

LAKE TECHNICAL COLLEGE
Board of Directors Meeting
May 15, 2017
4:30 p.m.

Date:

The Board of Directors for Lake Technical College held a meeting on Monday, May 15, 2017. Board Chairperson, Mr. Fred Cobb, called the meeting to order at 4:30 p.m. in the Board Room, Eustis, Florida. Copies of the tabbed items will be included with the final, approved copy of the Meeting Minutes.

Present: Board Chairperson: Fred Cobb, Board Members: Mickey Gauldin, Joe Baxter, Fire Chief, Richard Keith, C.A. Vossberg, and Judy Beda; Board Officers: President, Dr. Diane W. Culpepper, PhD, Treasurer, Lorraine Foster, and Secretary, Lana F. Payne

Absent: Vice-Chairperson, Dr. Isaac Deas

Public Comment: None.

Reports: None.

Program Spotlight: A group-tour of The Center for Advanced Manufacturing Construction site was conducted by school administrators and Board of Director Members following the meeting.

Consent Agenda of May 15, 2017 (Tab 1 - 6):

The following Consent Agenda items were approved *M/S/P (*motion made, seconded, passed); no Members abstained.

- Meeting Minutes of the March 6, 2017 Regular Board Meeting
- Personnel: Part-time Approval to Teach, Full and Part-time Resignations
- 2017-2018 School Calendars for Lake Technical College Faculty/Non-Instructional
- 4th quarter Reports (Non-Cash Contributions & Property Disposition)
- 2017-2020 Strategic Plan - Lake Technical College
- 2017-2018 Agreement - Law Enforcement Conference Account

Financial Reports – 3-Month At-A-Glance Summary (Tab 7): Item required no Board action.

- Financial Report was reviewed by Business Manager and Board Treasurer, Lorraine Foster. No questions were raised by the Board.

Old Business – None.

New Business: (Tab 8): The following items were approved *M/S/P; no Members abstained.

- RFA: 2016-2017 Assessment of Executive Director by Board Member –Discussion of modification of Lake Technical College's (LTC) Executive Director's assessment process for Charter Board Members.

RFA: 2016-2017 Assessment of Executive Director by Board Member continued:

IT WAS THE BOARD'S CONSENSUS THAT THE "UNSATISFACTORY" GRADE INDICATED ON ITEM 17 OF THE ASSESSMENT WAS AN ANOMALY AND BOARD PRESIDENT COBB IS TO ASSESS EXECUTIVE DIRECTOR, DR. DIANE CULPEPPER, WITH THAT STIPULATION WHEN CONDUCTING THE ON-LINE ASSESSMENT FOR LAKE COUNTY SCHOOLS (LCS) ON BEHALF OF THE BOARD.

New Business continued: (Tab 9 – 11): The following items were approved *M/S/P; no Members abstained.

- RFA: 2017-2018 Executive Director Resolutions:
 - 2017-2018 Reappointment Resolution
 - 2017-2018 Personnel Resolution
- RFA Job Description Dean of Student Services – LTC – The new position is due to reorganization and will replace the current Dean of Enrollment and a portion of the Dean of Student Affairs duties that were formerly assigned to Mrs. Thomas; she now serves as Assistant Director. The new position will be assigned to the Professional/Managerial salary scale. No questions were raised by the Board.
- RFA Donated Property located in Starke, FL– Director, Jack Miller, notified Board Members that the donated property value increased from \$3,000 in 2014 to \$15,000 presently. It is part of a residential neighborhood and a school will never be built on the property; however the school continues to pay property taxes on the land. Administrators agreed that selling the property would be in the best interest of the school. No questions were raised by the Board.

Executive Director's Report: Discussion topics required no Board action.

- Legislative Update – Education Bills have not yet reached Governor Scott's desk. Technical Colleges will lose state Industry Certification funding in the 2017-2018 SY. Both the technical colleges and state colleges could be affected negatively by the budget; universities will not be negatively impacted. Regarding health insurance, a preliminary recommendation indicates a 7% increase. For full-time employees the estimated rate would be \$7106.00 and for part-time employees the estimated rate would be \$3,779.00.
- Accreditation - Council on Occupational Education (COE) - Members were reminded to mark their calendars to attend the fall Program Advisory Committee Reception in celebration of LTC's 50th Year Anniversary and in hosting the accreditation team on September 25, 2017 at 6:00 p.m.
- 2016-2017 Graduation ceremonies - Two separate ceremonies will held at LSSC on June 13, 2016. All members were invited to attend
- Campus visitors – 100 Umatilla Elementary (5th grade) students toured the main campus on May 15th and 16th.

- Dr. Culpepper discussed a new “Certificate to Credit” scholarship that she has been working on developing with Lake-Sumter State College (LSSC) President, Dr. Sidor. A press conference is planned for June 5, 2017. The scholarship funding came to LSSC from the Donnelly Foundation and President, Dr. Sidor felt that it would be good to provide scholarships to LTC students so they can attend LSSC.
- Director, Mrs. Stephan and Assistant Director, Mrs. Thomas have been diligently working on annual Perkins and Adult Education/ESOL Grants which will total just over \$600,000 in funding.
- Dr. Culpepper thanked President Cobb for his participation in the Student of the Year interviews for Career Technical Education. The Student of the Year will be announced at the upcoming graduation ceremony.
- Dr. Culpepper thanked Members, Judy Beda and Fire Chief, Richard Keith for attending the recent Fire Engine ceremony.
- Chief Keith mentioned that he attended the SkillsUSA State Conference. He congratulated all the students involved in the event and complimented the faculty members who put so much effort into their students at LTC.

Date and Time of Next Meeting: This item required no Board action.

IT WAS THE CONSENSUS OF THE BOARD TO MEET AT THE MAIN CAMPUS FOR THE TWO, 1ST QUARTER MEETINGS (TO INCLUDE ANY SPECIAL MEETINGS) BEGINNING AT 4:30 PM. THE SECOND, THIRD, AND FOURTH QUARTER MEETINGS MAY BE HELD AT OFF-CAMPUS SITES IN 2018 AND A MEETING TIME AND TRAVEL ARRANGEMENTS WILL BE DETERMINED FOR MEMBERS PRIOR TO THE MEETINGS.

- First Quarter: Monday, July 31, 2017 @ 4:30 PM
- Budget Meeting - Monday, September 18, 2017 @ 4:30 PM
- Second Quarter: Monday, December 11, 2017 (location/time TBD)
- Third Quarter: Monday, March 5, 2018 (location/time TBD)
- Fourth Quarter: Monday, May 14, 2018 (location/time TBD)

Meeting adjourned: M/S/P; no Members abstained.

At approximately 6:00 p.m. the group finished their tour of The Center for Advanced Manufacturing construction site, ending the meeting.

Respectfully submitted,

Diane W. Culpepper

Executive Director