



Lake Sumter State College

DISTRICT BOARD OF TRUSTEES

Wednesday, May 17, 2023

Leesburg Campus

Leesburg Campus
9501 U.S. Highway 441
Leesburg, FL 34788

South Lake Campus
1250 N. Hancock Road
Clermont, FL 34711

Sumter Center
1423 County Road 526 A
Sumterville, FL 33585

**Lake-Sumter State College
DISTRICT BOARD OF TRUSTEES**

Agenda

**Wednesday, May 17, 2023
Leesburg Campus**

I. CALL TO ORDER - Chairman Bret Jones

II. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

III. PUBLIC COMMENT

*A Public Comment Card must be submitted to the Recording Secretary at least 15 minutes prior to the start of the meeting.

IV. PRESENTATIONS

Information Security Program Annual Report

V. CONSENT CONSIDERATIONS

0523-01 Approve: Minutes of the April 17, 2023 Facilities Committee Meeting
0523-02 Approve: Minutes of the April 18, 2023 Student Engagement Committee Meeting
0523-03 Approve: Minutes of the April 19, 2023 Regular Meeting
0523-04 Approve: Minutes of the April 21, 2023 Strategic Planning Committee Meeting
0523-05 Acknowledge: Human Resources Staff Changes
0523-06 Acknowledge: Monthly Fiscal Report for April 2023
0523-07 Approve: Purchases over \$65,000
0523-08 Acknowledge: Capital Improvement Projects Report

VI. PRESIDENT'S REPORT

0523-09 President Bigard's Update

VII. VICE PRESIDENT'S REPORTS

0523-10

VIII. COMMITTEE REPORTS

0523-11 Executive Committee - Chairman Bret Jones
Facilities Committee - Mr. Bryn Blaise
Finance and Public-Private Partnerships Committee - Mr. Tim Morris
Strategic Planning Committee - Mr. David Hidalgo
Student Engagement Committee - Mrs. Jennifer Hooten
Foundation Liaison - Mr. Tim Morris

IX. BOARD ATTORNEY REPORT

0523-12 Ms. Anita Geraci-Carver's Update

X. NEW BUSINESS

0523-13 Approve: Tuition and Fee Schedule and Course Fee Changes FY 2023-24
0523-14 Approve: Mission, Vision, and Values
0523-15 Approve: Lake-Sumter State College Strategic Plan 2023-2026
0523-16 Approve: Cagan Crossings Build-out
0523-17 Approve: South Lake Campus Building 1 HVAC Installation and Controls

XI. OTHER CONSIDERATIONS AS NEEDED BY CHAIRMAN/PRESIDENT

XII. ADJOURNMENT

CALENDAR NOTES:

District Board of Trustees Meeting	Wednesday, May 17, 2023 5:00 pm	Leesburg Campus Magnolia Room
Facilities Committee Meeting	Wednesday, June 7, 2023 5:00 pm	Sumter Center Room 4118
District Board of Trustees Meeting	Wednesday, June 21, 2023 5:00 pm	Leesburg Campus Magnolia Room
Strategic Planning Committee	Tuesday, June 27, 2023 4:00 pm	Zoom
District Board of Trustees Meeting	Wednesday, August 16, 2023 5:00 pm	South Lake Campus Board Room 327
LSSC Family Fun Fest	Friday, September 29, 2023	Leesburg Campus

NO BOARD MEETING IN JULY OR DECEMBER

**CONSENT
CONSIDERATIONS**



Lake-Sumter State College
FACILITIES COMMITTEE OF THE DISTRICT BOARD OF TRUSTEES
April 17th, 2023 Minutes

In attendance: Mr. Bryn Blaise, Chair, Ms. Jennifer Hooten, Vice Chair, President Heather Bigard, Mr. Thom Kieft, and Ms. Kailyn Wurm.

Mr. Bryn Blaise, Chair, called the meeting to order at 5:00 pm.

Science-Math Building Envelope Proposal

Mr. Thom Kieft provided the Science-Math Envelope Proposal for the committee to review. The committee was concerned the cost for products to complete the work was too high. The committee decided to not move forward with this proposal for Board approval and request Mr. Thom Kieft to obtain prices from previous vendors.

Facilities Building Roof Proposal – Leesburg Campus

Mr. Thom Kieft provided the Facilities Building Roof Proposal for the committee to review. The committee discussed concerns that the price for the roof proposal may be inflated. The committee decided to approve the proposal.

OEF-Building Condition Form to Raze Building

Mr. Thom Kieft shared the form submitted to the Florida Department of Education for a room condition change building replacement/raze. This item was for informational purposes only.

Cagan Crossings Project

Mr. Thom Kieft shared the signage was installed at Cagan Crossings and at Eustis. The space is getting ready for fall 2023 opening. President Bigard provided an update on the grant application for Eustis.

South Lake Simulation Lab Expansion

Mr. Thom Kieft is working with Spietzel in creating and expanding a respiratory care laboratory at the South Lake Camps. The current nursing simulation lab will be moved in order for expansion.

Mr. Bryn Blaise adjourned the meeting at 5:48 pm.

Respectfully submitted by Kailyn Wurm, Recording Secretary.

Lake-Sumter State College
STUDENT ENGAGEMENT COMMITTEE OF THE DISTRICT BOARD OF TRUSTEES
April 18th, 2023 Minutes

In attendance: Ms. Jennifer Hooten, Chair, Ms. Emily Lee, Board member, President Heather Bigard, and Ms. Kailyn Wurm.

Ms. Jennifer Hooten, Chair, called the meeting to order at 4:38 pm.

Student Survey

The overall response of the student survey was 4%, with 191 respondents and the greatest number reporting accessing most services online. In the future, this data will be connected to student demographic information and provided to the Strategic Planning Council for next steps.

Embedding Financial Literacy in SLS Redesign

Discussed opportunities for a SLS redesign in the future. President Bigard has charged Academic Affairs to begin a redesign of the SLS course that will be more expansive than the current course and include mental and financial health, in addition to skills to academic and career success.

Math Pathways

Discussed the need for significant, beneficial changes for students taking math courses who are not passing. The College and committee may need to think of staffing and a possible course redesign. The committee recognizes there is a critical need now to provide math interventions for students.

Ms. Jennifer Hooten adjourned the meeting at 5:06 pm.

Respectfully submitted by Kailyn Wurm, Recording Secretary.

**DISTRICT BOARD OF TRUSTEES
LAKE-SUMTER STATE COLLEGE
SOUTH LAKE
April 19, 2023**

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

ABSENT: Mr. Pete Wahl, Board Member.

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 5:10 p.m. on April 19, 2023, 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.

LAKE TECHNICAL COLLEGE JOINT PRESENTATION

Dr. Joseph Mews and the team representing Lake-Sumter State College provided a presentation for program pathways between Lake Technical College and Lake-Sumter State College.

CONSENT CONSIDERATIONS:

MOTION to approve, Mr. Tim Morris, SECOND, Ms. Emily Lee, motion passed.

SCHEDULED INFORMATION REPORTS:

President Bigard presented her report.

- Provided a legislative update where the College continues to have funding secured for the Workforce Development Center.
- Congratulated the Beach Volleyball team for competing in the NJCAA tournament this coming weekend.
- Provided updates of recent celebratory events of student athletes and student life awards.
- Gave updates on the College's strategic planning progress in preparation for Board review at the May meeting.

ITEM: 0523-03

- Detailed new programs for Cardiovascular Technology, Business Construction Specialist, Diagnostic Medical Sonography, Elementary Education, Waste and Wastewater Management Technology that are set for discussion later in the meeting.

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.

Dr. David Hidalgo presented the report for the Strategic Planning Committee Meeting.

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

The Board Attorney report was presented by Ms. Anita Geraci-Carver with edits to include the David Walton recent decision.

NEW BUSINESS:

0423-17 – RECOMMENDATION OF CONTINUING CONTRACT OF FACULTY

Ms. Karen Hogans recommends Luana Diamand, James Jackson, and Daniel Weber for continuing contract.

MOTION to approve the continuing contract of faculty members listed, Mr. David Hidalgo, SECOND, Mr. Jennifer Hooten, motion passed.

0423-18 – EQUITY REPORT 2022-2023

President Bigard provided the equity report for review.

MOTION to approve the Equity Report for 2022-2023, Mr. Tim Morris, SECOND, Ms. Emily Lee, motion passed.

0423-19 – TUITION AND FEE SCHEDULE AND COURSE FEE CHANGES FY23/24

President Bigard provided the tuition and fee schedule and course fee changes for FY 23/24. This item is for information purposes only and will be brought for approval at the next Board meeting.

0423-20 – LEESBURG CAMPUS FACILITIES BUILDING ROOF REPLACEMENT

President Bigard recommends the replacement of the facilities building roof.

MOTION to approve the replacement of the facilities building roof, Mrs. Ivy Parks, SECOND, Mr. David Hidalgo, motion passed.

0423-21 – LEESBURG CAMPUS SCIENCE-MATH BUILDING ENVELOPE PROJECT

Mr. Bryn Blaise asked that this item be removed from the agenda for approval as he has requested the College to inquire of a better quote for the Company's services.

0423-22 – ACADEMIC PRELIMINARY NEW PROGRAM REQUEST - CARDIOVASCULAR TECHNOLOGY

President Bigard recommends the approval of further exploration for a cardiovascular technology program.

MOTION to approve further exploration for a cardiovascular technology program, Ms. Emily Lee, SECOND, Ms. Jennifer Hooten, motion passed.

0423-23 – ACADEMIC PRELIMINARY NEW PROGRAM REQUEST – CONSTRUCTION MANAGEMENT

President Bigard recommends the approval of further exploration for a construction management program.

MOTION to approve further exploration for a construction management program, Ms. Jennifer Hooten, SECOND, Ms. Emily Lee, motion passed.

0423-24 – ACADEMIC PRELIMINARY NEW PROGRAM REQUEST – DIAGNOSTIC MEDICAL SONOGRAPHY

President Bigard recommends the approval of further exploration for a diagnostic medical sonography program.

MOTION to approve further exploration for a diagnostic medical sonography program, Ms. Ivy Parks, SECOND, Ms. Emily Lee, motion passed.

0423-25 – ACADEMIC PRELIMINARY NEW PROGRAM REQUEST – TEACHER EDUCATION

President Bigard recommends the approval of further exploration for a BAS in teacher education.

MOTION to approve further exploration for a BAS in teacher education, Ms. Jennifer Hooten, SECOND, Ms. Emily Lee, motion passed.

0423-26 – ACADEMIC PRELIMINARY NEW PROGRAM REQUEST – WASTE WATER MANAGEMENT

President Bigard recommends the approval of further exploration for a waste water management program.

ITEM: 0523-03

MOTION to approve further exploration for a waste water management program, Ms. Ivy Parks SECOND, Ms. Ivy Parks, motion passed.

0423-27 – CHANGING THE LOCATION OF THE MAY 17 BOARD MEETING

President Bigard recommends to change the location of the May 17 Board meeting from South Lake to Leesburg to attend other community events also occurring.

MOTION to approve changing the location of the May 17 Board meeting from South Lake to Leesburg, Ms. Jennifer Hooten, SECOND, Ms. Emily Lee, motion passed.

OTHER CONSIDERATIONS:

The next regular meeting is scheduled for May 17, 2023 at the Leesburg Campus.

The meeting was adjourned at 6:29 p.m.

ATTEST:

Mr. Bret Jones, Board Chair

Dr. Heather Bigard, Secretary/College President

Recording Secretary: Kailyn Wurm

District Board of Trustees

Agenda Item: 0523-05



Human Resources Staff Changes

Background/References

Per the Florida Statute 1001.64 (18), each Board of Trustees shall establish the personnel program for all employees of the Florida College System institution.

Human Resources personnel transactions includes New Hires, Resignations, Retirements, and Separations that are presented to the District Board of Trustees for review.

Summary

Please review attached summary.

Recommendation

It is recommended the District Board of Trustees acknowledge this item as written.

Human Resources Actions

April 04, 2023 – April 30, 2023

New Hires:

Name	Title	Effective Date
Julie Douglas	Events Manager	04/17/2023
Jose Gonzalez	Associate Vice President, Marketing and Public Affairs	04/24/2023
Lalanne Etzer	Helpdesk Administrator	05/01/2023
Manuel Diaz	Computer Technician II	04/17/2023

Staff Status Changes

Name	Change/Title	Effective Date
Lisa Spence	Promotion/Clinical Director, Dedicated Educational Unit	05/08/2023
Daniel Weber	Promotion/Associate Dean, Arts/Humanities & Social/Behavioral Sciences	05/08/2023

Staff Resignations:

Name	Title	Effective Date
Daniel Terry	Manager, Talent Search Program	04/28/2023
Maribel Torres	EOP Program Manager	04/21/2023

District Board of Trustees

Agenda Item: 0523-06



Monthly Fiscal Report for April 2023

Background/References

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 Finance, and is intended to keep the District Board of Trustees apprised of the financial condition of budget and the operating funds of the College.

Summary

The General Operating Budget Fund 1 Report, is attached to this agenda item.

Recommendation

It is recommended that the District Board of Trustees acknowledge this item as written.

Lake-Sumter State College
Fiscal Status Report - Fund 1
General Current Fund
July 1, 2022 through April 30, 2023

	FY 2021-22			FY 2022-23			
						Percent of Budget Earned/ Spent	Projected 6/30/2023
	Annual Budget	4/30/2022		Annual Budget	4/30/2023		
REVENUES & BUDGETED FUND BALANCE							
Student Fees							
Fall							
Tuition	\$ 2,802,600	\$ 2,499,113		\$ 2,520,100	\$ 2,799,869	100%+	\$ 2,799,869
Technology Fees	137,500	124,929		127,100	140,000	100%+	140,000
Distance Learning	225,000	307,635		236,600	300,225	100%+	300,225
Dual Enrollment	323,600	309,586		315,300	364,363	100%+	360,755
HSCA Dual Enrollment	446,550	398,460		398,460	345,790	87%	345,790
Lab Fees	137,800	53,479		158,610	77,283	49%	77,283
Spring							
Tuition	\$ 2,375,100	\$ 2,213,543		\$ 2,253,800	\$ 2,552,205	100%+	\$ 2,526,935
Technology Fees	118,900	110,684		113,100	127,618	100%+	126,354
Distance Learning	187,600	290,625		223,800	291,255	100%+	288,371
Dual Enrollment	424,000	381,278		388,700	430,142	100%+	421,707
HSCA Dual Enrollment	419,070	338,920		357,240	-	-	343,500
Lab Fees	106,700	97,026		134,120	116,847	87%	116,847
Summer							
Tuition	\$ 1,071,900	\$ 979,597		\$ 965,900	\$ 1,062,875	100%+	\$ 1,062,875
Technology Fees	53,400	48,992		48,300	53,148	100%+	53,148
Distance Learning	99,600	139,140		71,400	147,885	100%+	162,511
Dual Enrollment	-	81,985		-	98,685	-	-
Lab Fees	13,200	10,580		26,560	21,779	82%	33,506
Miscellaneous Fees	65,300	107,999		48,800	165,546	100%+	165,697
Youth Development	280,000	36,980		282,000	22,047	8%	282,000
Continuing Education	166,100	351,265		1,189,522	703,915	59%	803,533
Total Student Tuition and Fees	\$ 9,453,920	\$ 8,881,818		\$ 9,859,412	\$ 9,821,476	100%	\$ 10,410,907
General Revenue Operational Support	\$ 13,071,677	\$ 10,893,054		\$ 18,725,937	\$ 15,604,932	83%	\$ 18,725,937
General Revenue Nursing Support	-	13,710		830,059	830,059	100%	830,059
General Rev. Student Success Incentive Initiative	296,654	271,933		359,055	308,093	86%	359,055
State Dual Enrollment Scholarship Program	-	-		-	462,273	-	739,276
Educational Enhancement Support	2,317,578	1,390,548		2,843,909	1,706,346	60%	2,843,909
Miscellaneous State Contracts	100,000	104,133		100,000	-	-	100,000
Federal Support Indirect Cost	100,000	232,465		150,000	70,219	47%	97,526
Foundation Support	110,000	-		111,500	-	-	50,000
Other Contracts	238,000	175,212		759,000	261,917	35%	256,000
Miscellaneous Revenue	30,400	20,688		17,000	28,750	100%+	35,000
Uninsured Loss Recovery (HEERF)	510,500	1,600,153		-	220,100	-	220,100
Total Revenues	\$ 26,228,729	\$ 23,583,714		\$ 33,755,872	\$ 29,314,164	87%	\$ 34,667,768
Transfers In	702,000	27,509		480,000	-	-	480,000
Total Revenues and Transfers In	\$ 26,930,729	\$ 23,611,223		\$ 34,235,872	\$ 29,314,164	86%	\$ 35,147,768
EXPENDITURES							
Personnel Expenditures							
Salaries and Wages	\$ 14,987,926	\$ 11,554,959		\$ 17,809,295	\$ 12,814,481	72%	\$ 16,339,000
Benefits	5,860,265	4,252,205		6,634,657	4,838,465	73%	6,169,246
Lapse Salary and Benefits	(702,500)	-		(913,250)	-	-	-
Current Operating Expenditures	6,230,561	4,617,312		6,962,798	6,156,384	88%	7,692,800
Capital Outlay Expenditures	54,449	15,692		58,000	307,504	100%+	307,504
Contingency	500,000	-		500,000	-	-	-
Total Expenditures	\$26,930,701	\$20,440,168		\$31,051,500	\$24,116,833	78%	\$ 30,508,550
Transfer to Fund Other Funds	-	(42,888)		(3,000,000)	(3,000,000)	-	(3,000,000)
Excess of Revenues over (Expenditures)	\$ 28	\$ 3,128,167		\$ 184,372	\$ 2,197,331		\$ 1,639,219

District Board of Trustees

Agenda Item: 0523-07



Office of the President

Purchases over \$65,000

Background/References

Each month a report is provided to the District Board of Trustees accounting for any purchases that have been approved by the President which fall between \$65,000 and \$195,000. This report is prepared by the Department of Financial Affairs, under the oversight of the Vice President of Finance and Chief Financial Officer, and is intended to apprise the Board of purchases that fall under the authority of the President to approve.

The authorization requiring the President's approval of such purchases is guided by Board Rule 6.09, Purchasing.

Summary

Purchases greater than \$65,000 for the period of 4/01/23 to 4/30/23 are attached.

Recommendation

It is recommended that the District Board of Trustees accept this item as written.

Purchase Orders Over \$65,000 – April 2023

Vendor: Garland DBS
Item Description: Facilities Management Bldg. Roof Replacement - Leesburg Campus
Amount: \$509,385.00
Purchase Order #: P2300563
Vendor Code: X00134126

Vendor: Cart World Golf Carts
Item Description: 2023 Club Car Carryall Golf Carts Qty. (5)
Amount: \$70,313.60
Purchase Order #: P2300564
Vendor Code: CARWOR

Vendor: Ernie Morris
Item Description: Furniture for Cagan Crossings – Four Corners
Amount: \$138,278.45
Purchase Order #: P2300565
Vendor Code: ERNMOR

District Board of Trustees

Agenda Item: 0523-08



Office of the President

Capital Improvement Projects Report

Background/References

The Facilities Department prepares a monthly report on the status of Capital Improvement Projects.

Summary

A report on the status on projects is attached.

Recommendation

It is recommended that the District Board of Trustees acknowledge this item as written.

Capital Improvement Projects 2022-2023			
May 2023 Update			
Project Description	CIP Budget	Expended or PO issued as of 4/30/23	Progress To Date
Safety			
Leesburg Campus Fire Safety Upgrade	\$50,000	\$59,984	Fire Alarm System repairs and replacement of devices currently in progress. New FA Panel install is complete for Student Center.
South Lake Campus Fire Safety Upgrade	\$5,000	\$0	Fire Alarm System repairs and replacement of devices currently in progress.
Critical Life Safety Modifications	\$100,000	\$18,968	Correction work for issues reported on the 2021 and 2023 PDCS Life Safety Inspections continue; including emergency lighting, improving fire panels, strobe lights, and exit signs. Repairs to the South Lake Campus Science-Health Bldg. generator.
Emergency Lighting Repairs	\$40,000	\$30,249	A comprehensive list of fixtures are currently in development for procurement and replacement. Some lighting purchases, repairs, and replacements have been completed.
Roofs			
Facilities Bldg. Roof Replacement	\$525,000	\$512,805	Facilities Roof approved by DBOT-April, PO issued 4/27/23; anticipate construction June - July.
Roof Maintenance and Repairs	\$500,000	\$306,672	Center for Teaching and Learning Roof Restoration completed 3/22/23. Roof walks held April 4 with Garland at Leesburg Campus to plan future repair/replacements. Sumter Campus Bldg-4 Flat Roof walk scheduled with Garland May 9. Leak mitigation/repairs continue through the Dryzone workorder process for SL Bldg. 2, Health Sciences Center, and Student Services Bldg.
William Johnson / Lake Hall	\$400,000	\$0	In Planning. Deferred Maintenance FY 22 Budget allocated for project. Received proposals from Garland April 20 for WJ and LH roofs.
Paving-Grounds			
Sumter Center Irrigation Replacement	\$65,000	\$64,150	New irrigation installation by Dozier completed 9/16/22. Project Complete.
Leesburg Campus Access Road Repaving	\$50,000	\$34,605	Repaving of the access road from College Drive to Parking Lot B on the Leesburg Campus completed 8/5/22.
Tennis Court Resurface	\$30,000	\$0	On Hold.
Leesburg Campus Parking Lot Repair Sealing & Stripe	\$300,000	\$10,700	Some decorative curbing in parking lots are complete in Leesburg and Sumter. Design work needs to be completed on Lots A and B prior to any construction.

Capital Improvement Projects 2022-2023			
May 2023 Update			
Project Description	CIP Budget	Expended or PO issued as of 4/30/23	Progress To Date
New Structure			
South Lake Campus Facilities and Grounds Building Replacement	\$500,000	\$15,941	Design is complete. PDCS courtesy plan review is complete and Building Permit # LSSC22-012 is assigned. Application for Environmental Resource Permit Mods was issued to LSSC by SJRWMD on 4/4/23.
Sumter Center Solar-powered Workforce Instructional Pavilion & Restroom Facility	\$350,000	\$14,823	Design is complete. PDCS courtesy plan review is currently in process and Building Permit # LSSC23-017 is assigned. Bathroom sinks have been received.
Library			
Leesburg Campus Library Roof Replacement	\$795,000	\$0	Roof redesign was in Design Development, now on Hold. The Building Castaldi Analysis Report to raze the Library in lieu of remodel was received 2/22/23 and approved by DBOT in March. Additional State DOE requirements will continue. The Roof Budget will get reassigned if the Library is razed.
Leesburg Campus Library HVAC	\$800,000	\$0	HVAC was in Design Development, now on Hold. The HVAC Budget will get reassigned if the Library is razed.
Leesburg Campus Library Re-purpose/Remodel (LE) Yr 2 of 3	\$2,200,000	\$224,794	Design Development Phase completed 7/1/22. Bid Cost Estimate reviewed 8/19/22 and overbudget. Facilities Board reviewed 8/25/22. Design is on Hold until the formal process to raze a building with State DOE is complete. The Building Castaldi Analysis Report to raze the Library completed 2/22/23 and approved by DBOT in March.
HVAC			
South Lake Campus Cooper Memorial Library HVAC	\$300,000	\$408,093	The new chiller installed during Spring Break and is in operation. There were some issues discovered during start-up currently being addressed with the engineer and contractor. Additional work for the HVAC system is necessary and in planning.
Miscellaneous HVAC Projects	\$500,000	\$346,759	Multiple HVAC projects in progress or completed, including Leesburg Campus Lake Hall, Fine Arts Center, Student Center, Mail Room, and Shipping and Receiving.
Leesburg Campus Cooling Tower Refurbishment & Replacement	\$400,000	\$373,447	Siemens awarded to refurbish two cooling towers and replace two cooling towers. The Cooling Tower Replacement work started Feb 17 with Crane lifts in April. Mechanical and Electrical connections progressed through April with some material delays. Motor Alignment work is scheduled May 12. Refurbish work for the other two cooling towers are targeted to begin in May. Final completion dates (TBD).

Capital Improvement Projects 2022-2023			
May 2023 Update			
Project Description	CIP Budget	Expended or PO issued as of 4/30/23	Progress To Date
South Lake Campus Building 1 HVAC Equipment and Installation	\$250,000	\$292,663	Design is complete. PDSCS courtesy plan review completed and Building Permit # LSSC22-0214 is assigned. Pre-bid meeting was held March 31 . Received remaining HVAC equipment April 3. Some Bids were received April 25. Construction to begin after May 26, final completion is anticipated mid July.
Leesburg Campus Building M HVAC Design and Replacement 40 Ton AHU	\$250,000	\$37,726	Design is complete. Updated Construction Documents were received April 7. PDSCS Plan Review and Project Bids are planned this May. Construction timeline (TBD)
Leesburg Campus Student Center HVAC Design and Replacement	\$250,000	\$0	Design proposal received from Hanson.
Leesburg Campus William Johnson Admin Building HVAC Design and Replacement	\$200,000	\$58,275	Design engineering and site investigations continue. 60% Construction Documents were received April 21.
Leesburg Campus Athletic Director's suite HVAC Design and Replacement	\$200,000	\$0	Design proposal received from Hanson. Anticipate issuing PO to start design in May.
Sumter Center Building 5 HVAC Design and Replacement	\$120,000	\$40,012	Westbrook completed new HVAC installs 10/24/22 - 11/4/22. Demo of existing Bard units and coordinated exterior/interior wall repair work completed April 11.
HVAC Air Quality	\$200,000	\$3,196	Investigation has taken place to either purchase additional air purifiers or air scrubbers, or install UVC in air handler units.
General			
Furniture and Equipment	\$300,000	\$221,748	On going procurement as approved by leadership.
Signage (All campuses)	\$100,000	\$77,793	New illuminated signs for Bldg. M, Facilities, Student Services Building, including AdventHealth DEU signs are installed. Sumter Center Monumental and Sign at corner are complete. South Lake Monumental sign is complete. New lettering for Center for Teaching & Learning installed April 17.
Building Upgrades			
Building Envelope (various)	\$500,000	\$29,850	Raymond assessment report for Leesburg Student Services Bldg exterior facade was received March 31 and in review. Currently seeking additional proposals on state contract to compare with Garland for Leesburg Science-Math Bldg. The Gymnasium exterior wall restoration is in planning for FY23-24. Repairs and new downspouts for South Lake Campus Bldg. 2 Boardroom completed January.

Capital Improvement Projects 2022-2023			
May 2023 Update			
Project Description	CIP Budget	Expended or PO issued as of 4/30/23	Progress To Date
Leesburg Campus Faculty Office Building & Lecture Hall Demolition	\$100,000	\$5,200	Formal process to raze a building with State DOE continues. The Building Castaldi Analysis report was approved by DBOT in March and submitted to DOE/OEF in April with response form the Office of Educational Facilities anticipated in June/July.
Leesburg Campus Student Services Building Refurbish	\$500,000	\$0	Design Development planning is in progress with Spieziele architects; complete schedule (TBD). Some refresh work in planning to proceed.
AdventHealth Waterman DEU	\$650,000	\$592,227	Construction completed. Nursing Students started in Classroom on 8/23/22. Open House Event 9/1/22. Simulation Equipment installs in Lab spaces completed in September 2022. Additional locking door hardware installs are in process with AdventHealth Facilities.
Leesburg Campus Liberal Arts Building Demo	\$150,000	\$9,000	Formal process to raze a building with State DOE continues. The Building Castaldi Analysis report was approved by DBOT in March and submitted to DOE/OEF in April with response form the Office of Educational Facilities anticipated in June/July.
Exterior Painting Projects	\$150,000	\$129,026	Refresh painting is on-going. Exterior painting for the Leesburg Campus William-Johnson Building, Student Center, Lake Hall, Center for Teaching & Learning, and Paint Refresh at the Athletics Concession Stand are all complete. Exterior painting for the Gymnasium scheduled April/May and Student Services Building is in planning.
Interior Painting	\$150,000	\$50,364	Various painting projects on the South Lake Campus including new Veterans Lounge, Bldg. 1 Lobby, and security office. In Leesburg, there has been painting projects completed in Fine Arts, Student Services Bldg., CTL, and Gymnasium.
Leesburg Campus Fine Arts Bldg. Restroom Refresh	\$5,000	\$0	It has been decided to not invest additional funds for these restrooms at this time.
Leesburg Campus Magnolia Restroom Refresh	\$60,000	\$12,415	This project will be completed in the next couple months, following May Commencement. Wall repair work began in the Women's RR late November is complete.
Leesburg Campus Student Services Building - Build ADA Restrooms	\$420,000	\$33,960	Design is complete and PDCS are currently reviewing the design drawings for permitting. The 1st & 2nd floor Restrooms will be renovated simultaneously. Met with Faden Builders 1/27/23 to review the project scope. Construction services to begin once the Construction Manager At Risk Continuing Services contract is awarded to Faden. Construction timeline (TBD).
South Lake Campus Building #2 First Floor Renovation	\$205,000	\$0	Initial Planning meeting held 4/15/21. Including budget in next year's CIP in discussion. Design Services may begin once the Architectural Continuing Services Contracts are awarded.
Leesburg Campus Emerging Media Center (FA)/Auditorium Planning, Design & Development	\$400,000	\$0	Architectural and Engineering proposals are currently on Hold for Fine Arts Masterplan development, including the Auditorium priority.

Capital Improvement Projects 2022-2023

May 2023 Update

Project Description	CIP Budget	Expended or PO issued as of 4/30/23	Progress To Date
South Lake Campus Nursing Simulation Lab Expansion	\$250,000	\$0	Currently in Schematic Design phase for South Lake Campus Science-Health Bldg with design services targeted to complete end of May. Space is targeted to be up and running by Fall 2023.
Leesburg Campus Center for Teaching and Learning Refresh	\$50,000	\$60,322	Project is in progress to refresh the Testing Rooms. Anticipate completion early May 2023. New carpet has been installed in between Spring and Summer sessions in the Library and adjoining offices as well as the testing lab.
Building Envelope (various)	\$300,000	\$0	Deferred Maintenance FY 22 Budget allocated for project.
William-Johnson Bldg Financial Services Refresh	\$100,000	\$101,160	Refresh work including painting and carpet replacement completed early February. New office furniture is on order.
Cagan Crossings	\$1,200,000	\$138,380	Design Services to renovate 4,800 sq.ft. of shell space for 2 classrooms and support space is near complete. Subcontractor Bids were received April 25 and are being reviewed for award. Anticipate Construction to begin in May with 10 weeks duration. Occupancy scheduled early August.
Eustis CDL	\$2,500,000	\$8,568	CDL Expansion in Eustis is in Planning.
	Total:	\$4,329,124	

PRESIDENT'S REPORT





Athletics

Mike Matulia, Executive Director

- The Softball team won the regular season conference 2023 Region 8 Championship for the first time in school history.
- Final Grades for Student-Athletes and 34 Sophomores participated in commencement exercises.
- The Beach Volleyball team placed third at the 2023 National Junior College Athletic Association (NJCAA) Beach Championship held at Hickory Point Beach.
- Athletics Equity/Title IX Report has been completed.

Campus Transformations and Events

Sandra Stephenson, Executive Director

- Supported various events and ceremonies throughout each campus for both the South Lake and Leesburg Block Parties, the Athletic Banquet, Four Corners Information Session, President Bigard's Inauguration, and both the South Lake and Commencement Ceremonies.
- Continues to transform the campus by multiple exterior paintings for Center for Teaching and Learning, Everett Kelly Convocation, along with internal design and renovations of Cagan Crossings and Center for Teaching and Learning.

Government Relations

Bruce Duncan, Contracts Administrator

- Working on various agreements between community partners and the College to further student programs and success.
- Discussed pre-proposal programs for opportunities at the College.

Human Resources

Deborah Franklin, Executive Director

- Focusing on fulfilling new positions created with multiple department reorganizations.
- Continued community outreach by participating in diverse community events to enhance community awareness of full-time, part-time, faculty and student LSSC job opportunities through local & on campus events.



Marketing, Public Affairs, and Strategic Communications

Jose Gonzalez, Associate Vice President, Marketing & Public Affairs

Kevin Yurasek, Executive Director, Strategic Communications

- Published various news article and student/alumni spotlights encompassing the excitement for both Beach Volleyball and Softball teams, student achievements recognized at the 2023 Academic and Student Life Awards, the inauguration of President Heather Bigard, both the South Lake and Leesburg Commencements with Student speakers Isabelle Medlin and Monique Barnes, also guest speakers Noah Williams, and Olympian Kelly-Ann Baptiste. Along with Nurse Pinning Ceremony with guest speaker Dr. Jose Castillo III, Chair of Florida Board of Nursing. All are available at www.lssc.edu/news
- Supported 17 signature events in May with design support, scripts, photography, printed materials, social media coverage, and more.
- Social media statistics continue to soar for April 2023:
 - LSSC social media posts had 263,932 impressions with 5,624 engagements for a rate of 3%.
 - All social posts reached a total of 216,869 people over the month.
 - All accounts have 23,775 fans, an increase of 2% from last month and 142% year-over-year.
 - To date in the first half of 2023, LSSC social accounts had a total of 748,493 impressions with 18,139 engagements and reached a total of 604,970 people.





Lake Sumter
State College

Office of the President

9501 U.S. Highway 441, Leesburg, FL 34788

www.LSSC.edu





Professional and Organizational Development
Deborah Snellen, Executive Director

- Engaged faculty and an expert in conversations of ChatGPT and its implications in education
- Reviewed all submitted fall online courses for faculty and adjuncts in accordance with stipulated online course requirements
- Continued refining the new strategic plan in input from Strategic Planning Council and the divisions of the College
- Attended ACE WN FL Conference in Jacksonville
- Held a POD team retreat to align departmental goals with vision and mission of the College

VICE PRESIDENT'S UPDATES



**Facilities Planning and Operations Division
Update for the President and District Board of Trustees
May 17, 2023**

Thom Kieft, Vice President, Facilities Planning and Operations

Facilities and Resource Development

Leesburg Campus

- Representatives from Facilities and Financial Services attended the Capital Improvement Plan Workshop held at Daytona State College on April 20-21. In addition to reviewing the CIP process and paperwork, attendees toured the new on-campus dormitory and Hospitality Beverage Science Certificate's classroom and lab at DSC.
- With collaboration between Facilities and Procurement, the RFP for Custodial and Grounds Services was posted and the Pre-Proposal Meeting was held on May 9.
- The SchenkelShultz Building Assessment and Castaldi Analyses for the Faculty Office Building, Library, and Liberal Arts Building which was approved at the March DBOT meeting was officially submitted to the Office of Educational Facilities (OEF).

Sumter Center

- Furniture has been ordered for classrooms 4107 and 4108 as well as the Bldg. 4 lobby and front reception area.

South Lake Campus

- WELBRO held a pre-bid meeting for the Bldg. 1 HVAC project with subcontractors that were interested in bidding on the project that entails the installation of air handler and condenser units as well as controls. The targeted timeframe for this project is May 29 through July 28.
- Spiezle Architectural Group visited the AdventHealth Nursing Simulation Lab to better understand the scope of the work for the expanded Nursing Simulation Lab on the South Lake Campus in the Science-Health Partnership Building.

Cagan Crossings Town Center

- WELBRO held a pre-bid meeting on April 18 with various subcontractors for the build-out of the 4,500 sq. ft facility.
- Vice-President Kieft and Assistant Director Bob Kinne attended the bid opening at WELBRO offices in Maitland on April 25 for the Cagan Crossings and the South Lake Campus Bldg. 1 HVAC projects.

Division Leadership

Ms. Rebecca Nathanson, Executive Director of Campus Safety
Ms. Kelly Hickmon, Associate Dean of Students and Sumter Center
Ms. Cheryl Anthony, Director of Capital Projects
Mr. Bob Kinne, Assistant Director of Facilities

**Institutional Advancement Division
Update for the President and Board of Trustees
May 17, 2023**

Dr. Laura Byrd, Senior Vice President of Institutional Advancement

Student Achievement

- Lakehawk Career Connect:
 - A total of 774 employers are currently registered with Lakehawk Career Connect. Of this group of employers, they have collectively posted 132 new jobs and internships.
 - A total of 279 active job postings in April 2023.
- The LSSC Foundation received 414 applications for summer semester, a 32% increase over the last year and awarded \$262,500.
- The LSSC Foundation Scholarship application for Fall 2023 opens on June 1, 2023 and will remain open until June 30, 2023. Please encourage students to apply.

Facilities and Resource Development

- **McLin Trust Grant** – submitted an application for \$50,000 to support an Emerging Media Arts Program.
- The 2023 Annual Campaign raised \$200,024 surpassing the fundraising goal of \$200,000. We have received \$42,347 from faculty and staff, representing 55% of employee giving.
- The 37th Annual Gala, Stetsons & Stilettos was held on April 14 at the Brownwood Hotel and it was a record-breaking year with a total of \$304,000 raised and a record net of \$217,000.
- The LSSC Foundation invites new employees to attend In-Service luncheons where they learn why the Foundation exists and what it does to help the College and students.
- The 60th Anniversary Speakers Series continues with First Lieutenant Brianne Cook, serving in the Marine Corp, set to speak on May 23 at 6:00 pm.

GIFTS & CONTRIBUTIONS OVER \$1,000 RECEIVED April 1 - 30, 2023

Name	Gift Amount	Fund Description	Gift Subtype
Advanced Medical Uniforms	\$1,750	Gala	Sponsorship
Aegis Medical Group	\$1,250	Gala	Sponsorship
Tom Carhart	\$1,000	Shamrock Shuffle	Sponsorship
Citizens First Bank – The Villages	\$1,000	General Scholarship	Contribution
Destiny Wealth Partners dba Ruggie Wealth Management	\$2,500	Gala	Sponsorship
Duke Energy Foundation	\$20,000	Relay Tech Program	Grant Revenue
Earl B. & Sophia H. Shaw Charitable Trust	\$20,000	LSSC Annual Gala Scholarship	Contribution
Ernie Morris Enterprises, Inc.	\$20,000	LSSC Annual Gala Scholarship	Contribution
Ken Herring	\$10,603	Facilities/PALS	Contribution
Lake Centre Home Care	\$3,750	Gala	Sponsorship
Marian S. Shuck Scholarship Trust	\$20,000	LSSC Annual Gala Scholarship	Contribution
Roy & Ruth Ryan Foundation Trust, Inc.	\$10,000	LSSC Annual Gala Scholarship	Contribution
Spiezle Architectural Group, Inc.	\$1,000	Monster Dash	Sponsorship
Sumter County Sheriff's Office Benevolent Assoc. Inc.	\$3,500	Gala	Sponsorship
Dan Tatro	\$3,500	Gala	Sponsorship
UF The Villages Hospital Auxiliary Foundation	\$1,750	Gala	Sponsorship
Welbro Building	\$1,750	Gala	Sponsorship
Witten Property Sale	\$20,062	Jacinto & Brigida Camomet Memorial Endowment	Addition to Endowment
Total	\$143,415		

**Enrollment & Student Affairs Division
Update for the President and Board of Trustees
May 17, 2023**

Dr. Joseph Mews, Vice President of Enrollment & Student Affairs

Enrollment Summary:

As of May 2, enrollment for the summer semester stands at 2,176 student headcount, up 12.4% (+240) compared to last year at this time. Fall enrollment is also trending ahead of last year, with a total of 1,428 student headcount, up 35.9% (+377).

Recruitment & Enrollment

- Admission application counts for the summer and fall are trending ahead of last year by 7% and 6% respectively.
- Eighty graduating seniors from local high schools were awarded Lake-Sumter State College scholarships for the upcoming 2023-24 academic year.

Early College Programs

- Early College Programs held its Early College Graduation Ceremony on May 4 to celebrate all graduating high school seniors who participated in our college readiness programs.
- HSCA celebrated its graduates with a Senior Sendoff event in Clermont on April 27.
- The Education Opportunity Program team submitted their annual performance reports for the Talent Search and Upward Bound Programs, with 9 out of 10 categories measured by the Department of Education exceeding expected performance metrics.

Retention & Student Engagement

- On April 17, we honored the students who completed the requirements for Induction into the National Society of Leadership and Success at Lake-Sumter State College. NSLS is the largest leadership honor society in the United States with over 700+ chapters. To-date, LSSC has inducted 278 students since our charter was founded in 2019.
- On April 18, we celebrated the outstanding achievements of our students who have excelled in the pursuit of their educational goals – both in and out of the classroom.
- Student Government Leaders & our Student Life Directors participated in the annual Spring Florida College System SGA Conference held this year at Daytona State College from April 14-16.

Student Outcomes

- Spring Commencement ceremonies were held May 3 in Clermont and May 5 in Leesburg, and roughly 200 graduates participated in each ceremony. We conferred over 700 degrees and certificates total for the spring.

Division Leadership

Ms. Arminta Johnson, Associate Vice President of Enrollment Services

Ms. Jennifer Manson, Director of Academic Advising

Dr. Roland Nunez, Executive Director of Early College Programs

Ms. Carolyn Scott, Dean of Students

**Division of Academic Affairs
Report to the President and District Board of Trustees
May 5, 2023**

Ms. Karen Hogans, Vice President of Academic Affairs

Student Achievement

- Five LSSC Honors Program students (Shallan Burke, Sergio Herboso, Joshua Martinez, Anabelis Rubio, and Isabella Wood) were honored for their completion of the Lakehawk Leads training program. The club president, Sergio Herboso, was honored for his leadership in student life, second-year student Brian McKinley was honored for Academic Excellence in Political Science, and second-year students Joshua Martinez and Weston Roseel were honored for Academic Excellence. Joshua Martinez and Brian McKinley were also both named as LSSC's representatives to the 2023 All-Florida Academic Team for the Florida College System.

Programs and Partnerships

Workforce Development

- Continuing Education staff completed two custom corporate training courses for the Villages for *PowerPoint* to a total of 40 students.
- The CDL Hazard Materials course was approved.
- Completed the linework training for two regularly scheduled SEPCO cohorts.
- A Joint Sumter Partnership meeting was held focusing on strategies for student success and improving processes to alert at-risk students and their school counselors.

Teaching and Learning

- Dean Steve Clark assisted the Honors College during their lunch and learn session focusing on sun exposure and its dangers.

Service to the College and Community

- Dr. Amy Albee was confirmed to serve on the board of the Florida Career Pathways Network.
- Karen Hogans was confirmed to serve on the board of the Career Services Committee, which is associated with CareerSource Central Florida.
- Karen Hogans has been extended an invitation to join the Division of Florida Colleges (DFC) Articulation Coordinating Committee (ACC) Oversight Committee.

**Technology Innovation Division
Report for the President and District Board of Trustees
May 17th, 2023**

Nick Kemp, Vice President of Technology Innovation/CIO

Facilities and Resource Development

- Successfully transferred and installed the Advent Health RingCentral phone system. Next steps include training for faculty, staff, and administrators, phone delivery, hunt group and call tree discussion, analog line gateways, and InformaCast.
- Transitioned all remaining users to active mode for our multi-factor authentication program, Duo.
- The Production & Education Technology Services (PETS) department provided support for the following events: 60th Anniversary Speaker Series – Carey Baker, Athletic Banquet, Health Science Collegiate Academy Senior Send-Off Ceremony, Presidential Inauguration Dinner, Presidential Inauguration Ceremony, South Lake Commencement Ceremony, Nurse Pinning Ceremony, Early College Program Ceremony, and the Leesburg Commencement Ceremony.
- Continued efforts in being proactive to ensure the College's Cybersecurity. Successfully defended over 3,000 phishing attacks on the system this week and over 108K for the year.
- The College's latest phishing campaign exhibited an impressive success rate of only 1.3%, significantly surpassing the national average of 5.4%
- The latest risk assessment conducted on April 13, 2023 by BDO USA on behalf of FCSRMC revealed that the TI Division has achieved 100% HIPPA compliance across all 56 areas.
- Dr. Elizabeth Manuel's article on "Parents' Perceptions of Involvement in Their Students' First Year in College" has been published in the prestigious Journal of College Orientation, Transition, and Retention (Vol. 30, No. 1, 2023).
- The confetti feature is now available on Instructure Canvas, allowing us to celebrate student accomplishments in a fun and colorful way as they reach their academic goals!

Division Leadership

Dr. Mark Duslak, Executive Director Process Improvement & Institutional Research

Dr. Elizabeth Manuel, Director of Assessment

Mike Nathanson, Executive Director of Technology Innovation Operations

Rob Johnson, Director of Technology Infrastructure

Dave Phillips, Director of Information Systems Security

Devin Horvath, Director of Enterprise Systems

Wes Redman, Director of Production & Education Technology Services

Naomi Gonzalez-Freites, Director Production Studio

**BOARD COMMITTEE
REPORTS**



District Board of Trustees

Agenda Item: 0523-11



Lake Sumter
State College

Office of the President

Board Committee Reports

- I. Executive Committee – Mr. Bret Jones
- II. Facilities Committee – Mr. Bryn Blaise
- III. Finance and Private-Public Partnerships Committee – Mr. Tim Morris
- IV. Strategic Planning Committee – Mr. David Hidalgo
- V. Student Engagement Committee – Ms. Jennifer Hooten

**BOARD ATTORNEY
REPORT**





May 2, 2023

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

Re: Board Attorney Report for May 17, 2023

Dear Trustees:

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

Karen Parker v. Lake-Sumter State College and Leadership Lake County, Inc., Lake County Case No. 2019-CA-001641. Ms. Parker alleges the College was negligent surrounding an alleged incident on August 18, 2016 where Ms. Parker claims she was injured when she tripped and fell while attending an event on the Leesburg campus. GCA Education Services, Inc. filed a Motion for Final Summary Judgment. Leadership Lake County, Inc. filed a notice that it joins in on the Motion for Summary Judgment. On April 19, 2023 attorney Dylan Hall on behalf of the College filed a Notice of Joining the Motion for Final Summary Judgment filed by Co-Defendant, GCA Education Services, Inc. A 30-minute hearing on the Motion before Judge Takac is scheduled for May 25, 2023.

David Walton v. Lake Sumter State College, Case No. 2021-01; 5D22-0794. In an opinion filed April 14, 2023 the Fifth District Court of Appeal upheld the College's termination affirmed by the Board of Trustees. On April 27, 2023 Dr. Walton filed a Motion for Rehearing and a Motion to Certify a Question of Great Public Importance. Attorney Brian Koji on behalf of the College will be filing a response.

If 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. Bigard, President

**NEW
BUSINESS**



District Board of Trustees

Agenda Item: 0523-13



Lake Sumter
State College

Office of the President

Tuition and Fee Schedule and Course Fee Changes FY 2023-24

Background/References

In accordance with Florida Statutes 1009.23(20), Lake-Sumter State College is required to notify the community of any proposed changes in tuition and fees. The proposed changes were presented to the Board for review and discussion at the April 2023 Board meeting and publicly noticed by way of an Affidavit of Publication and Press Release on the College's website for 28 days as required by statute.

Summary

Tuition and Fees – The tuition and fee rates for the upcoming academic year remains unchanged from the prior academic year.

Institutional Course Fees –The recommended changes to institutional course fees for the upcoming academic year are provided.

At this time, the proposed tuition and fee schedule for the upcoming academic year is presented to the Board for final approval.

Recommendation

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

District Board of Trustees

Agenda Item: 0523-14



Lake Sumter
State College

Office of the President

Mission, Vision, and Values

Background/References

Per Florida Statute 1001.64, each District Board of Trustees shall develop a plan specifying institutional goals and objectives for the College. Per the College's accrediting body, the District Board of Trustees formally approves and periodically reviews the institution's mission statement.

Summary

The mission statement, vision, and values are a comprehensive framework addressing all aspects of the College's functions and is the foundation for planning and effectiveness processes. The College's Mission, Vision, and Values will be presented at the meeting.

Recommendation

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

District Board of Trustees

Agenda Item: 0523-15



Lake Sumter
State College

Office of the President

Lake-Sumter State College Strategic Plan 2023-2026

Background/References

Per Florida Statute 1001.64 (14), each District Board of Trustees shall develop a strategic plan specifying institutional goals and objectives for the College.

Summary

The strategic plan identifies the College's priorities and goals over the next three years from 2023-2026.

The College's 2023-2026 Strategic Plan will be presented at the meeting.

Recommendation

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

District Board of Trustees

Agenda Item: 0523-16



Lake Sumter
State College

Office of the President

Cagan Crossings Town Center Buildout Guaranteed Maximum Price

Background/References

WELBRO Building Corporation has been assigned to the buildout of the leased space at the Cagan Crossings Town Center. WELBRO Building Corporation has worked with HuntonBrady Architects on this project.

Although the District Board of Trustees has selected WELBRO Building Corporation to be on construction management continuing services for projects up to \$4 million, this project exceeds \$195,000 so approval of the District Board of Trustees is requested.

Summary

WELBRO Building Corporation has submitted a guaranteed maximum price of \$971,305 for remodeling construction, which is \$179.87 per sq. ft. With general conditions, insurance, contingency, and 9% fee, the cost is \$1,280,354 or \$237.10 per sq. ft. for this remodeling project.

The 2023-2024 State of Florida CIP documents have the average cost of new construction for various type of college spaces at \$447.50 per sq. ft. Remodeling costs should not exceed 65% of this new construction cost, which equates to \$290.88 per sq. ft.

The guaranteed maximum price documents for the Cagan Crossings Town Center Buildout will be provided to the District Board of Trustees via email.

Recommendation

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

District Board of Trustees

Agenda Item: 0523-17



Lake Sumter
State College

Office of the President

South Lake Campus Building 1 HVAC - Guaranteed Maximum Price

Background/References

WELBRO Building Corporation has been assigned the South Lake Campus Bldg. 1 HVAC installation.

Although the District Board of Trustees has selected WELBRO Building Corporation to be on construction management continuing services for projects up to \$4 million, this project exceeds \$195,000 so approval of the District Board of Trustees is needed.

Summary

WELBRO Building Corporation has submitted a guaranteed maximum price of \$627,455, which includes general conditions, a contingency, insurance, and a 10% fee. The guaranteed maximum price documents for the South Lake Campus Building 1 HVAC will be provided to the District Board of Trustees via email.

Recommendation

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



Lake-Sumter State College delivers student success through personal attention and flexible pathways leading to rewarding careers and higher wages.

District Board of Trustees

Mr. Bret Jones, Chair

Ms. Jennifer Hooten, Vice Chair

Dr. Heather Bigard, President

Ms. Anita Geraci-Carver, Board Attorney

Mr. Bryn Blaise

Mr. David Hidalgo

Ms. Emily Lee

Mr. Timothy Morris

Ms. Ivy Parks

Mr. Peter Wahl

