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Lake Sumter State College

DISTRICT BOARD OF TRUSTEES **Wednesday, January 18, 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, January 18, 2023
Leesburg Campus

4:00 pm Workshop on Allied Health Programs

Public Board Meeting Immediately Following

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

V. CONSENT CONSIDERATIONS

0123-01	Approve:	Minutes of the November 16, 2022 Regular Meeting
0123-02	Approve:	Minutes of the December 15, 2022 Facilities Committee Meeting
0123-03	Approve:	Minutes of the December 27, 2022 Strategic Planning Committee Meeting
0123-04	Approve:	Minutes of the January 4, 2023 Finance PPP Committee Meeting
0123-05	Acknowledge:	Human Resources Staff Changes
0123-06	Approve:	Full-Time Faculty Human Resources Changes
0123-07	Acknowledge:	Monthly Fiscal Report for December 2022
0123-08	Approve:	Purchases over \$65,000
0123-09	Acknowledge:	Capital Improvement Projects Report
0123-10	Approve:	LSSC Foundation Board Membership Change 2023
0123-11	Acknowledge:	Appointments of the LSSC Academic Advisory Committee Members
0123-12	Approve:	Early College Agreements

VI. PRESIDENT'S REPORT

0123-14 President Bigard's Update

VII. VICE PRESIDENT'S REPORTS

0123-15 ♦ Ms. Karen Hogans, Vice President of Academic Affairs
♦ Dr. Joseph Mews, Vice President of Enrollment and Student Affairs
♦ Dr. Laura Byrd, Vice President of Institutional Advancement

VIII. COMMITTEE REPORTS

- 0123-16 ♦ Executive Committee - Chairman Bret Jones
♦ Facilities Committee - Mr. Bryn Blaise
♦ Finance and Public-Private Partnerships Committee - Mr. Tim Morris
♦ Student Engagement Committee - Mrs. Jennifer Hooten

IX BOARD ATTORNEY REPORT

0123-17 Ms. Anita Geraci-Carver's Update

X. NEW BUSINESS

- | | | |
|---------|-------------|--|
| 0123-18 | Approve: | Cagan Crossings Lease |
| 0123-19 | Approve: | Pinecrest Academy Lease Addendum |
| 0123-20 | Approve: | Awarding of Architect Services |
| 0123-21 | Discussion: | Accreditation Update |
| 0123-22 | Approve: | Pursue HSCA Expansion into North Lake |
| 0123-23 | Discussion: | Sports Business Program |
| 0123-24 | Approve: | Capital Improvement Plan Priority Update |
| 0123-25 | Approve: | Legislative Budget Request |

XI. OTHER CONSIDERATIONS AS NEEDED BY CHAIRMAN/PRESIDENT

XII. ADJOURNMENT

CALENDAR NOTES:

Orlando Health DEU Dedication	Tuesday, January 31, 2023	Orlando Health South Lake, Clermont, FL
Facilities Committee Meeting	Thursday, February 9, 2023	Sumter Center Room 4118
Executive Committee Meeting	Tuesday, February 14, 2023	Chairman Jones' Office, 700 Almond St., Clermont
District Board of Trustees Meeting	Wednesday, February 15, 2023	Sumter Center Room 4118
LSSC Foundation Scholarship Dinner	Tuesday, March 7, 2023	Leesburg Campus Magnolia Room
Facilities Committee Meeting	Thursday, March 9, 2023	Sumter Center Room 4118
Spring Break	March 13 - 17, 2023	All campuses closed
District Board of Trustees Meeting	Wednesday, March 22, 2023	South Lake Campus Board Room 327
Faculty Awards Ceremony	Thursday, March 30, 2023	TBD
Facilities Committee Meeting	Thursday, April 9, 2023	Sumter Center Room 4118
LSSC 37th Annual Foundation Gala	Friday, April 14, 2023	The Brownwood Hotel The Villages, FL
District Board of Trustees Meeting	Wednesday, April 19, 2023	Leesburg Campus Magnolia Room
South Lake Commencement	Wednesday, May 3, 2023	Clermont Arts & Recreation Center, Clermont, FL
Nurse Pinning Ceremony	Thursday, May 4, 2023	Leesburg Campus Magnolia Room
Leesburg Commencement	Friday, May 5, 2023	Leesburg Campus Gymnasium
Facilities Committee Meeting	Thursday, May 9, 2023	Sumter Center Room 4118
Early College Graduation Ceremony	Saturday, May 13, 2023	TBD
District Board of Trustees Meeting	Wednesday, May 17, 2023	South Lake Campus Board Room 327
Facilities Committee Meeting	Thursday, June 8, 2023	Sumter Center Room 4118
District Board of Trustees Meeting	Wednesday, June 21, 2023	Leesburg Campus Magnolia Room

NO BOARD MEETING IN JULY OR DECEMBER

District Board of Trustees Agenda Item Cover Sheet



Lake Sumter
State College

Office of the President

ITEM: 0123-01 Minutes of the November 16, 2022 Board Meeting

Background/References

The minutes of the November 16, 2022 District Board of Trustees meeting require the Board's approval.

Summary

Meeting minutes are presented for your review and approval.

Recommendation

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

**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

District Board of Trustees Agenda Item Cover Sheet



Lake Sumter
State College

Office of the President

ITEM: 0123-02 Minutes of the December 15, 2022 Facilities Committee Meeting

Background/References

The minutes of the December 15, 2022 Facilities Committee meeting require the District Board of Trustees' approval.

Summary

Meeting minutes are presented for your review and approval.

Recommendation

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

Lake-Sumter State College
FACILITIES COMMITTEE OF THE DISTRICT BOARD OF TRUSTEES
December 15th, 2022 Minutes
Zoom

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

Absent: Mr. Pete Wahl

Mr. Bryn Blaise, Chair, called the meeting to order at 5:03 pm.

Sumter Center Signs

Mr. Thom Kieft provided an update on the improved signage on the Sumter Center campus. The new monument sign has been installed and is operational. The sign will have further landscaping and minor cosmetic enhancements for beautification of the location.

SECO Grant

President Bigard provided an update of the grant opportunity with SECO that offers 50 million dollars in funds. The grant would benefit both partners, the College and SECO, and the deadline to apply is in April 2023. President Bigard explained the opportunity the College has for a solar farm at the Sumter Center. SECO and the College are meeting together to focus on alignment and strategy of this grant opportunity. Further discussion will continue.

Four Corners Lease

Mr. Bryn Blaise provided additional comments for review.

Pinecrest Middle High School

President Bigard provided an update on the partnership with Pinecrest. Pinecrest has requested an extension for one year. Committee members agreed to an extension and an increase in rent to \$25.00 per square foot. This will be further discussed with the Board for final consideration.

Construction Management Firms Continuing Service

Mr. Thom Kieft provided an update on the approved two construction companies. The current agreement is being edited for continued services with plans to work with these two companies in the New Year.

RFQ for Architectural Services Continuing Services

Mr. Thom Kieft provided an update on continuing architectural services request for qualifications. The submissions are due in January and will be brought to the Board for approval.

Mr. Bryn Blaise adjourned the meeting at 6:00 pm.

Respectfully submitted by Kailyn Wurm, Recording Secretary.

District Board of Trustees Agenda Item Cover Sheet



Lake Sumter
State College

Office of the President

ITEM: 0123-03 Minutes of the December 27, 2022 Strategic Planning Committee Meeting

Background/References

The minutes of the December 27, 2022 Strategic Planning meeting require the District Board of Trustees' approval.

Summary

Meeting minutes are presented for your review and approval.

Recommendation

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

Lake-Sumter State College
STRATEGIC PLANNING COMMITTEE OF THE DISTRICT BOARD OF TRUSTEES
December 27th, 2022 Minutes
Zoom

In attendance: Mr. David Hidalgo, Chair, Mr. Tim Morris, Mr. Bret Jones, Ms. Ivy Parks, President Heather Bigard, Dr. Laura Byrd, Dr. Joseph Mews, Mr. Nick Kemp, Mr. Thom Kieft, Ms. Karen Hogans, Ms. Kristie Harris, Mr. Bruce Duncan, and Mrs. Kailyn Wurm.

Mr. David Hidalgo, Chair, called the meeting to order at 3:07 pm and provided a recap of the last meeting.

Mission Statement

Mr. Bret Jones advised that our mission statement may need to change but recommended that we start with a focused discussion on the strategic direction in which we need to move as a college. President Bigard will task the Strategic Planning Council of the College with a review of the mission statement and recommendations for changes that will come to the Board to consider.

Buildings and Infrastructure

Discussed how the College has evolved and changed because of the pandemic and how the buildings and infrastructure, especially in Leesburg, need to change to support the 21st century model of teaching and learning that is currently in practice.

Mr. Thom Kieft updated the committee on the condition of the buildings on the Leesburg campus, specifically those that are under review for demolition, per the Space Optimization Plan that was adopted a few years ago.

After discussion about whether various buildings should be renovated, repurposed, or new buildings constructed to meet the current needs of our students, Mr. David Hidalgo recommended a Master Planning activity for Leesburg.

Discussed the predominance of online learning preferences among students. Mr. Bret Jones suggested a new business model may be necessary to effectively plan, manage, and assess performance.

President Bigard described new spaces that are needed for collaboration, proctored testing, tutoring services, and large spaces in which to convene for events and activities.

Dr. Laura Byrd explained that we have matching funds for the construction of a building that would include Fine and Performing Arts, as well as matching funds for a Student Success Center.

The group agreed that a Legislative Ask for a new joint-use facility would better fit our needs than two separate asks for a Library and Student Support Center and Digital Media Auditorium.

Programs

Mr. Tim Morris asked about bachelor's degree programs and whether we should pursue additional ones. President Bigard explained that additional programs would encourage students

to stay and complete their AA/AS programs, generate additional revenue, and give students more options to enter careers that are in demand in our local area.

Dr. Joseph Mews shared that UCF has capped their enrollment and therefore, students may find it more difficult to pursue certain degrees and fields of interest. Mr. David Hidalgo would like to further discuss programs at the next meeting.

Follow-Up

- Mr. Bret Jones charged the Facilities Committee to review the critical needs of each campus and make recommendations for potentially incremental improvements.
- Mr. Tim Morris will prioritize the discussion of the Legislative Budget Request at the Finance and Public Private Partnership Committee meeting on January 4, 2023.

Mr. David Hidalgo adjourned the meeting at 4:00 pm.

Respectfully submitted by Ms. Kailyn Wurm, Recording Secretary.

District Board of Trustees Agenda Item Cover Sheet



Lake Sumter
State College

Office of the President

ITEM: 0123-04 Minutes of the January 4, 2022 Finance and Private-Public Partnerships Committee Meeting

Background/References

The minutes of the January 4, 2022 Finance and Private-Public Partnerships meeting require the District Board of Trustees' approval.

Summary

Meeting minutes are presented for your review and approval.

Recommendation

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

Lake-Sumter State College
FINANCE COMMITTEE OF THE DISTRICT BOARD OF TRUSTEES
January 4th, 2023 Minutes
Zoom

In attendance: Mr. Tim Morris, Chair, Mr. Bryn Blaise, Mr. Bret Jones, President Heather Bigard, Dr. Laura Byrd, Ms. Kristie Harris, Mr. Bruce Duncan, and Mrs. Kailyn Wurm.

Mr. Tim Morris, Chair, called the meeting to order at 2:07 pm.

Legislative Budget Request

President Bigard provided a Workforce Development Center building that includes a library and multi-media center. After discussion, the committee determined the College's ask should focus on the changing mode of learning with society and how the College needs to update the building to accommodate the student of today.

Mr. Tim Morris provided that if the College were to demolish three buildings this would create a savings of about \$300,000 per year. Mr. Tim Morris focused the group to decide on what the College's needs are for one building, which includes: workforce programs, class space, testing assistance, and a large meeting space.

The committee decided the College's request will be for \$17.5 million dollars for a 50,000 square feet facility.

Mr. Tim Morris charged Mr. Bryn Blaise to meet with an architect that can best describe and understand the College's vision for what is needed.

3-Year Financial Projections

President Bigard discussed the need for a competitive compensation model for faculty and staff. There are faculty members having a larger workload due to the influx in students taking certain classes.

Mr. Tim Morris charged Ms. Kristie Harris to develop a template for this model and extra costs or fees. This will be discussed at the next meeting.

Follow- Up

- Mr. B. Jones asked the committee to discuss Fine Arts at the next meeting.

Mr. Tim Morris adjourned the meeting at 3:00 pm.

Respectfully submitted by Ms. Kailyn Wurm, Recording Secretary.

District Board of Trustees Agenda Item Cover Sheet



Lake Sumter
State College

Office of the President

ITEM: 0123-05 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

November 02 – December 31, 2022

Staff Appointments:

Name	Title	Effective Date
Jeffrey Biddle	Program Director, Sports Leadership & Coaching	12/05/2022
John Brannon	CDL Trainer	11/14/2022
Shannon Herrera	Development Officer	11/28/2022
Hemchan Outar	Facilities Technician II	12/05/2022
Ashley Alligood*	Academic Advisor I	11/02/2022
Julian Byrd*	Senior Enrollment Counselor	11/16/2022

***Internal New Hire**

Staff Promotions:

Name	Title	Effective Date
Andrea Brooks	Senior Enrollment Counselor	11/16/2022

Staff Resignations:

Name	Title	Effective Date
Dr Michael Vitale	Special Assistant to the President for Research and Accreditation	12/31/2022

Staff Retirements:

Name	Title	Effective Date
None		

Staff Separations:

Name	Title	Effective Date
None		

District Board of Trustees Agenda Item Cover Sheet



Lake Sumter
State College

Office of the President

ITEM: 0123-06 Full-Time Faculty Human Resources 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

November 2 – December 31, 2022

Faculty Appointments:

Name	Title	Effective Date
None		

Faculty Promotions:

Name	Title	Effective Date
None		

Faculty Separations:

Name	Title	Effective Date
Natalie Souders	Lecturer, Mathematics	12/16/2022
Linda Karp	Instructor Political Science	12/16/2022

Faculty Retirements

Name	Title	Effective Date
Julia Sweitzer	Professor, Business	12/30/2022

Faculty Transitions:

Name	Title	Effective Date
None		

District Board of Trustees Agenda Item Cover Sheet



Lake Sumter
State College

Office of the President

ITEM: 0123-07 Monthly Fiscal Report for December 2022

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

Division of Business Affairs

MEMORANDUM

To: Dr. Heather Bigard, President
District Board of Trustees

From: Kristie Harris, Vice President of Finance, CFO

Date: January 18, 2023

Re: Monthly FY23 Fiscal Report – YTD December 31, 2022

Each month a fiscal report is prepared on the status of the College budget. The Fiscal Status Report of the General Operating Fund (Fund1) provides a comparative summary of budget-to-actual revenues and expenses for the current period.

FUND 1 OPERATING BUDGET

We are currently six months into our fiscal year or slightly over 50% completed.

Revenues

Total revenue booked to date is \$17,234,144, or 51% of the total revenue budget of \$34,475,230.

- At this time, tuition and fee revenue is trending higher than budget and is projected to be \$10,702,801 which is \$651,489 or 6.5% over the budgeted amount.
- Starting July 1st of each fiscal year, state revenue allocations are received from the Department of Education on a monthly basis in installments. As of date, the College has received a total of \$8,374,516 in general revenue funds. Additional revenue from the State also includes \$462,273 from the Dual Enrollment Scholarship program. The first installment from the Education Enhancement Trust Fund (lottery) is expected to commence during the third quarter of the fiscal year.
- Other Income and Other Support actuals are projected to be close to the budgeted amount.

Expenses

Actual expenses to-date total \$14,029,555 or 45% of the total expense budget of \$31,273,551.

- Salaries and benefits to-date are \$10,006,004 or 43% of budget.
- Operating and capital expenses to-date are \$4,023,551 or 53% of budget.
- The budgeted transfer of \$3,000,000 to Fund 7 has been made.

Year-End Projection

As of date, revenues are projected to exceed expenses by \$1,727,269 primarily due to higher than budgeted student enrollment, Dual Enrollment Scholarship funding, and Uninsured Loss Recovery (HEERF).

Attachment: YTD December 31, 2022 - Operating Fund 1 Budget Report

Lake-Sumter State College
Fiscal Status Report - Fund 1
General Current Fund
July 1, 2022 - December 31, 2022

	FY 21-22		FY 2022-2023			
	Annual Budget	12/31/2021	Annual Budget	12/31/2022	Percent of Budget Earned/Spent	Projected 6/30/2023
1 REVENUES & BUDGETED FUND BALANCE						
2 Student Fees						
3 Fall						
4 Tuition	\$ 2,802,600	\$ 2,500,106	\$ 2,524,100	\$ 2,947,723	100%	\$ 2,947,723
5 Technology Fees	137,500	124,979	127,100	147,391	100%	147,391
6 Distance Learning	225,000	307,635	286,800	300,180	100%	300,180
7 Dual Enrollment	323,600	358,460	315,300	432,384	100%	372,745
8 HSCA Dual Enrollment	446,550	398,460	398,460	352,660	89%	352,660
9 Lab Fees	137,800	86,736	162,810	154,624	95%	154,624
10 Spring						
11 Tuition	\$ 2,375,100	\$ 2,306,795	\$ 2,253,800	\$ 2,432,402	100%	\$ 2,594,359
12 Technology Fees	118,900	115,345	113,100	121,626	100%	129,758
13 Distance Learning	187,600	274,185	273,700	262,680	96%	281,870
14 Dual Enrollment	424,000	374,152	388,700	414,677	100%	451,617
15 HSCA Dual Enrollment	419,070	-	357,240	-	-	316,178
16 Lab Fees	106,700	95,793	134,120	117,848	88%	133,225
17 Summer						
18 Tuition	\$ 1,071,900	\$ (20,904)	\$ 1,028,200	\$ (15,341)	-1%	\$ 1,157,455
19 Technology Fees	53,400	(1,037)	48,300	(768)	-2%	57,902
20 Distance Learning	99,600	(2,310)	71,400	(1,680)	-2%	148,839
21 Dual Enrollment	-	432	-	(4,895)	-	-
22 Lab Fees	13,200	(205)	26,560	(560)	-	22,285
23 Miscellaneous Fees	65,300	35,169	70,100	36,363	52%	77,368
24 Youth Development	280,000	846	282,000	807	'-	282,000
25 Continuing Education	166,100	198,419	1,189,522	309,019	26%	774,624
26 Total Student Tuition and Fees	\$ 9,453,920	\$ 7,153,057	\$ 10,051,312	\$ 8,007,140	80%	\$ 10,702,801
27						
28 General Revenue Operations Support	\$ 13,071,677	\$ 6,549,516	\$ 18,725,937	\$ 8,217,471	44%	\$ 18,725,937
29 General Revenue Nursing Support	-	-	830,059	-	-	830,059
30 General Rev. Performance Funding	296,654	148,327	362,513	157,045	43%	362,513
31 State Dual Enrollment Scholarship Program	-	-	-	462,273	-	739,276
32 Educational Enhancement Support	2,317,578	-	2,843,909	-	-	2,843,909
33 Miscellaneous State Contracts	100,000	-	100,000	-	-	100,000
34 Federal Support Indirect Cost	100,000	165,733	150,000	48,046	32%	110,000
35 Foundation Support	110,000	-	111,500	-	-	50,000
36 Other Contracts	238,000	90,771	803,000	111,032	14%	256,000
37 Miscellaneous Revenue	30,400	11,367	17,000	11,037	65%	68,979
38 Uninsured Loss Recovery (HEERF)	510,500	20,253	-	220,100	-	220,100
39 Total Revenues	\$ 26,228,729	\$ 14,139,024	\$ 33,995,230	\$ 17,234,144	51%	\$ 35,009,574
40						
41 Transfers In	702,000	27,509	480,000	-	-	480,000
42						
43 Total Revenues and Transfers In	\$ 26,930,729	\$ 14,166,534	\$ 34,475,230	\$ 17,234,144	50%	\$ 35,489,574
44						
45 EXPENDITURES						
46 Personnel Expenditures						
47 Salaries and Wages	\$ 14,987,926	\$ 6,506,318	\$ 17,401,060	\$ 7,196,513	41%	\$ 16,542,252
48 Benefits	5,860,265	2,528,151	6,643,022	2,809,491	42%	6,458,031
49 Lapse Salary and Benefits	(702,500)	-	(913,250)	-	-	-
50 Current Operating Expenditures	6,230,561	2,989,552	7,633,569	3,739,472	49%	7,478,944
51 Capital Outlay Expenditures	54,449	15,692	5,000	284,079	100%	283,079
52 Contingency	500,000	-	504,150	-	-	-
53 Total Expenditures	\$26,930,701	\$12,039,713	\$31,273,551	\$14,029,555	45%	\$ 30,762,306
54						
55 Transfer to Fund Other Funds	-	-	(3,000,000)	(3,000,000)		(3,000,000)
56						
57 Excess of Revenues over (Expenditures)	\$ 28	\$ 2,126,821	\$ 201,679	\$ 204,589		\$ 1,727,269

District Board of Trustees Agenda Item Cover Sheet



Lake Sumter
State College

Office of the President

ITEM: 0123-08 Purchases over \$65,000

Background/References

Each month a report is provided to the 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 LSSC Administrative Procedure 6-09, Requisition and Purchasing Procedures.

Summary

Purchases greater than \$65,000 for the period of 11/01/22 to 12/31/22 are attached.

Recommendation

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

Purchase Orders Over \$65,000 – November 2022

Vendor: Ryder
Item Description: (4) Vehicles for Commercial Driver's License Program
Amount: \$189,180.00
Purchase Order #: P2300304
Vendor Code: X00139290

District Board of Trustees Agenda Item Cover Sheet



Lake Sumter
State College

Office of the President

ITEM: 0123-09 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			
January 2023 Update			
Project Description	CIP Budget	Expended or PO issued as of 12/31/22	Progress To Date
Safety			
Leesburg Campus Fire Safety Upgrade	\$50,000	\$50,895	Fire Alarm System repairs and replacement of devices currently in progress. New fire alarm panels were installed for WJ Admin Bldg. and the Student Center in December.
South Lake Campus Fire Safety Upgrade	\$5,000	\$0	Fire Alarm System repairs and replacement of devices currently in progress. Waiting on materials to be acquired.
Critical Life Safety Modifications	\$100,000	\$15,214	Issues that were reported on the 2021 PDCS walk-thru will be corrected, including emergency lighting, improving fire panels and strobe lights, and replacing exit signs. Repairs to the South Lake Campus Science-Health Bldg. generator.
Emergency Lighting Repairs	\$40,000	\$4,421	A comprehensive list of fixtures are currently in development for procurement. Some lighting purchases, repairs, and replacements have been completed.
Roofs			
Roof Maintenance and Repairs	\$500,000	\$249,515	Center for Teaching and Learning Roof Restoration work is in progress 12/12/22 - 1/9/23. Facilities Roof Replacement shop drawings in progress; Bids/construction timeline target is Feb - May 2023. Leak mitigation/repairs for Leesburg Campus, including Gym & FA buildings and for South Lake Campus continue through the Dryzone workorder process.
Paving-Grounds			
Sumter Center Irrigation Replacement	\$65,000	\$64,150	New irrigation installation by Dozier completed 9/16/22. Facilities reviewed the system on site with vendor and SSC. 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	Athletics Department are currently soliciting contractor proposals for the resurfacing.
Leesburg Campus Parking Lot Repair Sealing & Stripe	\$300,000	\$6,905	Some decorative curbing in parking lots are complete in Leesburg and Sumter. Further design work needs to be completed on Leesburg Lot B prior to any construction.
New Structure			
South Lake Campus Facilities and Grounds Building Replacement	\$500,000	\$5,941	Design is complete. Cost estimate received 6/28/22. Design Drawings sent to PDCS for courtesy plan review 9/20/22. Application for Environmental Resource Permit Modifications submitted to SJRWMD by Springstead in October. Contractor bids and permitting anticipated January - February 2023. Construction timeline (TBD).

Capital Improvement Projects 2022-2023

January 2023 Update

Project Description	CIP Budget	Expended or PO issued as of 12/31/22	Progress To Date
Sumter Center Solar-powered Workforce Instructional Pavilion & Restroom Facility	\$350,000	\$8,548	Design is complete. Drawings will be forwarded to PDCS for courtesy plan review January. Bathroom sinks have been received. Contractor Bids and permitting anticipated January - February 2023. Construction timeline (TBD).
Library			
Leesburg Campus Library Roof Replacement	\$795,000	\$0	Roof redesign is in Design Development with Florida Architects as part of the overall Library remodel plan. Presented to the Facilities Board 8/25/22 meeting.
Leesburg Campus Library HVAC	\$800,000	\$0	Replacement HVAC is in Design Development with Hanson as part of the overall Library remodel plan. Presented to the Board Facilities Committee 8/25/22 meeting.
Leesburg Campus Library Re-purpose/Remodel (LE) Yr 2 of 3	\$2,200,000	\$285,112	Design Development Phase completed 7/1/22. Bid Cost Estimate received 8/19/22. Facilities Board reviewed 8/25/22. Design VE options reviewed early October to reduce cost prior completing the Construction Documents Phase. Design is currently on Hold.
HVAC			
South Lake Campus Cooper Memorial Library HVAC	\$300,000	\$408,093	Chiller install awarded to Johnson Controls Inc. On site concrete and piping work began 11/30/22. New chiller equipment installs thru project completion 2/10/23 - 2/21/23.
Miscellaneous HVAC Projects	\$500,000	\$166,581	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	\$441,561	Siemens has been awarded to refurbish two cooling towers and replace two cooling towers. Start date anticipated December 2022; completion date (TBD).
South Lake Campus Building 1 HVAC Equipment and Installation	\$250,000	\$292,633	100% Design CDs received 10/28/22. Drawings sent to PDCS for courtesy plan review 11/4/22. POs for owner purchased HVAC equipment issued 10/20/22. Equipment lead time is approx. 18 wks. Contractor Bids for installation December - January. Construction Timeline (TBD).
Leesburg Campus Building M HVAC Design and Replacement 40 Ton AHU	\$250,000	\$41,499	PO issued to Hanson on 9/23/22. Design engineering in progress; 60% Construction Documents received 11/22/22. 90% design completion due 1/13/23.
Leesburg Campus Student Center HVAC Design and Replacement	\$250,000	\$0	Design proposal received 9/7/22 and currently in revision after review. Anticipate issuing PO and starting design January 2022.
Leesburg Campus William Johnson Admin Building HVAC Design and Replacement	\$200,000	\$38,096	Design engineering and site investigations in progress; 60% Construction Documents (TBD).
Leesburg Campus Athletic Director's suite HVAC Design and Replacement	\$200,000	\$0	Design proposal received 8/19/22 and currently in revision after review. Anticipate issuing PO and starting design in January.

Capital Improvement Projects 2022-2023			
January 2023 Update			
Project Description	CIP Budget	Expended or PO issued as of 12/31/22	Progress To Date
Sumter Center Building 5 HVAC Design and Replacement	\$120,000	\$33,989	Westbrook completed new HVAC installs 10/24/22 - 11/4/22. Demo of existing Bard units will be done later in coordination with Facilities (TBD).
HVAC Air Quality	\$200,000	\$0	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	\$8,386	On going procurement as approved by leadership.
Signage (All campuses)	\$100,000	\$24,515	New illuminated signs for Bldg. M, Facilities, Student Services Building, including AdventHealth DEU hallway signs are installed. Sumter Center Monumental Sign installed in November; brick work and landscape are remaining to complete. Brickwork for both, Sumter and South Lake signs are to complete in January. Sumter Center corner sign is in planning. Sign replacement for Leesburg Student Center also in planning.
Building Upgrades			
Building Envelope (various)	\$500,000	\$20,000	Processing PO to schedule the consultant, Raymond, this January for Leesburg Student Services Bldg assessment of the exterior facade. Currently reviewing Garland's proposals for Leesburg Science-Math and Gymnasium exterior wall restoration. PO was issued for SL Bldg. 2 Boardroom investigation/repairs work with Garland which began January 3rd.
Leesburg Campus Faculty Office Building & Lecture Hall Demolition	\$100,000	\$5,200	Planning. Reviewed formal process to raze a building with State DOE. Received proposal from architect recommended by Lake County Schools. PO issued 11/16/22 to the architect; anticipate building assessment and Castaldi Analysis end of January 2023.
Leesburg Campus Student Services Building Refurbish	\$500,000	\$0	Design Development in progress; complete schedule (TBD). Some refresh work in plan to proceed.
AdventHealth Waterman DEU	\$650,000	\$614,129	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. Some misc. equipment and door hardware installs are scheduled Nov - January.
Leesburg Campus Liberal Arts Building Demo	\$150,000	\$9,000	Planning. Reviewed formal process to raze a building with State DOE. Received proposal from architect recommended by Lake County Schools. PO issued 11/16/22 to the architect; anticipate building assessment and Castaldi Analysis end of January 2023.

Capital Improvement Projects 2022-2023			
January 2023 Update			
Project Description	CIP Budget	Expended or PO issued as of 12/31/22	Progress To Date
Exterior Painting Projects	\$150,000	\$76,510	Refresh painting is on-going. Exterior doors and atrium floors/railings at the South Lake Bldg. 2. and Sumter Center exterior doors are complete. Exterior painting for the Leesburg Campus William-Johnson Building and Student Center completed November. Currently scheduling painting for the Leesburg Lake Hall building exterior doors, brick surfaces, gutters/downspouts to start January along with a Paint Refresh at the Athletics press box and concession stand.
Interior Painting	\$150,000	\$36,579	Various painting projects on the South Lake Campus including new Veterans Lounge, Bldg. 1 Lobby, and security office. In Leesburg, there have been painting projects completed in Fine Arts and the Student Services Bldg.
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	\$9,545	This project will be completed in the next couple months. An initial walkthrough has been completed of the space. Wall repair work and painting began in the women's restroom late November to prepare for December's Commencement ceremony.
Leesburg Campus Student Services Building - Build ADA Restrooms	\$420,000	\$36,669	Design MEP completed updating the plans to renovate 1st & 2nd floor Restrooms simultaneously. Construction pricing is in review. Construction Bids anticipated January - February 2023. 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.
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.
South Lake Campus Nursing Simulation Lab Expansion	\$100,000	\$0	In planning. Examined the space in South Lake Campus Science-Health Bldg. with Nursing and Respiratory Care leadership Oct - Nov. Next steps include hiring an Architect with target to be operational by Fall 2023.
Leesburg Campus Center for Teaching and Learning Refresh	\$50,000	\$7,700	Project is in progress to create semi-private testing rooms and refresh the testing suite. Project is completed in the testing suite.
Financial Services Refresh WJ Bldg.	\$30,000	\$27,496.95	Painting of offices and common area have been completed. Carpet has been ordered.
Total:	\$13,075,000	\$3,028,738	

District Board of Trustees Agenda Item Cover Sheet



Lake-Sumter
State College

Office of the President

ITEM: 0123-10 LSSC Foundation Board Membership Change 2023

Background/References

Lake-Sumter State College Board Rule 1.07 requires the District Board of Trustees to annually approve all direct support organizations (DSO). The Lake-Sumter State College Foundation is the only College approved DSO.

Summary

At the January 10, 2023 Lake-Sumter State College Foundation Quarterly Board meeting, the Board approved and recommends to the District Board of Trustees the 2023 incoming LSSC Foundation Director: Angie Langley. Ms. Langley will be replacing Rhonda Hunt previously approved in November. Ms. Hunt is not available to serve.

Recommendation

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

District Board of Trustees Agenda Item Cover Sheet



Office of the President

ITEM: 0123-11 Appointments of the LSSC Academic Advisory Committee Members

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.

The District Board of Trustees is required to review the Advisory Board/Business and Industry Leadership Team Listing on an annual basis.

Per section 1004.92, Florida Statutes and State Board of Education Rule 6A-6.0571, the College must meet with industry partners a minimum of twice a year to assess program learning outcomes.

Summary

The role of advisory committee in career & technical education is to advise those charged with the responsibility for developing and maintaining career and technical education programs. Each committee member is a rich source of information for College administrators and faculty whose mission it is to teach and develop employable graduates. Committees should include college faculty and staff along with the community's industry and technology leaders with a special knowledge and interest in the area's occupational growth and development.

Recommendation

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

Appointments of the LSSC Academic Advisory Committee Members January 18, 2023

Dr. Amy Albee, Dean of Accreditation and Articulation

Purpose

The role of advisory committee in career & technical education is to advise those charged with the responsibility for developing and maintaining career and technical education programs. Each committee member is a rich source of information for College administrators and faculty whose mission it is to teach and develop employable graduates. Committees should include college faculty and staff along with the community's industry and technology leaders with a special knowledge and interest in the area's occupational growth and development.

Responsibility

Per section 1004.92, Florida Statutes and State Board of Education Rule 6A-6.0571, the College must meet with industry partners a minimum of twice a year to assess program learning outcomes.

LSSC is transitioning to a BILT model from the traditional Advisory Board to more fully engage its partners. Using a BILT model, the industry helps guide the process and assist LSSC in assessing what knowledge, skills, and abilities are really needed. This process has the industry lead and college serves as a resource and facilitator.

The table below illustrates some of the differences between a traditional business advisory model and the more engaged, business-led BILT model.

Advisory Board	BILT
Advises college representatives	Co-leads the team
Annual *KSA review suggested	Annual *KSA review required
Meets twice a year	Meets multiple times per year to provide updates and input
Listens to program curriculum updates and provides input	Actively helps develop program curriculum by providing *KSA review
No assessment of *KSA gap provided to board members	*KSA gap provided to BILT and a plan to fill gap in the curriculum provided. BILT updated on implementation.
Investment in program may be minimal	Feels ownership of the program

In the BILT model:

- Businesses must co-lead programs (not whole departments or divisions), typically via quarterly meetings
 - Prioritize Knowledge, Skills and Abilities (KSAs) they want graduates to have 12-36 months into the future using a structured, repeatable voting process
 - Predict Labor Market Demand
 - Predict trends
- Faculty must:

- Cross reference KSAs to existing curriculum
- Update curriculum to address KSAs needed by businesses
- Provide businesses with feedback regarding implementation

The following programs utilize an Advisory Board Model:

- Business Administration/Management Technology, AS
- Criminal Justice, AS
- Engineering Technology, AS
- Medical Laboratory Technology, AS
- Nursing, AS

The following programs have been transitioned to a Business and Industry Leadership Team Model:

- Bachelor of Applied Science Strategic Leadership, BAS
- Computer Information Technology, AS
- Health Services Management, AS

Lake-Sumter State College Business Administration Advisory Committee

Name of Committee: Business Administration
 Committee Chair: TBA
 College Liaison: Dr. Christopher Sargent, Associate Dean of Workforce Development
 Academic Year: 2022-2023

Name	Title, Organization
Alexandra Eugene	Business Teacher The Villages High School
Debbie Cyr	CTE Teacher Eustis High School
Joseph Elias	Chairman SCORE Association
Anton Goddard	President NACM-South Atlantic
David McCormick	Adjunct Assoc. Professor University of Maryland
Sonya Rosenglick	Career & Technology Specialist Lake Technical Center
DeAnna Thomas	Executive Director Lake Technical College
Debbe Timler	Branch Manager Fast Track Staffing, Inc.
Erika Green	Associate Director, Workforce & Business Support Elevate Lake Economic Development
Samantha Hayes	Accounting Operations / Administrative Office Specialist Instructor Lake Technical College
Frank Calascione	Director Economic Development Board of Sumter County Commissioners
Christina Grusauskas	Career and Technical Education Department Teacher Department Chair Webmaster Tavares High School
Dr. Lynn Reich-Johns	Career and Technical Education Department Program Specialist College and Career Readiness

LSSC Representation:

- Graham Bourne, Associate Professor, Business Administration - Retired
- Jay Clark, Instructor, Business Administration - Accounting
- Mary Heikkinen, Instructor, Business Administration - Retired
- Julia Sweitzer, Professor, Business Administration
- Sandy McShane, Sr. Manager Baccalaureate and Workforce Programs
- Kairise Conwell, Career Advisor, LSSC Career Development Services

- Beate Ivey, Career Advisor, LSSC Career Development Services
- Chuck Durante, Adjunct Instructor CIT, LSSC

Lake-Sumter State College Business and Industry Leadership Committee

Name of Committee: Computer Information Technology
 Committee Chair: TBA
 College Liaison: Dr. Christopher Sargent, Associate Dean of Workforce Development
 Academic Year: 2022-2023

Name	Title, Organization
Jim Faulkner	IT Manager City of Mount Dora
Chuck Durante	Retired / Adjunct Instructor
Manuel (Manny) Diaz	Computer Support Specialist City of Mount Dora
Rommel Roberts	CEO Redd Ash Technologies
David Trick	Sumter County School Board
Martin Paszkiewicz	Information Technology Lake County Schools
Frank Calascione	Director Economic Development Board of Sumter County Commissioners
Ryan Mezzell	United Efficiency
Mary Scott	Director of Human Resources Lake County Tax Collector
Robert Natale	Owner, Rubicon 5 LLC
Erika Green	Associate Director, Workforce & Business Support Elevate Lake Economic Development
Michelle Dean	Director, Educational Programs United Way of Lake and Sumter Counties
Melissa Stephan	Director of Curriculum & Instruction Lake Technical College
Tony Oxford	President Global Technology Integrators, LLC
Laura Belen	Redd Ash Technologies

LSSC Representatives:

- Robert Johnson, Director of Technology Infrastructure & PC Support
- Kairise Conwell, Career Advisor, LSSC Career Development Services
- Beate Ivey, Career Advisor, LSSC Career Development Services
- Mary Heikkinen, Instructor, Business Administration - Retired
- Dr. Betti McTurk, Instructor, Computer Information Technology

Lake-Sumter State College
Bachelor of Applied Science – Strategic Leadership
Business and Industry Leadership Committee

Name of Committee: Advisory Board for the Bachelor of Applied Science in Strategic Leadership
Committee Chair: TBD in Spring 2022
College Liaison: Dr. Rhonda Tracy, Program Director
Academic Year: 2022-23

Name	Title, Organization
Phil Braun, Esq.	Phil Braun JD, CHC, CHPC VP/General Counsel UF Health Central Florida Compliance and Legal Department
Frances Y. Celis	Director of College and Career Readiness Lake County Schools
Sue Cordova	Oncology Patient Navigator Florida Cancer Specialists & Research Institute
Patrick Endicott	Commercial Print Coordinator The Villages Media Group
Sandi Moore	Executive Director Leesburg Area Chamber of Commerce
Pastor Feliciano F. Ramirez	Pastor, Community Advocate
Robert Hicks	Chief of Police Leesburg Police Department
Ken Thomas	Director, Economic Development City of Leesburg
Victoria Nolan	Senior Recruitment Specialist The Villages, FL
Dr. Debra Volzer	Senior Director State and Workforce Partnership Development Wiley Education Services
Mr. Reecie Stagnolia	Stagnolia Strategic Solutions, LLC
General James E. Shane US Army (R)	Shane Business Enterprises, LLC
Christie Beachum, MPA	Project Manager Primary Partners

Lake-Sumter State College

Health Services Management Business & Industry Leadership Committee

Name of Committee: Health Services Management BILT
 Committee Chair: TBA
 College Liaison: Dr. Christopher Sargent, Associate Dean of Workforce Development
 Academic Year: 2022-2023

Name	Title, Organization
Christie Beachum, MPA	Project Manager Primary Partners
Karen Blanchette, MBA	Executive Director PAHCOM
Crystal Bruning, CMM	Practice Administrator Integrated Women's Health
Wanda Calhoun, RHIT	Manager, Health Info. Mgmt. South Lake Hospital
Charmaine Hall, PhD., CPC, CRCR	Corporate Service Line Manager, Health Information Management Orlando Health
Carole Hokeah, RN, MS, CPC, CCS, CHRT	Senior Revenue Guardian, Revenue Integrity UF Shands
Nichole Kelly	Manager, Clinical Operations UF Health at Central Florida
Karen Mathias, RHIA	Director HIS AdventHealth Waterman
Kelly McLendon, CHPS	Managing Director Compliance Pro Solutions, LLC
Carol Millwater Ryan	Executive Director Lake Sumter Medical Society&We Care of Lake
Mary Nicoli	Health Info Mgr/Coordinator Langley Health Services
Linda Renn, RHIT, CHPS, CCS, CPC, COC, CHTS - TR	VP, HIM Professional Services STAT Solutions, Inc.
Brandy Ziesemer, RHIA, CCS	HSM Professor/ Lake-Sumter State College

Lake-Sumter State College Advisory Committee

Name of Committee: Criminal Justice
Committee Chair: Scott Mack
College Liaisons: Dr. Christopher Sargent Associate Dean Workforce
Gregory Bridgeman, Program Manager
Academic Year: 2022- 2023

Name	Title, Organization
Charles Broadway	Police Chief Clermont Police Dept
Michael Bond	Training Center Director Lake Technical Center
Major Chris Delibro	Law Enforcement Operations Lake County
Rob Hicks	Chief of Police Leesburg Police Department
Scott Mack	Advisory Board Chair Leesburg Police Department
Captain Shane S. McSheehy	Eustis Police Department
David Rivers	Owner Forensic Consulting
Cpt Skott Jensen	Lake County Sheriff's Office Detention Center
Lt Elvin Rodriguez	Lake County Sheriff's Office Detention Center

Lake-Sumter State College Advisory Board Listing

Name of Committee: Engineering Technology
Committee Chair: TBA
College Liaisons: Dr. Christopher Sargent, Associate Dean of Workforce Development
Academic Year: 2022-2023

Name	Title, Organization
Steve Balias	SECO Energy Manager of Safety & Risk Management
Robert Cabrera	Duke Energy Director of C&M Relay
Derek Robertson	SECO Energy, Supervisor
David Thomas	City of Leesburg, Supervisor
Frank Uvanni	Duke Energy, Supervisor
Adrian Zvarych	Qualus Engineering, Area Manager Filed Services
Bob Seigworth	Elite Construction, Director of Safety and Training
Isabel Nieto	Duke Energy, Workforce Development Consultant
Gregg Morrell, VP of Corporate Services and Human Resources	SECO Energy
Jay J. Polizzi, Relay and Control Supervisor Substation Operations	TECO Energy
Richard J. Oris	Lake County Schools, Teacher
Melissa Stephan	Lake Tech, Director of Curriculum and Instruction
Justin King	Lake County Schools, Teacher
David A. Boatright	TECO Energy
Mark E. Day	Lake County Schools, Teacher

Lake-Sumter State College Advisory Board Listing

Name of Committee: Nursing RN
 Committee Chair: TBA
 College Liaisons: Dr. Jessica Shearer, Dean of Allied Health
 Academic Year: 2022-2023

Name and Title	Organization
Chief Nursing Officer Michael Stimson Director of Emerging Service Lines Holly Kolozsvary Director of Human Resources Wilky Briette Clinical Education Manager Sara Hickson Senior Manager of Education Erica Fritz	AdventHealth (Waterman)
Vice President of Support Services Vice President, Clinical Outcomes Ashley Stine AVP of UFH Leesburg Hospital Nursing Lori Richardson Vice President Chief Clinical Officer Cheryl Chestnutt AVP UF Health The Villages Hospital Nursing & UF Health Central Florida Emergency Services Linda Cason Division Director of Clinical Education Nancy Hernandez	UF Health Leesburg Hospital (formerly CFH-Leesburg) UF Health Central Florida Located at UF Health The Villages Hospital (formerly CFH – The Villages)
Director Tammy Youngren	Community Medical Care Center
Hospice Liaison Regina Marcano Director of Clinical Services Jamie House	Compassionate Care Hospice An Amedisys Company

Clinical Educator Jazmin Rivera	Cornerstone Health Services Cornerstone Hospice & Palliative Care
Diane Xeller Theresa Fair	Florida Department of Health
Director of Nursing Judith Walters	Lake Port Square
Health Science Department Coordinator Beth L. Thornton	Lake Technical Center
Director of Nursing Linda Bahlke	LifeStream Behavioral Center
Resident Services Director Maureen Murphy	Osprey Lodge
Student Coordinator, Nursing Clinical Learning Department Sandra Fleishman Learning Consultant, Corporate RN Residency Program, Clinical Learning Department Janna Wickham Manager, Clinical Education APH Learning Specialist Eileen Devine Assistant Vice President, Orlando Health Chief Nursing Officer, OH Winnie Palmer Hospital Patty Genday Nursing Operations Manager WPH Care Team Cynthia Alles Chief Nursing Officer Bonnie Onofre Learning Consultant Education Department Susana Masso Education Manager Holly Nyhuis Graduate Nurse Coordinator Education Department Wendy Smith Johnson	Orlando Health, Inc. Orlando Health Arnold Palmer Hospital Orlando Health-Winnie Palmer Hospital Orlando Health South Lake Hospital Orlando Health South Lake Hospital- SkyTop View Rehabilitation Center Orlando Health – Health Central Hospital

<p>Student Coordinator, Education Department Alisha Terborg</p> <p>Senior Director Human Resources Stephanie Stapelfeldt</p> <p>Administrator TBA</p> <p>Learning Specialist, Student Coordinator Health Central Hospital Education Kam Bushnell</p>	
<p>Managing Director of HR and Professional Development Tito Ardines, RN</p> <p>Executive Director / Home Health Administrator Therese Kirlew, RN</p>	<p>Waterman Village (Home Health Care)</p>
<p>Dean of Allied Health Dr. Jessica Shearer</p> <p>Director of ASN Nursing Program Dr. Christine Ramos</p> <p>Director of ASN Nursing Practice Brenna Broadway</p> <p>Director- Nursing Operations Deborah Dunlap</p> <p>RN-BSN Program Director Dr. Elinda Steury</p>	<p>LSSC Nursing – ASN</p> <p>LSSC Nursing – RN-BSN</p> <p>All Nursing Program Faculty and Staff Attend</p>

Lake-Sumter State College Advisory Board Listing

Name of Committee: Medical Laboratory Technology
 Committee Chair: TBA
 College Liaisons: Dr. Jessica Shearer, Dean of Allied Health
 Academic Year: 2022-2023

Name and Title	Organization
Nancy Hernandez, DNP, BSN, RN, UF Health, Corporate Director, Clinical Education	UF Health
Ashley Stine, UF Health, Vice President Clinical Outcomes	
Yvonne A. Kramarcik, MHS _c , HT(ASCP) ^{CM} AdventHealth Waterman Laboratory Manager Laboratory	Advent Health
Sara R. Hickson, MSN, RN, NPD-BC, AdventHealth Waterman, Clinical Education Manager	
Wanda Rodriguez, MT(ASCP), AdventHealth Waterman, Market Director Laboratory Lake - Sumter	
Fredrick M Moses, Jr, MT(AMT), Orlando Health, Director, Laboratory	Orlando Health
South Lake Hospital, Blue Cedar & Joe H. and Loretta Scott Free-Standing EDs	
Robin Johnson BS, MT(ASCP) Director of Laboratory Operations Vista Clinical	Vista Clinical
May Santiago, LSSC Faculty	LSSC
Jessica Shearer, LSSC, Dean of Allied Health	

Lake-Sumter State College Advisory Board

Name of Committee: Lineworker/Electrical Distribution Technology
Committee Chair: TBA
College Liaisons: Greg Jones
Academic Year: 2022-2023

Name	Organization
Bob Seigworth	Elite of Ocala
Ed Rook	Elite of Ocala
Greg David	City of Leesburg
Brad Chase	City of Leesburg
Darin Joyce	Team Fishel
Audrey Lewis	Duke Energy
Ryon Roberts	Duke Energy
James Auld	Florida Power & Light, NextEra Energy
David Trowell	Pike Energy

District Board of Trustees Agenda Item Cover Sheet



Office of the President

ITEM: 0123-12 Early College Agreements

Background/References

Per the Florida Statute 1001.64 (6), Each Board of Trustees has responsibility for the establishment and discontinuance of program and course offerings in accordance with law and rule.

In accordance with Florida Statute 1007.273 (1), each Florida College System institution shall work with each district school board in its designated service area to establish one or more early college programs. As used in this section, the term “early college program” means a structured high school acceleration program in which a cohort of students is enrolled full time in postsecondary courses toward an associate degree.

Summary

The 2023-2024 Early College Agreements for an Umbrella Agreement with Lake County, HSCA Agreement with Lake County, Criminal Justice Agreement with Lake County, Umbrella Agreement with Sumter County, and The Villages High School Agreement were previously provided.

Recommendation

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

Early College Programs Summary for Academic Year 2023-24

This document provides an overview of the Early College Program Agreements between Lake-Sumter State College and our partner schools. There are four major changes in the submission of these agreements:

- 1) The agreements previously referred to as “Collegiate High School” Agreements will now be referred to as “Early College Program” Agreements.
- 2) Early College Agreements will be submitted earlier in the calendar year
- 3) Each program must have its own signed agreement, but only an umbrella agreement needs to be submitted
- 4) New/Reformatted agreements for programs

Program Name Change

Starting with the 2021 FL Statute 1007.273, the program known as the *Collegiate High School Program* was renamed to *Early College Program*. All our agreements have been updated from *Collegiate High School* to *Early College Program*.

Earlier Submission

In prior years, the Early College Agreements were presented for approval in July along with the Dual Enrollment Agreements and submitted on August 1st. Upon clarification with the FLDOE, Early College Agreements are, by Statute, due earlier in the calendar year, not August 1st like the Dual Enrollment Agreements, suggesting that LSSC has been submitting the Early College Agreements late.

In 2022, the Early College Agreements were due to the FLDOE on March 1st. In 2023, the Early College Agreements are due to the FLDOE on February 1st, 2023. The agreements are being submitted for approval to get signed and sent to FLDOE by the February 1st deadline.

Umbrella Agreements

The FLDOE instructed that only one umbrella agreement per district must be submitted to the state, which can cover all program-specific agreements. As a result, two umbrella agreements were created for Lake and Sumter Counties, plus program-specific agreements for each Early College Program.

Proposed Changes for 2023-2024 Agreements:

1. All Early College Agreements were updated to reflect the template provided in Florida Statute 1007.273, which requires all agreements to have these sections:
 - a. Grade Levels of the Program
 - b. Description of the Program
 - c. Marketing and Recruitment Procedures of the Program
 - d. Delivery Methods of Instruction
 - e. Student Advising and Progress Monitoring mechanisms
 - f. Program Review and Reporting mechanisms
 - g. Funding arrangements for program
2. Dates changed to reflect the current year (July 1, 2023, to June 30, 2024)
3. All mentions of “Collegiate High School” have been updated to “Early College Program” per the name change indicated in Florida Statute 1007.273.
4. FLDOE requests at least one agreement per district for Early College Programs. These agreements may be umbrella agreements for schools with multiple programs. Two umbrella agreements were created, one for Lake County Schools and one for Sumter County Schools. These are general agreements acknowledging the existence of Early College Programs, directing them to the specific program agreements for program-specific details, and will be sent to the FLDOE upon signing. *The reason for this is so that as new Early College Programs are introduced, we only need to submit one agreement per district going forward.*
5. Additional agreements were created for Lake County Schools specific to the Health Science Collegiate Academy (HSCA) and the Criminal Justice Early College (CJEC) in Mount Dora HS.
 - a. Although there exists an HSCA Operational agreement between all the partners, there is currently no active Early College agreement between LSSC and LCSB that conforms to the template presented above. An agreement was created that meets the statute requirements. Nothing from the operational agreement was changed, just reiterated in the Early College agreement.
 - b. The CJEC program is a new initiative between Mount Dora High School and LSSC. The goal of this program is to begin in Fall 2023 with a small cohort of students. This agreement allows us to execute this program in the fall. The terms of the agreement are very general in nature and mirror the umbrella agreement until more specific needs of the program are developed. We are currently working on faculty credentialing and course scheduling.
6. There are currently no active Early College Programs with Sumter County Schools, so the umbrella agreement is the only one being signed and submitted.
7. The Memorandum of Understanding between LSSC and The Villages High School previously served as the Early College Agreement. This MOU did not conform to the Early College agreement requirements stated by statute. The MOU was reorganized to meet the general Early College agreement template. No policies nor procedures were changed, and nothing from the original MOU was removed.
8. No Dual Enrollment agreements were reviewed or changed during this process. Dual Enrollment Agreement review will begin on January 2023 and will be presented to the Board for review later in Spring 2023.

Definitions:

- **Dual Enrollment** – Through Florida Statute 1007.271, students in grades 6-12 may earn college credits at LSSC while completing high school requirements. These require a Dual Enrollment agreement that is submitted to FLDOE each year on August 1st and **are not** currently under review in this proposal.
- **Early Admission** – Per Florida Statute 1007.271(10), Early Admission allows students to enroll full time at LSSC for a more in-depth experiential college experience. Early Admission falls under the Dual Enrollment agreement due on August 1st and is not currently under review in this proposal.
- **Early College** – Per Florida Statute 1007.273, each FCS institution shall establish one or more Early College Programs. An Early College is a structured high school acceleration program in which a cohort of students is enrolled full time in postsecondary courses towards an associate degree. Unlike Early Admission, which falls under the Dual Enrollment agreement and allows students to take full time courses independently, an Early College utilizes a cohort model with a guided sequence of courses towards a program-defined outcome.
- **Dual Enrollment Agreement** – Agreement signed between Lake-Sumter State College and the partner school district/private school. In the case of Home Education students, the agreement is between LSSC and the parent/guardian of the student. The Dual Enrollment agreement also contains the Early Admission rules and stipulations. These agreements are due on **August 1st**.
- **Early College Agreement** – Agreement signed between Lake-Sumter State college and the partner school district/private school. Per FLDOE requirements, each FCS institution must have, at a minimum, a signed umbrella agreement with each school district that is submitted and executed by **February 1st**. Institutions must also have signed agreements for each individual Early College in their records, with submission to the FLDOE being optional as long as the umbrella agreement is on file.

Early College Programs Summary for Academic Year 2023-24

	Lake County, Umbrella Agreement	Lake County, HSCA	Lake County, Criminal Justice (CJEC)	Sumter County, Umbrella Agreement	Villages High School Early College (TVEC)
HS GPA Requirement	High School unweighted GPA of 3.0	High School unweighted GPA of 3.0	High School unweighted GPA of 3.0	High School unweighted GPA of 3.0	High School unweighted GPA of 3.0
Grade Level	9-12 grade	9-12 grade	9-12 grade	9-12 grade	10-12 grade
Test Score Requirements	Same as Dual Enrollment*	Same as Dual Enrollment*	Same as Dual Enrollment*	Same as Dual Enrollment*	Same as Dual Enrollment*
Maintain EC eligibility	2.0 LSSC 3.0 High School	3.0 LSSC 3.0 High School	2.0 LSSC 3.0 High School	2.0 LSSC 3.0 High School	2.0 LSSC 3.0 High School
Class Locations	N/A	4-year, at HS and LSSC 2-year, at LSSC only	At high school, LSSC, and online	N/A	At high school and online
Credit limit	3-18 credits fall/spring; 7 credits summer	12-18 credits fall/spring; 7 credits summer	3-18 credits fall/spring; 7 credits summer	3-18 credits fall/spring; 7 credits summer	3-18 credits fall/spring; 9 credits summer
Enrollment Periods	N/A	Recruitment begins spring for Fall Enrollment	Recruitment begins spring for Fall Enrollment	N/A	Recruitment begins spring for Fall Enrollment
LSSC Staff Assigned to Program	Executive Director, Early College Programs	HSCA Director, HSCA Assistant Director, Experiential Coordinator	Executive Director, Early College Programs	Executive Director, Early College Programs	Early College Center Manager
Funding Arrangements	N/A	LCSB and PLMH agree to pay \$4,580 per student for program expenses	LCSB agrees to pay \$71.98 per credit for courses taken at LSSC campus or online	N/A	VHS covers all course expenses; contributes up to \$3000 per month for EC Advisor

*Dual Enrollment Test Score Requirements (test scores eligibility is set by the state of Florida)

	Reading	Writing/English	Math
PERT	106	103	114
SAT	19	17	19
ACT	24	25	24

District Board of Trustees Agenda Item Cover Sheet



Lake Sumter
State College

Office of the President

ITEM: 0123-14 President's Update

Background/References

Each month the College President presents the District Board of Trustees with an updated report on Lake-Sumter State College business and events surrounding the college.

Summary

The reports contain information in reference to Legislative Updates, meetings and other miscellaneous items.

Recommendation

This item is provided as information only.

**Office of the President
Report to the District Board of Trustees
January 18, 2023**

Athletics

Mike Matulia, Executive Director

- Spring Sports Eligibility Submission; NJCAA/FCSAA.
- Baseball, Softball, and Volleyball Alumni Games on January 14th.
- Lakehawks Athletic Bus is operational and ready for team travel
- Men's Cross Country Team placed 8th at the NJCAA National Championship; Cooper Krug and Caleb Melendez were named NJCAA Coaches Association All-Americans
- Baseball, Softball, Beach Volleyball, and Cross Country Teams begin spring competition.

Department of Human Resources

Deborah Franklin, Executive Director

- Maintaining increased participation in diverse community events to enhance community awareness of full-time, part-time, faculty and student LSSC job opportunities through local & on campus events.
- Successfully completed Annual Employee benefits open enrollment, with new benefits in place effective January 2023. (10/24 – 11/4/2022)

Contract Administration

Bruce Duncan, Contract and Government Relations Administrator

- Working with President Bigard and the Lake County Delegation to prepare the College's 2023 Legislative priorities.
- Finalizing property donation from City of Eustis.
- Collaborating with staff on grant request for CDL expansion.
- Finalized lease agreement for Four Corners expansion.

Marketing and Strategic Communications

Kevin Yurasek, Executive Director

- The 66th Commencement Ceremonies went very well, and the Marketing team was proud to support the planning and implementation of two great ceremonies. Social media posts with pictures and videos from the event were popular after each ceremony.
- Marketing continues to support the launch of the Four Corners location at Cagan Crossings and is designing building and window signage for the renovation phase. Our expansion into this area was mentioned in an article in the Orlando Business Journal.

- The addition of a CDL and Lineworker site in the City of Eustis also garnered media attention from the Orlando Business Journal and local publications including the South Lake Tablet and Triangle News Leader.
- Completed the design and installation of a Lakehawks bus wrap for the new Athletics travel bus to travel in style.
- Marketing continues to support enrollment and retention efforts for students including implementing a communication plan over the holiday break, supporting timely messaging to students, and assisting in the design of materials for recruitment of new HSCA students.
- Collaborating with Human Resources on the implementation of an employee recruitment communication plan to increase the reach and awareness of our employment postings.
- As previously reported, our new Digital Engagement Coordinator has heavily focused on our social media presence. For 2022, our social media saw an increase in posts of 388% and a 256% increase in organic impressions for a total of 1,042,962. Nearly half of this growth occurred in Q4 after this position was filled and we are looking forward to continued growth and reach through our social platforms in 2023.

Professional and Organizational Development **Deborah Snellen, Executive Director**

- Presented Leadership Keys workshop for supervisors of part-time and student employees
- Presented communication and team building workshops for Cabinet and Admissions team
- Formed Steering Committee and launched the ACE Womens' Network Chapter at LSSC
- Offered two days of professional development sessions targeted for faculty (December 14 and January 4)

Campus Transformations **Sandra Stephenson, Executive Director**

Leesburg

- William-Johnson, Student Center, and Lake Hall buildings have been repainted with new colors.
- Athletics buildings, dugout, concessions stand, and restrooms were refreshed.
- Center for Teaching and Learning and the Finance Department were recently painted.
- New exterior doors and lights installed.

South Lake

- Cooper Memorial Library rooms 108 A and B were refreshed from wear and tear.

Sumter

- Rooms 4107 and 4108 were painted
- New furniture for classrooms, lobby, and office were provided.





District Board of Trustees Agenda Item Cover Sheet



Lake Sumter
State College

Office of the President

ITEM: 0123-15 Vice President's Updates

Background/References

Each month the college Vice Presidents present the District Board of Trustees with an updated report on Lake-Sumter State College business and events surrounding the college.

Summary

The reports contain information regarding the planning and operations in all divisions of the college.

Recommendation

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

Division of Academic Affairs
Report to the President and District Board of Trustees
January 10, 2023

Ms. Karen Hogans, Interim Vice President of Academic Affairs

Student Achievement

- Math success rates fall 2022 were very low across all courses. The Dean of Math and Science, Steve Clark, and math faculty are working to implement strategies to improve success rates spring 2023 and beyond.
- The Honors Program student retention rate for the class of 2023 fall to spring is 100%. Retention for the class of 2024 was 75%.
- One-hundred, eighty (180) ASN students enrolled for 2023: 36 first semester, 53 second semester, 43 third semester, and 48 fourth semester.
- Associate in Science in Nursing (ASN) faculty voted to accept the TEAS test in addition to the HESI pre-entrance test. The benchmark will be set at 72%. The scores will be good for two years. Students may take the TEAS three times in a calendar year with a minimum of 30 calendar days in between. Students must retake the entire test if they do not reach the 72% benchmark.
- Ten apprentices have completed the first two years of the electrician apprenticeship program. The apprentices will begin Year 3 in January. The remaining apprentices are in Year 1 or Year 2 of the program.

Programs and Partnerships

- ASN staff continues collaborative efforts with Lake Technical College to streamline the process for eligible LPN students into the LSSC ASN Bridge track.
- The LSSC Allied Health instructional space at the Advent Health Medical Office Building will house first and fourth semester students in the Spring 2023 semester.
- A new concentration and Advanced Technical Certificate (ATC) in Human Resource Management was proposed and approved by the curriculum and instruction committee to begin in the 23-24 year under the BAS in Strategic Leadership. The new concentration will be aligned with the Society of Human Resource Managers (SHRM) Certified Professional (CP) level which will lead to additional certification for program completers.

Teaching and Learning

- Three new full-time faculty have been hired to fill a few vacancies: Dr. Maoying Song (Chemistry), Mr. Raymond Wright (Biology), and Mr. Tyler Rhodes (Political Science).
- Summer and fall 2023 schedules are currently in development.
- The faculty professional development sessions, hosted December 14, 2022 and January 4, 2023, provided supportive and enriching sessions for all faculty. Several faculty members

created and presented sessions on topics such as Open Educational Resources, The Five Foundations of Teaching Excellence and Librarianship, Starfish (student support alert system), and AEFIS (our assessment platform).

- ASN Dedicated Education Unit (DEU) update:
 - UF Health will pilot a DEU unit this spring semester at the UF Health The Villages® Hospital (TVH), formerly known as The Villages® Regional Hospital, campus.
 - There will be 16 students (2nd/3rd/4th semester) at Advent Health taking part in the DEU.
 - There will be 16 students (3rd and 4th semester) at Orlando Health taking part in the DEU.
 - There will be 8 students (3rd semester) at UF-TVH taking part in the DEU.
 - We are actively seeking a DEU Coordinator.

Other

- The ACEN (Accreditation Commission for Education) visit is scheduled for February 14-16, 2023. The ASN self-study was submitted on January 2, 2023.

Enrollment & Student Affairs Division
Update for the President and Board of Trustees
January 18, 2023

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

Summary:

As of January 9, Spring 2023 enrollment stands at 4,417 headcount, an increase of 9.3% (+376) compared to this time last year.

The spring semester began on January 9, and enrollment will continue throughout the add/drop period, which closes January 15 for full semester courses. We also have a secondary bi-term beginning February 27, which will yield additional student enrollments for the spring semester.

Spring 2023 Enrollment Summary (1/9/23):

Campus	Last Term HC	Current Term HC	HC % Change
DI	4041	4417	9.3
LE	588	792	34.69
OL	3316	3609	8.84
SL	827	1122	35.67
SU	302	311	2.98

DI=LSSC District Total; LE=Leesburg; OL=Online; SL=South Lake; SU=Sumter

Recruitment and Enrollment

- Recruitment and enrollment activities remain active for the Spring 2023 second bi-term, which begins February 27.
- In addition to spring enrollment, there is tremendous focus on our upcoming summer and fall semesters. Early enrollment indicators are positive, with application numbers trending ahead of last year by more than 30%.

Early College Programs

- Student enrollment increased for both Dual Enrollment programs and Early College Academies in Fall 2022, with increases of 98 headcount (+8.09%) and 30 headcount (+10.03%) respectively.
- Fall-to-spring retention of high school juniors and seniors in the HSCA program improved to 94.04%, an increase of over 17 percentage points compared to last year. This

improvement is largely attributed to increased retention efforts from the HSCA support staff and faculty, including student check-ins every four weeks.

Retention and Student Engagement

- Our preliminary fall-to-spring retention percentage is 76.5 overall, up by nearly four percentage points compared to our final rate from last year.
- Twenty-one students were inducted into the National Society of Leadership and Success (NSLS) in December at a ceremony held on our Clermont campus.
- Four LSSC Student Government Officers participated in the FL College System Student Government Association Leadership Conference in November; one serving as the Region 3 Coordinator.

Graduation and Student Outcomes

- The College's 66th Commencement Ceremonies were held in Leesburg and Clermont this past December. Between the two ceremonies, 112 students participated and over 450 guests attended.
- LSSC Enrollment Service Specialist and 2022 graduate, Ivan Marcial, was awarded the Order of the Lakehawk in the Leesburg ceremony, which is the most prestigious and significant honor that a student may receive at Lake-Sumter State College. He was also the student commencement speaker in the Leesburg ceremony.

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 Institutional Advancement
Update for the President and Board of Trustees
January 18, 2023**

Dr. Laura Byrd, Senior Vice President, Institutional Advancement

Student Achievement

- Lakehawk Career Connect
 - A total of 723 employers are currently registered with Lakehawk Career Connect.
 - A total of 225 active job postings in November and 249 active postings in December.
 - 92 student hires were reported during the 2022 calendar year, representing an 85% increase over 2021.
- The next daytime bootcamp will begin January 23, 2023. There are 13 students enrolled.
- The CDL program had 21 student completers in December.
- The next South East Power Cooperative (SEPCO) Apprenticeship program begins January 10, 2023.
- The 6th Annual Scholarship Dinner is scheduled on Tuesday, March 7 on the Leesburg Campus. All Foundation Scholarship recipients from the last academic year are invited to share a meal with Foundation donors who help make their education a reality through scholarship awards.

Facilities and Resource Development

- We received a record number of 531 applications for Spring 2023 scholarships. This is an increase of 28% over last spring. We awarded over \$ 368,610 to all 531 students who applied.
- LSSC is submitting a United States Economic Development Administration Grant to support the Commercial Driver's License project on the donated property from the City of Eustis. The application will total \$500,000. LSSC will be required to complete a match of \$500,000.
- The LSSC Foundation received grant notification on an award from the Charles & Mary McLin Trust in the amount of \$30,000 to support Allied Health programs.
- The LSSC Foundation received grant notification on an award from United Way of Lake & Sumter Counties in the amount of \$15,000 to support the Rise Summer Math Academy.
- The Performing Arts Series presented Snow Globe Fantasy on December 3 and 4. We welcomed audiences of all ages, and everyone enjoyed the variety of talents, including an acapella group, silks acrobatic performer, dancing dogs, competition jump-ropers, and an acrobatic duo!
Snow Globe Fantasy has been the top-attended show to date. The series has raised \$98,648.00 in ticket sales, sponsorships, and contributions.
- The 2023 Shamrock Shuffle is scheduled for Saturday, March 4 at 8:00 am at the South Lake Campus. Registration and sponsorship opportunities are available.
- The Annual Board Meeting was held on January 10 at the Venetian Center in Leesburg to officially kick off the Annual Campaign to the community. The total raised to date is \$125,192.

- Invitations have been mailed for the 37th Annual Gala, scheduled for Friday, April 14, 2023 at the Brownwood Hotel. The board set the fundraising goal for the 2023 Gala for \$250,000 which will include revenue from sponsorships, contributions, raffles, and auction item sales. Sponsorships in the amount of \$55,500 have been secured to date and other opportunities are available. Thank you, Ernie Morris Enterprises for serving as the Presenting Sponsor at \$15,000.

Staffing

- LSSC welcomed Shannon Herrera as Development Officer, who will focus heavily on the Foundation's South Lake relationships and partnerships.
- LSSC welcomed Denny Buckler as the Foundation Coordinator, who will focus on all aspects of Foundation Events.
- LSSC Corporate and Continuing Education Department welcomed Carol Rabenstine to the Commercial Driver's License program. Ms. Rabenstine will serve as a CDL Examiner.

Gifts & Contributions over \$1,000 received November 1 –December 31, 2022

Name	Gift Amount	Fund Description	Gift Subtype
Roy & Ruth Ryan Foundation Trust, Inc.	\$10,000	Golf Tournament	Contribution
Marian S. Shuck Scholarship Trust	\$20,000	Golf Tournament	Contribution
Earl B. & Sophia H. Shaw Charitable Trust	\$20,000	Shaw Charitable Trust	Scholarships
Age Wave Solutions, Inc.	\$2,000	Golf Tournament	Contribution
Gulfpont Construction Company, Inc.	\$2,500	Athletics Unrestricted	Contribution
United Way of Lake & Sumter Counties, Inc.	\$2,500	Rise Summer Math Academy	Grant Revenue
Private Donor	\$10,000	Performing Arts	Contribution
Private Donor	\$5,000	Athletics Scholarship	Scholarships
Private Donor	\$5,193	General Scholarship	Scholarships
Rotary Club of Leesburg	\$2,800	Rotary Club of Leesburg	Addition to Endowment
Westgate Resorts Foundation, Inc.	\$20,000	Westgate Resorts Grant-Veterans	Grant Revenue
Private Donor	\$1,000	Annual Campaign	Contribution
First National Bank Of Mt. Dora	\$10,000	Diagnostic Medical Sonography	Grant Revenue
Private Donor	\$1,000	General Scholarships	Scholarships
Charles B. McLin & Mary M. McLin Foundation	\$30,000	Diagnostic Medical Sonography	Grant Revenue
Private Donor	\$1,250	Annual Campaign	Contribution
Educational Foundation Of Lake County	\$1,080	Athletics Unrestricted	Contribution
eTeamsponsor Inc.	\$2,160	Athletics Unrestricted	Contribution
LSSC Athletics	\$2,135	Athletics Unrestricted	Contribution
Geraldine Ness	\$1,000	Annual Campaign	Contribution
Zonta Club of The Villages, Inc.	\$2,000	General Scholarships	Scholarships
Private Donor	\$5,000	LSSC Nursing Program Legacy Scholarship	Scholarships
Lake County Sheriff's Office	\$1,000	Annual Campaign	Contribution
Hans & Cay Jacobsen Foundation	\$20,000	Nursing	Contribution
William & Opal Wilson Memorial	\$2,000	William & Opal Wilson Mem Ed Scholarship	Scholarships
Robert & Mary Jane Carraway	\$1,000	Annual Campaign	Contribution
Electrical Works	\$1,000	Electrical Apprenticeship	Scholarships
Dr. Robert & Merrell Westrick	\$1,000	Dr. Robert Westrick Endowment	Addition to Endowment
Rogers Family Foundation	\$25,000	Rogers Foundation	Scholarships
Ohlsson Charitable Trust	\$22,500	Arthur J. & Esther A. Ohlsson Charitable Trust	Scholarships
Jerry & Dot Krawczyk Memorial Trust	\$10,000	McKee Endowment for Nursing Scholarship	Addition to Endowment
Jon Cherry	\$1,000	Nursing - Lifestream	Scholarships
Total	\$241,118		

Technology Innovation Division
Report for the President and District Board of Trustees
January 18th, 2022

Nick Kemp, Vice President of Technology Innovation/CIO

Student Achievement

- More than 100 LSSC faculty and staff participated in the college's inaugural Assessment Exchanges in November and the College is now preparing for the 2023-2024 assessment cycle. This included 13 Academic Program assessment plans and 26 Service Area assessment plans. Each Unit developed 4-6 outcomes to focus their collection of evidence to showcase their efforts, inform decision-making, and contribute to the college's continuous improvement practices.

Service Area - focused on operations, training and development, compliance, and positive student experiences

- over 100 outcomes
- over 250 assessment methods/evidence

Academic - focused on student learning

- over 65 outcomes
- over 120 assessment methods/evidence
- 30+ courses assessing students' achievement of the Communication & Social Responsibility Institutional Student Learning Outcomes

Facilities and Resource Development

- Seven Ring Central cloud-based phones have been installed at the Dedicated Education Unit of Tavares Waterman. These phones mark the beginning of a yearlong shift for the institution from CenturyLink landline phones to cloud-based technology. This technology allows the College to easily enable communication capabilities as we look to continue to expand and grow.
- The Faculty Self-Service module has been implemented and is available to faculty via myLSSC. Faculty members can perform their everyday class tasks using self-service functionality. The module is an intuitive, responsive, mobile user experience that streamlines administrative management and accommodates the daily needs and experiences of faculty members.
- The College is investing in a new Customer Relationship Management (CRM) program. The CRM will replace multiple spreadsheets, databases and applications currently used to track communications to leads, current and past students. This will result in better communication, efficiency in processes and overall image development. The CRM will consolidate forms, emails, text messages, appointments and events in one convenient location.

The CRM consist of three separate programs. We have reached an agreement with Salesforce, Target X, and Axiom.

- **Salesforce** is a cloud-based software company that will provide us with tools to help find more prospects, close more deals, and provide a higher level of service to our students.
- **Target X** delivers out-of-the-box CRM solutions in Recruitment and Retention that allow higher education professionals to get back to the business of delighting students with a mobile-first, personalized, and outcomes-oriented student experience.
- **Axiom Elite** uses a combination of Stored Procedures, and API calls to push translated, clean data to the Student Information System. Axiom uses proprietary functionality to accommodate all institution specific business logic to the data at the upload phase.

Staffing

- Two new departments have been created in the Technology Innovation Division. The Production & Education Technology Services department will be led by Wes Redman and will consist of the Audio-Visual section, the Production Studio, and Theatre Production.

The Technology Innovation Operations department will be led by Mike Nathanson and will oversee the website design and support, LMS maintenance and support, application management, digital transition to the cloud, and all technical documentation management.

Facilities Planning and Operations Division
Update for the President and District Board of Trustees
January 18, 2023

Thom Kieft, Vice President, Facilities Planning and Operations

Facilities and Resource Development

Leesburg Campus

- The Facilities Department has recently had a new hire of a Facilities Technician II, Hemchan “Roy” Outar.
- The Center for Teaching and Learning (CTL) is having the roof renovated. A portion of it was replaced due to wet insulation and new gutters have also been installed.
- A new testing suite was created in the Center for Teaching and Learning (CTL) with five distraction reduced testing cubicles or rooms. The testing staff office suite was repainted along with the CTL hallway.
- A roofing vendor conducted repairs in multiple areas of the Gymnasium roof, including the area above the women’s restroom.
- New exterior building signage has been installed on the freshly painted Student Center and Williams-Johnson Buildings.

Sumter Center

- The new monument sign at CR 526 East and HWY 301 has been installed and the sign and message board are functioning and highlighting LSSC’s Sumter Center programs.
- On the south side of Building 4, a new green metal cover has been installed to protect and cover the cooling pipes leading from the chiller yard to the mechanical room.
- Facilities and Marketing staff have met with the sign vendor to identify the location of an additional LSSC sign near the corner of CR 526A and CR 528. This sign should be installed on Feb. 7.

South Lake Campus

- A roofing vendor has repaired roof leaks in the Cooper Memorial Library and Bldg. 2 as well as made improvements to the covered walkway between Bldgs. 1 and 2.
- A building envelope vendor has made repairs to fix the leak in the Bldg. 2 Boardroom.
- The highway 50 facing LSSC sign on the Science-Health Building was repaired.
- Work is progressing on the pipework needed for the Cooper Memorial Library chiller replacement and temporary connections. The old chiller will be removed and the new chiller put in place in late February.

Staffing

- Emergency fire drills were conducted on all three campuses the week of January 16. This includes fire drills at the Cooper Memorial Library on the South Lake Campus, the Health-

Sciences Center and Williams-Johnson Bldg. on the Leesburg Campus, and Buildings 1 and 5 at the Sumter Center.

- The Executive Director of Campus Safety updated and submitted the College's Continuity of Operations Plan to DOE and Florida Department of Emergency Management
- Campus Safety conducted lighting surveys on all campuses to determine areas where work orders need to be submitted or additional lighting needs to be added.
- Campus Safety collaborated with the Events Department to prepare for and supervise several large events held on campus in December including Nursing Pinning and Commencement.

Student Achievement

- A Lakehawk Preview Admissions Event held at the Sumter Center on Nov. 16.
- The Associate Dean of Students/Sumter Center attended the ATIXA 2022 Annual Conference for Title IX training.
- The Associate Dean of Students/Sumter Center co-facilitated two New Student Advising and Registration sessions for FTIC students for spring 2023.

District Board of Trustees Agenda Item Cover Sheet



Lake Sumter
State College

Office of the President

ITEM: 0123-16 Board Committee Reports

Background/References

The Lake-Sumter State College District Board of Trustees has created five committees, on which the Board Chair will assign each Board member to serve. A list of these committees and assignments will be brought to the Board for approval.

Summary

The above committees meet regularly and minutes will be given to the District Board of Trustees reporting on the latest developments within the five committees.

Recommendation

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

District Board of Trustees Agenda Item Cover Sheet



Lake Sumter
State College

Office of the President

ITEM: 0123-17 Board Attorney Report

Background/References

Each month the college attorney, Anita Geraci-Carver, presents the District Board of Trustees with an updated report on any legal matters on behalf of Lake-Sumter State College.

Summary

The report contains information in reference to legal matters and other miscellaneous items.

Recommendation

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



January 9, 2023

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

Re: Board Attorney Report for January 18, 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. Discovery is ongoing. On March 15, 2022 Leadership Lake County, Inc. filed an Amended Notice of Appearance listing two attorneys who will be representing its interests. Discovery is ongoing. Mediation was held September 1, 2022. A settlement was not reached at mediation. Discovery is continuing.

David Walton v. Lake Sumter State College, Case No. 2021-01; 5D22-0794. On March 31, 2022 Dr. Walton filed an Administrative Notice of Appeal with the Fifth District Court of Appeal seeking judicial review of the Board of Trustee's decision. Attorney Brian Koji will be representing the College in the appeal. Mediation was held May 26, 2022 and resulted in an impasse. Oral arguments will be held February 7, 2023.

United Faculty of Florida-Lake Sumter State College (full-time teaching faculty). During negotiations held October 11, 2022 the UFF indicated they are declaring impasse in the negotiations. The outstanding issue is the discipline article. After submitting its written declaration of impasse to PERC, PERC will appoint a Special Magistrate who will hear from each party then issue a recommendation to the Board of Trustees for consideration. A declaration of impasse has not been filed as of this date.

Service Employees International Union (SEIU) Florida Public Services Union (FPSU) (Part Time Adjunct Instructors). Nothing to report at this time.

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



District Board of Trustees Agenda Item Cover Sheet



Lake Sumter
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ITEM: 0123-18 Cagan Crossing Town Center Lease Agreement

Background/References

At the November 16, 2022 Lake-Sumter State College District Board of Trustees meeting, the Board of Trustees approved President Bigard to negotiate a space lease in the Four Corners area of Lake County to be able to occupy space to offer LSSC classes as soon as the Fall 2023 semester.

Per Florida Statute 1001.64 (37) the Board of Trustees may purchase, acquire, receive, hold, own, manage, lease, sell, dispose of, and convey title to real property, in the best interests of the Florida College System institution.

Summary

The lease agreement is for approximately 4,800 sq. ft. of Cagan Crossings Town Center space for 7 years for \$7,960 per month. There is a rent increase of 2% per annum and no common area maintenance fees will be charged for the length of the initial 7-year lease nor the 3-year lease extension option. The lessor will provide the lessee (LSSC) \$150,000 for tenant improvements to the space.

Recommendation

Approve the lease agreement with The Glen at Cagan Crossing Unit Three.

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Lake Sumter
State College

Office of the President

ITEM: 0123-19 Pinecrest Academy Inc. Lease Addendum

Background/References

Pinecrest Academy Inc. has been leasing space in classrooms in the Cooper Memorial Library and Building 1 on the South Lake Campus for the last three school years and have been paying based on the mutually agreed upon space usage. Pinecrest currently has 9th, 10th, and 11th grade students on the LSSC South Lake Campus.

Per Florida Statute 1001.64 (37) the Board of Trustees may purchase, acquire, receive, hold, own, manage, lease, sell, dispose of, and convey title to real property, in the best interests of the Florida College System institution.

Summary

Pinecrest Academy Inc. leadership has approached President Bigard to request an extension of the Facility Use and Lease Agreement for one more academic year as they construct a high school. Pinecrest would not add the incoming 9th grade class of students in 2023-2024 to the LSSC campus and have a similar number of students that are currently on the South Lake Campus next year as 10th, 11th, and 12th grade students.

Pinecrest has not requested additional space, yet would like to extend the lease using the same amount of space as they are leasing in the 2022-2023 school year, which is a little more than 16,000 sq. ft.

Recommendation

In the proposed 2023-2024 lease agreement addendum, it is recommended to increase the rate to \$25.00 per sq. ft. for the school year, which is a similar percent increase as the previous year's increase.

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ITEM: 0123-20 Awarding of Architect Services

Background/References

In accordance with Florida Statute 287.055, Consultant's Competitive Negotiation Act, the District Board of Trustees may enter into an agreement for professional services with a firm whereby the firm provides professional services to the College for projects in which the estimated construction cost of each individual project under the contract does not exceed \$4,000,000. This authorization also aligns with Board Rule 6.09, Purchasing.

Summary

Final selection will be presented on the January 18th, 2023 District Board of Trustees meeting.

Recommendation

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

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Office of the President

ITEM: 0123-21 Accreditation Update

Background/References

Per the Florida Statute 1008.47, Institutions are permitted to seek institutional accreditation from a State Board of Education (SBOE)-identified accreditor in the year following reaffirmation or fifth-year review by their current accrediting agency.

Summary

It is proposed that the College transition to the Higher Learning Commission, while maintaining dual accreditation with SACSCOC.

Proposed Timeline for Transition to HLC	
Present to Board of Trustees	January 2023
Attend HLC National Conference	March 24-28, 2023
Submit Application to USDOE for transition to HLC demonstrating “reasonable cause” to change accrediting agencies.	May 2023
Submit application to HLC	September 2023
Establish portal for maintaining accreditation records.	October 2023
Submit fifth year review to SACSCOC	July 2026
Fully transition to HLC	January 2027

Recommendation

This item is for discussion only.

District Board of Trustees Agenda Item Cover Sheet



Lake Sumter
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ITEM: 0123-22 Pursue HSCA Expansion into North Lake

Background/References

Per the Florida Statute 1001.64 (36), each Board of Trustees may enter into lease-purchase arrangements with private individuals or corporations for necessary grounds and buildings for Florida College System institution purposes, other than dormitories, or for buildings other than dormitories to be erected for Florida College System institution purposes.

Summary

Lake-Sumter State College is preparing to expand its Health Sciences Collegiate Academy (HSCA) program to the Leesburg campus for high school juniors and seniors residing in the North Lake area beginning Fall of 2023. Enrollment has grown to capacity with over 350 total students for Fall of 2023. Given the student demand and support from our prospective North Lake healthcare partners, expanding is the next step to improve student access and community need.

Recommendation

Pursue expanding the HSCA Program into North Lake County.

HSCA North Lake Expansion Plan Summary

Lake-Sumter State College is preparing to expand its Health Sciences Collegiate Academy (HSCA) program to the Leesburg campus for high school juniors and seniors residing in the North Lake area beginning fall of 2023. The Clermont-based HSCA program first launched in 2015, serving high school students in grades 9-12 with interest in pursuing a healthcare-related career. Since then, enrollment has grown to capacity with over 350 total students this fall (150 juniors and seniors), with many traveling from the Leesburg area to attend. Given the student demand and support from our prospective North Lake healthcare partners, expansion is the natural next step to improve student access and address our community's need for skilled and credentialed healthcare professionals.

Below is a recap of the recent action by the HSCA Governance Committee and the intended timeline for expansion beginning in Academic Year 2023-24:

- October 2022: The HSCA Governance Committee approved a motion to expand the two-year program to the Leesburg campus and Committee membership to supporting hospital partners in North Lake.
- January 2023: The HSCA Operating Agreement will be amended to expand enrollment capacity and include North Lake hospitals as programmatic and Governance Committee members.
- February 2023: The amended HSCA Operating Agreement will be reviewed for approval by appropriate parties.
- February 2023: Student recruitment and program marketing will begin in preparation for fall enrollment in both Clermont and Leesburg.
- March 2023: Fall course schedules will be set by Academic Affairs to ensure appropriate availability at both campuses.
- April-May 2023: Students will be accepted and enrolled into their respective programs with academic plans for 2023-24.

Following initial expansion to Leesburg, the College will continue its planning and assessment activities surrounding the HSCA program to maximize access and contribute to the growing need for healthcare professionals in Lake and Sumter Counties.

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ITEM: 0123-23 Sports Business Program

Background/References

Per the Florida Statute 1001.64 (6), each Board of Trustees has responsibility for the establishment and discontinuance of program and course offerings in accordance with law and rule.

Summary

Please review the attached summary.

Recommendation

This item is for discussion only.

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Lake Sumter
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ITEM: 0123-24 Capital Improvement Plan Priority Updates

Background/References

The State of Florida allocates funds for construction, renovation, repair, and maintenance of educational facilities through the Public Education Capital Outlay (PECO) funding program. Florida Colleges must submit a request for funding known as the Capital Improvement Plan (CIP). Request for funding is evaluated by the Florida Department of Education. Each project submitted is assigned an overall score based on a scoring rubric and is compared against each of the projects submitted by the Florida College System. Depending on the annual budget, funding is awarded to the top scored projects as funding for the year is available.

In June 2022, the District Board of Trustees approved and LSSC submitted the Capital Improvement Plan (CIP) Project Priority List to the state with the #1 priority being the Emerging Media Center/Auditorium (previous Fine Arts Building) Remodel in Leesburg and the #2 priority was the Building 2 First Floor Renovation in South Lake

Summary

After recent discussions with the District Board of Trustees Facilities Committee, Finance Committee, and Strategic Planning Committee, the new construction Workforce Development Center on the Leesburg Campus has become the top funding priority over the Emerging Media Center/Auditorium Remodel, Leesburg Library Remodel, and South Lake Building 2 First Floor Remodel. Since LSSC's Legislative Budget Request will request funds to construct the new Workforce Development Center, a new CIP Priority List should be submitted for 2023-2024 funding to include the new construction Workforce Development Center on the Leesburg Campus.

Recommendation

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

District Board of Trustees Agenda Item Cover Sheet



Office of the President

ITEM: 0123-25 Legislative Budget Request

Background/References

The rapid population growth in the State of Florida is positively impacting the growth in Lake and Sumter Counties. Both counties are among the top 10 fastest-growing counties in the state. Lake County is the 13th fastest growing county in the entire United States of America. This growth is driving innovation and intense workforce demand in an array of industries offering high-skill, high-wage positions. By adapting and responding to this demand, Lake-Sumter State College will continue to be a workforce engine, driving training and education opportunities in these counties.

By leveraging this opportunity and building on our commitment to excellence, Lake-Sumter State College will meet our students' needs—academically and professionally—as their expectations and learning styles change. We embrace our mission as a community college to increase access and opportunity for all of our students and all of the residents in the communities we serve.

The Workforce Development Center will serve as the central location on the campus of Lake-Sumter State College for academic support and workforce preparation. The College will reimagine and expand the concept of a traditional library into an immersive experience that offers a single location for academic support, career preparation, and workforce placement.

Summary

The College requests \$17.5M in state support for the Workforce Development Center on the Leesburg Campus of Lake-Sumter State College is new construction of a 50,000-square-foot, 2-story facility that will replace the existing Leesburg Campus Library building as well as two other outdated and dilapidated buildings. The three buildings are among the oldest on the Leesburg campus and are in significant need of repair to meet current building standards. Preliminary plans and discussions within the construction industry indicate that it would be 30% to 40% more expensive to renovate the existing structures than it would cost to build a new facility to replace them. The accreditation of Lake-Sumter State College hinges on the availability of quality library and research facilities available to our students

on our campus. The current facilities are far out of date and are not suited to accommodate the technical advances that have become available over the past six (6) decades.

The new facility will also replace some functions previously served by three buildings on the campus currently planned for demolition. In total, the new facility will replace over 71,000 square feet of existing space in five facilities with an innovative and modern facility providing all-in-one-place services and support to students. Modern construction will allow Lake-Sumter State College to utilize advancements in utility use and will result in significant savings in recurring costs we currently incur in the operation of the three buildings that we are seeking to replace. The College will be poised to expand our programs to align with the workforce demands of today's local economy. We will be able to provide technical and academic training in business, entrepreneurship, technology, logistics, cyber security, gaming/animation, robotics along with virtual and augmented reality.

Recommendation

It is recommended 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

