



# **DISTRICT BOARD OF TRUSTEES BOARD MEETING**

**SEPTEMBER 27, 2023  
4:00 PM**

## **LOCATION:**

HILLBOROUGH COMMUNITY COLLEGE  
DALE MABRY CAMPUS  
4001 WEST TAMPA BAY BLVD.  
STUDENT SERVICES BLDG., ROOM 108  
TAMPA, FL 33614

## **PUBLIC ACCESS:**

VIA ZOOM

CLICK [HERE](#) TO JOIN

**HILLSBOROUGH COMMUNITY COLLEGE**  
**DISTRICT BOARD OF TRUSTEES**  
**BOARD MEETING**  
**SEPTEMBER 27, 2023 – 4:00 P.M.**  
**DALE MABRY CAMPUS, DSTU 106**  
**4001 WEST TAMPA BAY BLVD., TAMPA, FLORIDA, 33614.**  
**PUBLIC ACCESS [HERE](#)**

**Page No.**

|                |  |    |
|----------------|--|----|
| <b>1.0</b>     | <b><u>GENERAL FUNCTIONS</u></b>  |    |
| 1.01           | Call to Order  |    |
| 1.02           | Invocation   |    |
| 1.03           | Pledge of Allegiance   |    |
| 1.04           | Roll Call  |    |
| 1.05           | Welcome to Guests and Staff Members – Dr. Paige Niehaus  |    |
| 1.06           | Foundation Report  |    |
| 1.07           | Faculty and Staff Recognitions   |    |
| 1.08           | The Chairman recommends adoption of the Agenda, all revisions to the Agenda and approval of all agenda items marked “ <b>Consent</b> ”.  |    |
| 1.09           | The President recommends approval of the <b>August 23, 2023 Board Meeting minutes</b> (submitted herein for your review).  | 3  |
| <b>2.0</b>     | <b><u>HEARING OF STUDENTS</u></b>  |    |
| <b>3.0</b>     | <b><u>HEARING OF CITIZENS</u></b>  |    |
| <b>4.0</b>     | <b><u>HEARING OF FACULTY AND STAFF</u></b>   |    |
| <b>5.0</b>     | <b><u>HUMAN RESOURCES</u></b>  |    |
| <b>CONSENT</b> | 5.01 The President recommends approval of individuals for <b>full-time employment</b> . Each full-time employee will be compensated in accordance with the Board-approved Salary Schedule (submitted herein for your review).                  | 8  |
| <b>CONSENT</b> | 5.02 The President recommends approval of individuals for <b>part-time employment</b> during Term 23/FA. Each part-time employee will be compensated in accordance with the Board-approved Salary Schedule (submitted herein for your review). | 10 |
| <b>CONSENT</b> | 5.03 The President recommends acknowledgment of <b>employment separations</b> (submitted herein for your review).  | 12 |

|             |   |    |
|-------------|---|----|
| 5.04        | The President recommends approval of the revised 2023-2024 Salary Schedule (submitted herein for your review).  | 14 |
| <b>6.0</b>  | <b><u>EDUCATIONAL PROGRAMS AND STUDENT SERVICES</u></b>   |    |
| 6.01        | The President recommends approval of the course fee deletions and modifications to be effective SP/24, unless otherwise noted (submitted herein for your review). | 15 |
| <b>7.0</b>  | <b><u>INSTITUTIONAL SERVICES</u></b>  |    |
| 7.01        | The President recommends approval of the Annual Audit of the HCC Foundation (submitted herein for your review).   | 20 |
| <b>8.0</b>  | <b><u>FINANCIAL SERVICES</u></b>  |    |
| 8.01        | Informational Item Only – Financials June 2023  | 21 |
| <b>9.0</b>  | <b><u>ADMINISTRATIVE REPORT</u></b>   |    |
| <b>10.0</b> | <b><u>LEGAL REPORT</u></b>  |    |
| 10.01       | President's Evaluation  |    |
| <b>11.0</b> | <b><u>HEARING OF BOARD MEMBERS</u></b>  |    |
| 11.01       | Discussion: Board Priorities  |    |
| <b>12.0</b> | <b><u>ADJOURNMENT</u></b>   |    |

## Section 1

---

**HILLSBOROUGH COMMUNITY COLLEGE  
DISTRICT BOARD OF TRUSTEES  
BOARD MEETING  
WEDNESDAY, AUGUST 23, 2023 – 4:00 P.M.  
DR. GWENDOLYN W. STEPHENSON DISTRICT ADMINISTRATION CENTER-BOARD ROOM  
4115 N. LOIS AVENUE  
TAMPA, FLORIDA 33614  
MINUTES**

**1.0    GENERAL FUNCTIONS**

1.01    Call to Order

This meeting was also held by Zoom video conferencing. The public was reminded that questions or comments can be submitted to the Trustees' email address at any time.

1.02    Invocation

Trustee Watkins asked to keep the families of: Mary Belton, beloved mother of Keith Belton, Web Engineer, District Office; Mr. Felix Rodriguez, beloved father of Natalia "Jessica" Rodriguez-Guerra, Staff Assistant II, Student Services, South Shore Campus and Charlotte Crosson, retired HCC employee, Dale Mabry Campus, all who recently passed away in your thoughts and prayers.

1.03    Pledge of Allegiance

1.04    Roll Call

The following Trustees were in attendance:

- Nancy Watkins
- Aakash Patel
- Greg Celestan
- Chip Diehl
- Brian Lametto (virtual)
- Matthew Valentin

1.04.01    Trustee Watkins administered the Oath of Office to the new Student Trustee, Mr. Matthew Valentin.

1.05    Welcome to Guests, Staff and Faculty.

1.06    Foundation Report

Dr. Atwater introduced the new Executive Director of Development for the Foundation, Mr. Garrett Weddle. Mr. Weddle then provided the Board with a brief update of the HCCF activities and support.

TECO representatives were in attendance to present a major gift to the College consisting of \$312,000 annually for 5 years.

1.06.01    The Foundation Report was sent to the Board under separate cover. A summary of year end financials included:

- \$2.7M YTD in donations, up 13%.
- \$5.7M YTD total revenue.
- \$19M net assets up 12% from last year.

1.06.02 Fundraising Highlights include:

- TECO gift announced last month for a total of \$1.56M, which comes from \$312,000 annually for the next 5 years. There is also an option in the gift agreement to continue for another 5 years if program is productive. Several major gift conversations are currently proceeding with expected announcements soon. Search for Director of Development is underway.

1.06.03 Events

- Scholarship Partners Breakfast, September 22, 2023, at Bryan Glazer Family JCC.
- HCC Inshore Fishing Tournament, October 27, 2023 at Hula Bay Club.
- HCC Golf Tournament, December 4, 2023 at Tampa Palms Golf & Country Club.

1.06.04 TECO Check Presentation.

- TECO representatives were in attendance to present a major gift to the College consisting of \$312,000 annually for 5 years. as mentioned in 1.06.02 above. Trustee Watkins thanked TECO for their gift

1.07 Faculty, Staff and Student Recognitions

Angela Eveillard, Interim Executive Director of Marketing, provided the following faculty, staff and student recognitions:

1.07.01 **Eury Fernandez**, has been selected to receive Phi Theta Kappa's Spring Walgreens Pharmacy Technician Certification Scholarship

1.07.02 **Suzy DeVore**, Ybor City Campus theatre faculty presented at the Association for Theater in Higher Ed conference in Austin, TX on advocating for the arts and transfer students to a four-year BFA.

1.07.03 **Dr. Ken Ray** was appointed by the American Association of Community Colleges directors to serve on the commission on Diversity, Equity & Inclusion. The Commission on Diversity, Equity, and Inclusion will focus on ways colleges can embed the AACC/ACCT Joint Statement of Commitment to Diversity, Inclusion, and Excellence into the institutional culture and support diversity in the recruitment and hiring of leaders. The commission appointment term is from July 1, 2023, to June 30, 2026.

1.07.04 **Dr. Zeinab Motawe**, SouthShore Campus biological sciences faculty, will be partnering on a research study with Macmillan Learning.

1.07.05 **Dr. James FATHERRE**, Brandon Campus earth sciences faculty completed a new book, The Giant Clams. The 287-page book covers all twelve species, their biology, geographic ranges, conservation status, etc., and is illustrated with over five hundred photos.

- 1.07.06 **Dr. Richard F. Gaspar**, Ybor City Campus Professor of Communication, has been named as the first recipient of the College Media Association's Kelley Lash Scholarship
- 1.07.07 **Ken Hanks**, Ybor City music faculty will serve on the National Association Schools of Music's Commission for Community College Accreditation, and also as visitation team chair for the fifth year in a row the **Respiratory Care Program** has received the CoARC Distinguished RRT Credentialing Success Award.
- 1.07.08 **Gina Ricard**, Dale Mabry respiratory care faculty, will serve as the Florida Society for Respiratory Care president until March 2025.
- 1.07.09 **Paul Rabaut**, Ybor City Campus biology faculty and the HCC Sustainability team have earned a STARS rating in recognition of the college's sustainability achievements from the Association for the Advancement of Sustainability in Higher Education (AASHE).
- 1.07.10 **Miguel (Michael) Rodriguez**, was awarded PTK's highest award, the President's Award for Leadership Excellence
- 1.07.11 **Todd Joseph**, Dale Mabry psychology faculty, was appointment as the new Executive Director of Psi Beta, the national honor society in psychology for community colleges.
- 1.07.12 **Medical Lab Science** was granted a 10-year accreditation by the National Accreditation Agency for Clinical Laboratory Sciences (NAACLS).
- 1.07.13 **Dr. Shawn Robinson**, Brandon Campus mathematics faculty was honored with the Otis Jenkins Memorial Award at the Florida Kiwanis Convention
- 1.07.14 **Eric Johnson**, Director of Community and Government Relations, was named an Ambassador for the American Cancer Society's 2023 "Men Wear Pink" campaign. Ambassadors utilize their personal and professional networks to raise awareness and resources to fight breast cancer by promoting lifesaving research and patient programs for those fighting and surviving breast cancer.
- 1.08 The Chair recommended adoption of the agenda, all revisions to the agenda and approval of all agenda items marked "**Consent.**"
- Trustee Patel made a motion to approve, seconded by Trustee Celestan. After due discussion and consideration, approval was given by aye vote of all members present.
- 1.09 The President, recommended approval of the **June 28, 2023 Board Meeting Minutes.**
- Trustee Watkins asked if there were any additions or corrections to the minutes, hearing none, the minutes were approved as drafted.

## **2.0 HEARING OF STUDENTS**

## **3.0 HEARING OF CITIZENS**

#### **4.0 HEARING OF FACULTY AND STAFF**

#### **5.0 HUMAN RESOURCES**

- 5.01 The President, recommended approval of individuals for **full-time employment**. These individuals will be compensated in accordance with the Board-approved Salary Schedule.
- 5.02 The President, recommended approval of **part-time faculty and staff employment** recommendations for Term 23/FA. Each part-time employee will be compensated in accordance with the Board-approved Salary Schedule.
- 5.03 The President, recommended acknowledgment of **employment separations**.
- 5.04 The President, recommended approval of the **agreement between SEIU Adjunct Faculty and the College**.

Trustee Celestan made a motion of approval, seconded by Trustee Diehl. After due discussion and consideration, approval was given by aye vote of all members present.

#### **6.0 EDUCATIONAL PROGRAMS & STUDENT SERVICES**

- 6.01 The President, recommended approval of the **new courses, course deletions course modifications and the new program** to be effective FA/24, unless otherwise noted.

#### **7.0 INSTITUTIONAL SERVICES**

- 7.01 The President recommended approval of the **Foundation's use of College resources for the 2023 – 2024 fiscal year**.

Trustee Diehl made a motion of approval, seconded by Trustee Celestan. After due discussion and consideration, approval was given by aye vote of all members present.

#### **8.0 FINANCIAL SERVICES**

- 8.01 The President recommended approval of the requested **funding for the EduNav System** in the amount of **\$1,012,440**.

Trustee Celestan made a motion of approval, seconded by Trustee Patel. After due discussion and consideration, approval was given by aye vote of all members present.

- 8.02 The President recommended approval of the **application for final payment in the amount of \$7,336.47 to Charles Perry Partners, Inc.**

Trustee Diehl made a motion of approval, seconded by Trustee Patel. After due discussion and consideration, approval was given by aye vote of all members present.

- 8.03 The President recommended approval of **Budget Amendment #1**.

Trustee Diehl made a motion of approval, seconded by Trustee Patel. After due discussion and consideration, approval was given by aye vote of all members present.

- 8.04 The President recommended approval of **Budget Amendment #3** to decrease Fund 1 (General Fund) and **Budget Amendment #2** to increase Fund 7 (Plant Fund).

Trustee Celestan made a motion of approval, seconded by Trustee Patel. After due discussion and consideration, approval was given by aye vote of all members present.



8.05 Informational Item Only - **Quarterly Purchases.**

**9.0 ADMINISTRATIVE REPORT**

9.01 Dr. Atwater presented, as information only, the GLBA Report that is now a requirement for Higher Education to comply with per federal law. This will be an annual report.

9.02 ACCT Annual Congress, October 8-12, 2023 in Las Vegas. The Board Dinner will be held on Monday, October 8, 2023.

**10.0 LEGAL REPORT**

**11.0 HEARING OF BOARD MEMBERS**

11.01 Trustee Patel welcomed Mr. Weddle and is looking forward to seeing more big donations coming our way. He also congratulated Dr. Larissa Baía on her acceptance to Leadership Tampa.

11.02 Trustee Valentin thanked all the Trustees for welcoming him to the Board. He said he is honored to serve HCC and is looking forward to the year to come.

**12.0 ADJOURNMENT**

There being no further business, the meeting adjourned at 4:43 p.m.

## **Section 2-4**

---

**– THIS PAGE INTENTIONALLY LEFT BLANK –**

## Section 5

---

**RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES****Agenda Number: 5.01****CONSENT****BACKGROUND AND PERTINENT FACTS:**

These are personnel appointments for budgeted full-time positions.

**ECONOMIC IMPACT:**

All of the positions are budgeted within the current fiscal year (2023-2024). Except for temporary positions, these positions will be fully budgeted in subsequent fiscal years unless program or service changes or financial exigency requires that funds be discontinued.

**OBJECTIVE:**

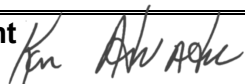
To provide necessary staff support for the appropriate divisional unit.

**LEGAL AUTHORITY:**

F.S. 1001.64; 1001.65

**RECOMMENDATION:**

The President recommends approval of individuals for full-time employment (submitted herein for your review). Each full-time employee will be compensated in accordance with the Board-approved Salary Schedule.

**Initiator****Date****Vice President/Campus President/Exec Dir of Human Resources****Date****District President****Date**

9/19/23

1-0-024 (2/04)

**FULL-TIME APPOINTMENTS**  
**SEPTEMBER 27, 2023 BOARD MEETING**

**FACULTY**

| <b><u>NAME</u></b> | <b><u>TITLE</u></b>       | <b><u>POSITION #</u></b> | <b><u>CAMPUS</u></b> | <b><u>START DATE</u></b> |
|--------------------|---------------------------|--------------------------|----------------------|--------------------------|
| Simmons, Kimberly* | Human Services Instructor | FFC10058                 | Dale Mabry           | 08/21/23                 |
| Taylor, Karen*     | Nursing Instructor        | FFC30035                 | Dale Mabry           | 09/14/23                 |

**STAFF EXEMPT**

| <b><u>NAME</u></b>     | <b><u>TITLE</u></b>                | <b><u>POSITION #</u></b> | <b><u>CAMPUS</u></b> | <b><u>START DATE</u></b> |
|------------------------|------------------------------------|--------------------------|----------------------|--------------------------|
| Campbell, Charlene     | Enrollment Development Coordinator | EFC0800023               | Ybor City            | 08/28/23                 |
| Costa, Dalisa**        | Special Projects Trainer           | EFC10V0028               | Ybor City            | 09/11/23                 |
| Petway, Jessica        | Financial Aid Counselor            | EFC0600030               | Brandon              | 09/11/23                 |
| Richardson, Cornelius* | Online Academic Advisor            | EFC06T0012               | Dale Mabry           | 09/05/23                 |
| Weinberg, Elli         | Financial Aid Counselor            | EFC0600037               | Collaboration        | 09/05/23                 |

**STAFF NON-EXEMPT**

| <b><u>NAME</u></b>     | <b><u>TITLE</u></b> | <b><u>POSITION #</u></b> | <b><u>CAMPUS</u></b> | <b><u>START DATE</u></b> |
|------------------------|---------------------|--------------------------|----------------------|--------------------------|
| Hinds, Dywayne**       | Lab Assistant       | NFC04V0005               | Ybor City            | 08/28/23                 |
| Suarez Del Toro, Dafne | Lab Assistant       | NFC0400082               | Ybor City            | 09/07/23                 |

\*Full-Time Temporary

\*\*Full-Time Temporary/Grant-Funded

## RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 5.02

**CONSENT**

### BACKGROUND AND PERTINENT FACTS:

The College has determined that part-time faculty and staff are needed to support the academic programs for the Academic Term 23/FA. Part-time faculty will be employed on a term-by-term basis. If additional part-time staff is needed, a supplementary list will be submitted for appointment.

### ECONOMIC IMPACT:

All of the positions are budgeted within the current fiscal year (2023-2024). All part-time faculty and staff budgets are reviewed during budget development and established based on enrollment projections and departmental need.

### OBJECTIVE:

To augment full-time faculty and staff with temporary assistance to meet the academic goals of the College.

### LEGAL AUTHORITY:

F.S. 1001.64; 1001.65

### RECOMMENDATION:

The President recommends approval of individuals for part-time employment during Term 23/FA (submitted herein for your review). Each part-time employee will be compensated in accordance with the Board-approved Salary Schedule.

Initiator

Date

Vice President/Campus President/Exec Dir of Human Resources

Date

District President



Date

9/19/23

1-0-024(2/04)

**PART-TIME APPOINTMENTS**  
**SEPTEMBER 27, 2023 BOARD MEETING**

**FACULTY**

| <b><u>NAME</u></b> | <b><u>TITLE</u></b>                | <b><u>POSITION #</u></b> | <b><u>CAMPUS</u></b> | <b><u>BEGIN DATE</u></b> |
|--------------------|------------------------------------|--------------------------|----------------------|--------------------------|
| Beauchamp, Mary    | Adj Nursing Instructor             | FPNC0069                 | Dale Mabry           | 08/25/23                 |
| Beilman, Daniel    | Adj Music Instructor               | FPNC0266                 | Ybor City            | 09/11/23                 |
| Curry, Yonnicka    | Adj Respiratory Therapy Instructor | FPNC0286                 | Dale Mabry           | 09/01/23                 |
| Dubin, Bryan       | Adj Political Science Instructor   | FPNC0417                 | SouthShore           | 09/14/23                 |
| Hajari, Sheila     | Adj Nursing Instructor             | FPNC0069                 | Dale Mabry           | 08/17/23                 |
| Kruthers, Billy*   | Adj Criminal Justice Instructor    | FPNNV006                 | Ybor City            | 08/28/23                 |
| Lawrence, Amy      | Adj Nursing Instructor             | FPNC0472                 | Dale Mabry           | 09/11/23                 |
| Marsell, Brandon   | Adj PSAV Instructor                | FPNN0071                 | Ybor City            | 09/13/23                 |
| Mayo, Armando      | Adj Speech Instructor              | FPNC0079                 | Dale Mabry           | 08/24/23                 |
| Midulla, Tracy     | Adj Art Instructor                 | FPNC0149                 | Ybor City            | 08/24/23                 |
| Sparrow, Richard   | Adj Music Instructor               | FPNC0266                 | Ybor City            | 09/12/23                 |
| Testa, Joseph      | Adj Law Enforcement NC Instr.      | FPNN0017                 | Ybor City            | 08/31/23                 |

**NON-FACULTY**

| <b><u>NAME</u></b>  | <b><u>TITLE</u></b>    | <b><u>POSITION #</u></b> | <b><u>CAMPUS</u></b> | <b><u>BEGIN DATE</u></b> |
|---------------------|------------------------|--------------------------|----------------------|--------------------------|
| Benjamin, Fiorela   | PT Technician          | ZPP20120                 | Brandon              | 09/14/23                 |
| Bouie, Jadon        | PT Technician          | ZPP20018                 | Dale Mabry           | 08/23/23                 |
| Cornock, Carson     | PT Technician          | ZPP20040                 | Brandon              | 08/25/23                 |
| Cuthbertson, Gerald | PT Advanced Technician | ZPP30118                 | Ybor City            | 09/12/23                 |
| Giunto, Nicholas    | PT Technician          | ZPP20018                 | Dale Mabry           | 08/23/23                 |
| Lamadieu, Susanna   | PT Technician          | ZPP20120                 | Brandon              | 09/06/23                 |
| Manalo, Ivy         | PT Associate           | ZPP50034                 | Dale Mabry           | 08/24/23                 |
| Mills, Emily*       | PT Associate           | ZPP5V017                 | Dale Mabry           | 09/13/23                 |
| Miralrio, Armin     | PT Advanced Technician | ZPP30078                 | Dale Mabry           | 09/12/23                 |
| Risch, Marie*       | PT Associate           | ZPP5V015                 | Ybor City            | 08/25/23                 |
| Ryan, Sean          | PT Advanced Technician | ZPP30227                 | Dale Mabry           | 08/23/23                 |
| Woertler, Don       | PT Advanced Technician | ZPC30026                 | Ybor City            | 08/23/23                 |

\* Part-Time Temporary/Grant Funded



**RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES****Agenda Number: 5.03****CONSENT****BACKGROUND AND PERTINENT FACTS:**

Upon review of documentation, it was determined that the employees listed herein will separate from employment at the College as indicated.

**ECONOMIC IMPACT:**

None.

**OBJECTIVE:**

To acknowledge separations.

**LEGAL AUTHORITY:**

F.S. 1001.64; 1001.65

**RECOMMENDATION:**

The President recommends acknowledgement of employment separations (submitted herein for your review).

**Initiator****Date****Vice President/ President/Exec Dir of Human Resources****Date****District President****Date**

9/19/23

1-0-024 (2/04)

**FULL-TIME SEPARATIONS**  
**SEPTEMBER 27, 2023 BOARD MEETING**

**RESIGNATION**

| <b><u>NAME</u></b> | <b><u>TITLE</u></b>                    | <b><u>CAMPUS</u></b> | <b><u>BEGIN DATE</u></b> | <b><u>END DATE</u></b> |
|--------------------|--|----------------------|--------------------------|------------------------|
| Busquet, Aimee     | Associate Dean of Accelerated Learning | District             | 08/06/15                 | 09/06/23               |
| Hajari, Sheila     | Nursing Instructor                     | Dale Mabry           | 08/06/15                 | 08/16/23               |
| Tapia, Dawna       | Academic Advisor                       | Dale Mabry           | 11/15/17                 | 08/25/23               |

**TERMINATION**

| <b><u>NAME</u></b> | <b><u>TITLE</u></b>   | <b><u>CAMPUS</u></b> | <b><u>BEGIN DATE</u></b> | <b><u>END DATE</u></b> |
|--------------------|-----------------------|----------------------|--------------------------|------------------------|
| Mikhail, Nagy      | Public Safety Officer | Dale Mabry           | 05/08/23                 | 09/07/23               |

**DECEASED**

| <b><u>NAME</u></b> | <b><u>TITLE</u></b>       | <b><u>CAMPUS</u></b> | <b><u>BEGIN DATE</u></b> | <b><u>END DATE</u></b> |
|--------------------|---------------------------|----------------------|--------------------------|------------------------|
| Day, William       | Human Services Instructor | Dale Mabry           | 08/21/97                 | 09/11/23               |

\* Full-Time Temporary

\*\* Full-Time Temporary/Grant Funded

## RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

**Agenda Number: 5.04**

### BACKGROUND AND PERTINENT FACTS:

Under Florida law, the minimum wage in Florida is required to go up \$1.00 per year until it reaches \$15.00 per hour in 2026. Currently, the Florida minimum wage is \$11.00 per hour and is required to go up to \$12.00 per hour on September 30, 2023. The College previously updated the minimum wage for all full-time employees to exceed the \$15.00 per hour requirement.

This item provides revision to the Salary Schedule for FY 2023-2024 to update minimum wage for **part-time employees** to \$12.00 per hour in accordance with Florida law effective September 30, 2023.

### ECONOMIC IMPACT:

Funds used for these items are currently budgeted and estimated to cost \$100,000.

### OBJECTIVE:

To provide a revised Salary Schedule for adoption by the Board of Trustees.

### LEGAL AUTHORITY:

F.S. 1001.64; 1001.65

### RECOMMENDATION:

The President recommends Board approval of the revised 2023-2024 Salary Schedule (submitted herein for your review).

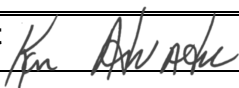
**Initiator**

**Date**

**Vice President/ President/Exec Dir of Human Resources**

**Date**

**District President**



**Date**

9/19/23

1-0-024 (2/04)

## Section 6

---

## RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

**Agenda Number: 6.01**

### BACKGROUND AND PERTINENT FACTS:

Course fee deletions presented by the Communication discipline group and a course fee deletion and course fee modifications presented by the Health Sciences discipline group were approved through the Academic Affairs Committee process. The proposals were forwarded to the Vice President for Academic Affairs who reviewed the recommendations with the appropriate staff and forwarded the proposals to the College President.

### ECONOMIC IMPACT:

The projected impact associated with the course fee increases is approximately \$12,600 annually. This is contingent upon student enrollment. All revenue from the course fees is used directly for lab supplies or for travel and study abroad expenses.

### OBJECTIVE:

To strengthen the college curriculum and provide needed lab materials to simulate critical occupational responsibilities.

### LEGAL AUTHORITY:

HCC 6HX-10-4.06

### RECOMMENDATION:

The President recommends approval of the course fee deletions and modifications to be effective SP/24, unless otherwise noted.

**Initiator**

**Date**

**Vice President/Campus President/Director of Human Resources**

**Date**

**District President**



**Date**

9/19/23

1-0-024(2/04)

**AGENDA ITEM 6.01 – APPROVAL OF COURSE FEES EFFECTIVE SPRING 2024 [NON-CONSENT]** – These fees were reviewed and if approved by the Board, will go into effect Spring 2024. The proposed reductions in the student fees are due to the identification of student lab cost savings. The proposed fee increase is due to the rising costs of travel for study abroad programs. Fees collected for courses are limited to covering the costs incurred by the College and will not generate a profit. All fee proceeds will be used to pay for consumable material and student travel costs.

**American Sign Language:** It is requested that this fee be eliminated. The fees that would be eliminated are the \$35 fees each for the ASL 1140C and ASL 1150C courses. The fees were used to run an on-campus computer lab that was staffed by those who were skilled in ASL. The lab was closed, and the Dale Mabry Campus does not intend to reopen it. The savings to students taking both courses would be \$35 per student per course or \$70 total.

**ALS 1140C and ASL 1150C** – The proposed fee is \$0/student.

|                                  |     |
|----------------------------------|-----|
| Total Cost for 30 Students/Class | \$0 |
| Cost per Student                 | \$0 |
|                                  |     |

**Honors Global Leadership Study Abroad:** The proposed fees cover the costs incurred by the College and will not generate a profit. The increased student fees are required to cover the rising costs of faculty and student airfare, ground transportation, lodging, and food while traveling and studying abroad. The current fee for the Honors Global Leadership Study Abroad program is \$1,200. The proposed fee is \$2,040 per student, an increase of \$840 per student.

**IDH 2955H** – The proposed fee is \$2,040/student. Student fees are for airfare, ground transportation, lodging, and food.

|   |          |
|---|----------|
| Total Cost for 15 Students/Class                                    | \$30,600 |
| Cost per Student  | \$2,040  |
| <i>Expenses: Airfare, ground transportation, lodging, and food.</i> |          |

**Dental Assisting:** The proposed fees are limited to covering costs incurred by the college and will not generate a profit. The Dental Assisting program is being converted from a non-college credit PSAV to a college credit ATD program. That conversion resulted in a complete review of the curriculum including student fees. Total student fees for the PSAV Dental Assisting program are currently \$1,034. Total student fees for the new ATD Dental Assisting program are \$627. This represents a total savings to the student of \$407.

**DES 1020L Head, Neck, and Dental Anatomy Lab** – The current fee is \$50 per student. The proposed reduced fee is \$30 per student. Student fees are for consumable lab and safety supplies.

|   |       |
|---|-------|
| Total Cost for 25 Students/Class  | \$750 |
| Cost per Student  | \$30  |
| <i>Soap for carving, colored pencils for drawing teeth, graph paper, jet acrylic for carving with slow speed hand piece, tray covers, gowns, gloves, and masks.</i> |       |

**DES 1052C Dental Pharmacology/Pain Control Lab** – The current fee is \$34 per student. The proposed reduced fee is \$6 per student. Student fees are for consumable lab and safety supplies.

|   |       |
|---|-------|
| Total Cost for 25 Students/Class  | \$150 |
| Cost per Student  | \$6   |
| <i>Gauze, wipes, towels, cotton tip swabs, prophyl angles, prophyl paste, topical anesthetics, tray covers, gowns, gloves, and masks.</i> |       |

**DES 1201L Dental Radiology Lab** – The current fee is \$200 per student. The proposed reduced fee is \$125 per student. Student fees are for consumable lab and safety supplies.

|   |         |
|---|---------|
| Total Cost for 25 Students/Class  | \$3,125 |
| Cost per Student  | \$125   |
| <i>Film, wipes, sensor sleeves, slide shields, waste disposal treatment, sterilization towels, towels, X-ray solution, film carrier, plastic cups, tray covers, gowns, gloves, and masks.</i> |         |

**DES 1801L Introduction to Clinical Procedures I Lab** – The current fee is \$175 per student. The proposed reduced fee is \$56 per student. Student fees are for consumable lab and safety supplies.

|  |         |
|--|---------|
| Total Cost for 25 Students/Class   | \$1,400 |
| Cost per Student   | \$56    |
| <i>Syringe and syringe parts, articulation paper, sterilization pouches, bonding agent kits, chair covers, cotton tip applicators, etchant gel, water picks and supplies, cotton rolls, ejector tips, matrix bands, topical anesthetic, plastic cups, tray covers, gowns, gloves, and masks.</i> |         |

**DES 1805L Clinical Practice I Lab (rotations)** – The current fee is \$175 per student. The proposed reduced fee is \$0 per student. This course does not require the use of lab supplies.

|                                  |     |
|----------------------------------|-----|
| Total Cost for 25 Students/Class | \$0 |
| Cost per Student                 | \$0 |
|                                  |     |

**DES 1832L Expanded Functions of Dental Auxiliaries Lab** – The current fee is \$225 per student. The proposed increased fee is \$235 per student. Student fees are for consumable lab and safety supplies.

|  |         |
|--|---------|
| Total Cost for 25 Students/Class   | \$5,875 |
| Cost per Student   | \$235   |
| <i>Gauze, acrylic polish sets, air/water tips, alcohol wick, alginate set, articulation paper, crowns, baseplate wax, biocide, resin, bonding agent kit, lab knives, cement mixing pads, dressing material, copalite varnish, side shields, cement powder, dry socket paste solution, etchant gel, fluoride applicator trays, fluoride foam, impression trays, IRM Standard, jet acrylic</i> |         |

|   |  |
|---|--|
| <i>kits, matrix strips, micro brushes, towels, floss, tray covers, gowns, gloves, masks, etc.</i> |  |
|---|--|

**DES 2101L Dental Materials Lab** – The current fee is \$175 per student. The proposed fee is also \$175 per student. Student fees are for consumable lab and safety supplies.

|  |         |
|--|---------|
| Total Cost for 25 Students/Class   | \$4,375 |
| Cost per Student   | \$175   |
| <i>Pumice, gauze, fast tray powder, dappen dishes, acrylic polish sets, air/water tips, alcohol wick, alginate set, articulation paper, crowns, baseplate wax, biocide, resin, buff wheel, plastic cups, zinc cement, bonding agent kit, lab knives, cement mixing pads, dressing material, copalite varnish, side shields, cement powder, dry socket paste solution, etchant gel, fluoride applicator trays, fluoride foam, impression trays, luting cement, jet acrylic kits, matrix strips, micro brushes, towels, floss, tray covers, face shields, gowns, gloves, masks, etc.</i> |         |



**Hillsborough Community College**  
September 2023 BOT

**Effective SU/23**

ASL 1140C, American Sign Language I

- Delete Course fee.

ASL 1150C, American Sign Language II

- Delete Course fee.

**Effective SP/24**

DES 1022L, Head, Neck, and Dental Anatomy Lab

- Decrease lab course fee from \$50 to \$30 per student.

DES 1052C, Dental Pharmacology/Pain Control

- Decrease lab course fee from \$34 to \$6 per student.

DES 1201L, Dental Radiology Lab

- Decrease lab course fee from \$200 to \$125 per student.

DES 1801L, Intro to Clinical Procedures I Lab

- Decrease lab course fee from \$175 to \$56 per student.

DES 1805L, Clinical Practice I Lab

- Delete course lab fee.

DES 1832L, Expanded Functions Lab


- Increase lab course fee from \$225 to \$235 per student.

IDH 2955H, Honors Global Leadership

- Increase course fee from \$1,200 to \$2,040 per student.

## Section 7

---

|   |                           |
|---|---------------------------|
| <b>RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES</b>   |                           |
| <b>Agenda Number: 7.01</b>  |                           |
| <b>BACKGROUND AND PERTINENT FACTS:</b>  |                           |
| <p>Pursuant to the state law, the Hillsborough Community College Foundation's annual Audit for the Fiscal Year 2022-2023 is submitted for the Board's acceptance. The Board is asked to review and accept the following:</p> <ul style="list-style-type: none"> <li>• College support of direct support organization's operating expenses</li> <li>• Annual change in the direct support organization's net assets</li> <li>• Direct-Support Organization's ability to cover indebtedness (both current and projected)</li> </ul> |                           |
| <b>ECONOMIC IMPACT:</b>   |                           |
| NONE  |                           |
| <b>OBJECTIVE:</b>   |                           |
| To submit the Fiscal Year 2022-2023 annual Audit of the Hillsborough Community College Foundation, Inc. to the HCC Board of Trustees for acceptance as required by state law.   |                           |
| <b>LEGAL AUTHORITY:</b>   |                           |
| F.S. 1004.64;1001.65;1004.70<br>SBE 6A-14.0261  |                           |
| <b>RECOMMENDATION:</b>  |                           |
| The President recommends the Board of Trustees review and accept the annual audit of the Hillsborough Community College Foundation, Inc. for the Fiscal Year 2022-2023.   |                           |
| <b>Initiator</b> L. Garrett Weddle  | <b>Date</b><br>09/14/2023 |
| <b>Vice President/Campus President/Director of Human Resources</b>  | <b>Date</b>               |
| <b>District President</b>    | <b>Date</b><br>9/19/23    |

## Section 8

---

## RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

**Agenda Number: 8.01**

### INFORMATION ITEMS ONLY MONTHLY FINANCIAL STATEMENTS

The Board has requested the monthly financial statements be submitted as informational only for their review. The financial statements for the month of June 2023.

#### LEGAL AUTHORITY:

Sections 1001.64; 1001.65 Florida Statutes

**Initiator**

**Date**

**Vice President/Campus President/Director of Human Resources**

**Date**

**District President**



**Date**

9/19/23

1-0-024(2/04)