women's Volleyball Team finished the season with a record of 16-14, defeating four nationally ranked teams and winning their first regional and district championship; and

WHEREAS, the 2018 Women's Volleyball Team advanced to the NJCAA Division II National Championship, winning one of three games, and placing 11th overall in the nation; and

WHEREAS, the 2018 team included the following outstanding student-athletes: Talyn Allard, Amanda Berez, Chloe Campbell, Katie Carpenter, Olivia Diggs, Hailey Franklin, Emma Gray, Gabriela Hernandez, Casey James, Kameron Johnson, Jasmine Kimpel, Star Lakin, Kitana Lim, Dallas Patterson, and Amber Schwartz; and

WHEREAS, Amanda Phelps, Head Women's Volleyball Coach, was recognized as the FCSAA Region VIII and NJCAA District P Coach of the Year; and

WHEREAS, Emma Gray and Gabriela Hernandez were recognized as 1st Team and Amanda Berez as 2nd team All-Region and All-District performers; and

WHEREAS, Assistant Coaches included Nate Camnitz and Cassidy Cook; and

WHEREAS, Amanda Phelps, Nate Camnitz and Cassady Cook have received the President's Achievement Award for excellence in coaching the 2018 volleyball season; and

WHEREAS, the coaching staff and athletes have consistently demonstrated a commitment to the values of scholarship, sportsmanship, teamwork and service;

THEREFORE, BE IT RESOLVED THAT, the LSSC District Board of Trustees do hereby convey special recognition to the 2018 Women's Volleyball Team, Head Coach Amanda Phelps and Assistant Coaches Nate Camnitz and Cassady Cook for achieving national ranking and congratulate them on an outstanding season. Presented this 28th day of November, 2018.

AFC PROFESSOR OF THE YEAR

Dr. Wymer announced that Brenda Skoczelas competed at the AFC Annual meeting for AFC Professor of the year. Her presentation was titled Standing Waves in Music and can be viewed on the AFC website. We are proud to announce that she has been named the 2018 AFC Professor of the Year. Dr. Wymer read a resolution on honor of Brenda.

DISTRICT BOARD OF TRUSTEES

RESOLUTION IN HONOR OF

BRENDA SKOCZELAS, 2018 AFC PROFESSOR OF THE YEAR

November 28, 2018

WHEREAS, Brenda Skoczelas has earned a Bachelor of Science degree in Mathematics with a Minor in Physics and a Master of Science degree in Physics from Ball State University in Muncie, IN; and

WHEREAS, Brenda Skoczelas has been a valued member of the faculty of Lake-Sumter State College since August 2014; and

WHEREAS, Brenda Skoczelas is a respected member of Lake-Sumter State College's Science Faculty; and

WHEREAS, Brenda Skoczelas is highly regarded by her students as a gifted teacher of Physics and Earth Science through comments such as "She is by far one of the best teachers that I have ever had. She truly cares for and respects her students and does everything she can to help us succeed.", "Ms. Skoczelas is one of the best instructors I ever had at LSSC.", and "She was always enthusiastic about our work and gave great feedback!"; and

WHEREAS, Brenda Skoczelas has embraced quality online instruction and has earned external Quality Matters certification for her online ESC1000 course; and

WHEREAS, Brenda Skoczelas has actively supported the College through service including the Community Partnership and Outreach Committee, the Honors Program workgroup, and TEDxLSSC; and

WHEREAS, Brenda Skoczelas delivered an inspirational presentation at the 2017 TEDxLSSC event entitled "Closing the Gender Gap in STEM"; and

WHEREAS, Brenda Skoczelas was named the 2018 Association of Florida Colleges Professor of the Year; and

THEREFORE, BE IT RESOLVED THAT, the LSSC District Board of Trustees do hereby convey special recognition to Brenda Skoczelas for her exceptional service to Lake-Sumter State College and the District Board of Trustees.

TRIO PROGRAM

Dr. Brady reported on the TRIO program which is federally funded by the Department of Education. She introduced Nicole Duslak to give a detailed report on TRIO.

Lake-Sumter host two of the three TRIO programs Upward Bound and Talent Search. We have had these programs for almost 20 years. Together these two programs service 677 students in Lake and Sumter County.

She reviewed some program highlights, which are detailed in the report in each packet.

She invited each trustee to the TRIO banquet on April 11 at 6 p.m. and she asked that each trustee participate in sharing their experience with their students.

LAKEHAWK SERVICE DAY

Dr. Sidor introduced Toni Upchurch and she and her committee put together the first Lakehawk Service Day. She reported that over 234 employees at Lake-Sumter employee volunteered at several different organization around Lake and Sumter County. She introduced Chris Leibner and Cynthia Nash who also assisted on the planning committee to help develop this day.

Dr. Sidor read a resolution in honor of Toni and her committee.

DISTRICT BOARD OF TRUSTEES

RESOLUTION IN HONOR OF

INAUGURAL 2018 LSSC DAY OF SERVICE

November 28, 2018

WHEREAS, Toni Upchurch, as chair, and Christopher Leibner and Cynthia Nash, as co-chairs, directed the inaugural LSSC Service Day on October 19, 2018; and

WHEREAS, Toni Upchurch, Christopher Leibner, and Cynthia Nash are valued members of Lake-Sumter State College's speech and science faculty; and

WHEREAS, Toni Upchurch, Christopher Leibner, and Cynthia Nash's leadership in the inaugural event produced approximately 800 hours of service; and

WHEREAS, Toni Upchurch, Christopher Leibner, and Cynthia Nash communicated with and organized 235 LSSC faculty, staff, and students participating in the LSSC Service Day; and

WHEREAS, Toni Upchurch, Christopher Leibner, and Cynthia Nash collaborated with 17 community causes or organizations that benefited from the LSSC Service Day at more than 20 event sites in Lake and Sumter counties; and

WHEREAS, Toni Upchurch, Christopher Leibner, and Cynthia Nash increased the college's presence in the community, broadening its reach and enabling it to better address the needs of LSSC's diverse student population; and

WHEREAS, Toni Upchurch, Christopher Leibner, and Cynthia Nash enriched the collegiate experience for LSSC students and enacted the college’s charge to develop students who are civically engaged and prepared for their careers ahead; and

WHEREAS, Toni Upchurch, Christopher Leibner, and Cynthia Nash orchestrated an inspiring day of outreach, service, and fellowship for faculty, staff, and students; and

WHEREAS, Toni Upchurch, Christopher Leibner, and Cynthia Nash are recognized for their professional achievements in leading the college efforts in the inaugural LSSC Service Day; and

THEREFORE, BE IT RESOLVED THAT, the LSSC District Board of Trustees do hereby convey special recognition to Toni Upchurch, Christopher Leibner, and Cynthia Nash for their exceptional service to Lake-Sumter State College, the District Board of Trustees, and Lake and Sumter County communities.

She has already started preparing the 2019 day of service.

CONSENT CONSIDERATIONS- ACTIONS and ACKNOWLEDGEMENTS (Tab A)

Mr. Morris moved and Mrs. Hill seconded the motion to approve as presented agenda items number 362 through 369 as follows:

Minutes of October 17, 2018 Regular Board Meeting & Workshop **2018-362**

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

Minutes of October 30, 2018 Facilities Meeting Minutes **2018-363**

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

Minutes of November 5, 2018 Strategic Planning Meeting Minutes **2018-364**

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

Human Resources Transactions **2018-365**

Appointments of:

Brandon Smith	(effective date 01/02/2019)
Judtih Haars	(effective date 11/11/2018)
Andrea Brooks	(effective date 11/16/2018)
Gary Jones	(effective date 10/16/2018)
Judith Westbrook	(effective date 11/26/2018)

Resignation of:

William Ponko	(effective date 11/14/2018)
Ariana Muniz	(effective date 11/02/2018)
Jessica Bardt	(effective date 11/01/2018)
Olga Betancourt	(effective date 10/10/2018)

Retirement of:

Carol Henry (effective date 12/31/2018)

Mary Lunsford (effective date 12/31/2018)

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

Curriculum Revisions

2018-366

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

Monthly Fiscal Report for October 2018

2018-367

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

Facilities Update

2018-368

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

Purchases Over \$25,000

2018-369

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

INFORMATION ITEMS (Tab B)

Appointments 2018-19 LSSC Academic & Community Advisory Committees **2018-370**

Mr. Wahl reported that the Community Advisory Committees are in the packet and asked the board to accept as written.

Foundation Budget & Financials

2018-371

Dr. Byrd reported that the Foundation Financials are in each packet and asked if anyone had any questions or concerns. Mr. Wahl asked that the report be accepted as written.

SCHEDULED INFORMATION REPORTS (Tab C)

President’s Update

2018-372

Dr. Sidor reported that the Association of Florida Colleges hired Southern Strategies as a consultant to represent the Florida College System as its lobbyist. After the election they put together a sketch of what they feel we may or may not expect legislatively. Given the minimal change in the Florida House and Senate the priorities still seem to be the same.

Madeline Purmariega has resigned her position as Chancellor with the Florida College system. With the election of the new governor it is not unheard of.

He spoke with Terry Yoder with T&D Concrete regarding the need for greater coordination and focus Sumter workforce providers and continuing the conversation with others in the community to look at how we can consolidate and provide a single voice for workforce growth in Sumter County.

He had a good meeting David Booth, Combat to Careers for Veterans regarding grant development. Dr. Sidor and Thom Kieft gave him a tour of our math emporium and how we can assist his people with math courses. Dr. Brady is also working with him on coordinating our advising. Mr. Booth has a direct link to Washington and needs more information to create this broader relationship.

Dr. Sidor and Dr. Culpepper are working together with Steamrollers Studio to discuss a joint program with being their educational provider for animation and game development.

Claire Brady

Dr. Brady reported that they are really focusing their attention on spring enrollment campaign. They are continuing to do the things that are working are such as auto calling campaign, emails, and social media. We are working on our current student encouraging them to enroll early by doing this our spring enrollment has increased significantly. They are also working on a Stop Out Campaign these are students who took a break and needs a reminder to come back to school. Also trying to encourage marketing through social media and geo targeting specific locations, mainly hospitals and other helath care locations for our RN to BSN program.

She announced some of the events they have visited and impacted members of the community at these events. She shared that a detailed report for the entire Student Affairs is located in each packet.

Doug Wymer

On 8 November 2018, LSSC Physics instructor Brenda Skoczelas competed for the AFC Professor of the Year award with her presentation entitled, "Standing Waves and Music". Her presentation can be viewed on LSSC's AFC Facebook page. I am pleased to announce that Ms. Skoczelas was chosen as the 2018 AFC Professor of the Year! LSSC faculty have won the statewide AFC Professor of the Year competition in back-to-back years and in 4 of the last 10 years.

Many other honors were earned by LSSC at the AFC meeting. Thom Kieft, AVP of general studies, was named first runner up for the Leadership Excellence Award and The Platinum Award was awarded to our LSSC AFC Chapter. Mary Heikkinen, Associate Professor of Business Administration, was instrumental, along with the rest of LSSC's AFC board, for our chapter earning this honor. Additionally, Kim Kidd, Title III Grant Manager, and Cynthia Nash, Instructor of Biology were named as AFC Region III unsung heroes. Finally, LSSC was represented by two faculty and two staff presenters at this statewide meeting.

Presenters and Panelists:

1. **Mark Duslak**, Director of Student Development, “The Advisor’s Edict: Caring is a Core Value”
2. **Amber Karlins**, Instructor of English (and 2017 AFC Professor of the Year), “Mastering Mastery Pathways: An Innovative Approach to Increasing Student Success”
3. **Nicole Duslak**, Director of Educational Opportunity Programs, “Leadership Lessons from a Burning Building: What was More Important Than My Stuff Was on Fire?!”
4. **Alissa Sustarsic**, Associate Professor of Mathematics, “Division of Florida Colleges Presents: Success in Math Pathways Re-Design: Lessons from the Florida College System”

A major project has been afoot in Academic Affairs regarding online courses and we have been making excellent progress. Quality Matters is a quality assurance system that includes standards that create a culture of continuous improvement that keeps students engaged in online courses

Our goal is to have all online courses meet the QM standards with an internal review process. New courses are required to be built to these standards, but we have a large number of online courses that were built before this requirement was put in place. The FLVC is moving toward a system of identifying online courses with a quality designation based on such a review, so to remain competitive we need to complete the review of these legacy courses. This semester we have completed review of six courses, have several more in the final stages, and we have identified 15 more for review in the spring. Congratulations to Kelly Cornell (Art Appreciation, Art History, Graphic Design), Dr. James Martin (Astronomy), Amber Karlins (English Composition) and Jeremy Norton (American National Government). This is a collaborative project with eLearning and we appreciate their work in support of this project.

Related to this project, Jackie Pierce, Assistant Professor of English and a QM leader among the faculty, presented at the national QM Connect Conference.

November is our Open Mic Competition month. The competition is organized by the Speech faculty and is sponsored by Student Life. The Open Mic Competition takes place in both Leesburg and Clermont. On November 14, 2018, the competition at the Leesburg campus was well attended and very lively. We had 22 students share monologues, poetry, original verse, and songs. Peter Napoles, Theater Manager and Elizabeth Terranova, Associate Dean of Arts and Letters were the judges of the competition and they were heard to remark on the difficulty of choosing winners. The South Lake open mic competition took place this afternoon.

When we last met I mentioned that the LSSC Children’s Theatre was offering *Alice in Wonderland* and I’m proud to announce that this production of *Alice in Wonderland* has earned an Excellent rating from Florida College System Activities Association as well as the FCSAA Community Service Award. Heather Elmatti, Assistant Professor of Speech, Peter Napoles, Theatre Manager and the cast and crew are to be commended for such an exemplary production! One reviewer wrote: “In all, LSSC’s production of *Alice in Wonderland* was enjoyable and well done. The surrounding community is lucky to have a Children’s Theatre program such as this to bring the joy and wonder of theatre to its young people.” Thanks are due to the cast, crew, and production team for their outstanding work on this production.

Heather Bigard

Dr. Bigard thanked the board for acknowledging the Volleyball Team for their accomplishments. She and Anita Geraci-Carver have been working on two large agreements. The SSC agreement which is our grounds and janitorial service and the other is with Career Source for the occupation of Building M.

The Lake County Commission approved the funding from the Tourism and Development Commission in support of the PFX athletics softball complex. This is our complex that PFX runs, so they approved \$62,500 in support the replacement of five new score boards.

We have been approached and are having conversations with Monteverde Academy as they are connected to the Orlando City B Team and they are working to accommodate their players and host them at the academy. They provide their facilities for the training purposes and are interested in partnering with us to provide the educational services for those who participate in the program.

She shared that a detailed report for the entire Business Affairs is located in each packet.

Committee Reports **Executive Committee**

2018-373

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

Foundation Liaison

The spring scholarship application closed October 31. Three-hundred nineteen students applied. Awards are being made this week.

The LSSC Foundation Board awarded \$25,000 for faculty and staff project grants. Some of the programs funded were Tedx, Kids College, Parent bootcamp, Lending Library, Employer Exploration and multiple science projects.

This weekend, the Foundation Performing Arts will welcome the Florida Ballet for three performances of the Nutcracker, and an additional abbreviated performance on Friday evening for families in our community.

The Foundation was approached by a donor interested in giving a gift to fund a handrail in the Paul P. Williams Auditorium. The railing was installed November 19, with the help of Andrew Bicanovsky, Director of Facilities. We are very appreciative for his help with this project and know the attendees at the Performing Arts Series will be very happy with the upgrade.

The LSSC Foundation Annual Campaign kicked off internally on October 11. It will kick-off for the community beginning at the Annual Board Meeting in January 2019. Please support the Annual Campaign with your gift. The goal is to have 100% of all Board of Trustees, Foundation Board Directors and employees. We truly appreciate all you do for our College and our students.

Gala planning for 2019 is underway. We are very excited and appreciative to Ernie Morris for once again serving as our Presenting Sponsor. You will be receiving more information soon on the Great Gatsby themed event.

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 5K/10K 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.

Facilities Committee

The Facilities Committee met on Tuesday, October 30th and Dr. Sidor brought the committee up to date on the Lake Hall Partnership project. He is discussing a possible partnership with The City of Leesburg and Beacon College. The total project cost is \$6m.

Dr. Sidor updated the group that Mrs. Farish-Hall has decided not to change her father's original intent for the use of the Sumter Center Property. Dr. Sidor sent a letter and placed a call to her accountant whom handles her affairs to see if we can work through her concerns.

Dr. Sidor had a conversation with Michael Pittman about a partnership to bring our health programs closer to the center of the healthcare provider's network in Sumter County. He has a follow up meeting scheduled with him to see how we can make it happen. He would like to position the Sumter Center as a trades and workforce campus, keep moving forward with our line worker, and relay tech programs.

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Dr. Sidor met with Abel Biri and discussed ways in which the college and Advent Hospital could enhance our partnerships. The committee decided to schedule another Facilities meeting inviting Abel Biri to discuss opportunities.

Dr. Sidor is also speaking with LRMC about a potential simulation center partnership. Currently, this is only in a discussion phase.

Dr. Sidor has been meeting with Pastor Jose Elias Gonzales and Commissioner Sean Parks to use the second floor of the Cagan Crossing Library to develop Lake-Sumter courses in the Four Corners Area.

Strategic Planning Committee

Dr. Sidor reported that the committee met and a status report of where we are with the Strategic Plan is located in the packet.

Board Attorney's Report

2018-374

Mrs. Carver reported that the her full report is in the packet and she would be happy to answer any questions.

NEW BUSINESS (Tab D)

Approval of Foundation Board Members/Officers

2018-375

Tim Morris made a motion to accept the names being presented by the Foundation Director for new directors and officers for the LSSC Foundation Jennifer Hill seconded and motion carried.

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

Health Science Collegiate Academy Amendment

2018-376

Dr. Wymer reported that the modification of the agreement will allow the governance committee to step back and let the operations committee run the day to day business. Emily Lee made a motion to accept the changes and Jennifer Hill seconded and motion carried.

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

Cross Country

2018-377

Mike Matulia reported that he submitted a survey to all public high schools in Lake and Sumter County. Basically the team makeup is evenly divided ten boys and ten girls. He also had a workshop with the coaches to work together to promote sports in our area. All result and comments are positive for starting this team. Mr. Matulia reported that he will base the Cross Country from South Lake, which will prompt more support from that end of our county. Mike Matulia asked if approved could he hire a coach immediately in order to complete the recruiting process. The first year the Athletics Department will pay for scholarships for two males and two females.

A motion was made by Bryn Blaise and seconded by Tim Morris to approve the Cross Country Request and the motion carried.

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

Presidents Evaluation

2018-378

Mr. Wahl reported that in each packet is the compilation of the metric for the Presidents Evaluation. The remarks reported by the Board of Trustees are excellent.

A motion was made by Tim Morris to accept the three year contract, rollover of vacation hours, and the increase of deferred compensation Bryn Blaise seconded and motion carried.

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

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 January 16, 2019 at 5 p.m. for the regularly scheduled meeting at the Leesburg Campus.

There being no further business, the meeting was adjourned at 6:50 p.m.

Respectfully submitted,

ATTEST:

Peter F. Wahl, Chairman

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

Recording Secretary: Claudia Morris