

**HILLSBOROUGH COMMUNITY COLLEGE
DISTRICT BOARD OF TRUSTEES
BOARD MEETING
TUESDAY, APRIL 21, 2009 - 4:00 P.M.
DALE MABRY CAMPUS
STUDENT SERVICES BUILDING ROOM 108-112
MINUTES**

1.0 GENERAL FUNCTIONS

1.01 Call to Order

Mr. Huggins called the meeting to order at 4:00 p.m.

1.02 Pledge of Allegiance

1.03 Invocation

1.04 Roll Call

The following Trustees were in attendance:

Mr. Thomas Huggins, III

Mr. Daniel Coton

Mr. Andrew Graham

Mr. Rod Jurado

Ms. Nancy Watkins

1.05 Welcome to Guests and Staff Members

Mr. Huggins welcomed all guests and staff members.

1.06 Foundation Report

Dr. Adrienne Garcia, Executive Director of the Foundation, provided the Board with an update and reported that since March 2009, the Foundation has received \$45,000 in grants from the Children's Board of Hillsborough County. In addition, Dr. Garcia reported that the Foundation has also received the following gifts in the amount of:

College Support

- \$5,000 from Harris Corporation
- \$3,500 from Manufacturers Association of Florida
- \$2,500 from ConMed Linvatec Corporation
- \$833 from Fred's Market Plant City, Inc. towards \$10,000 pledge payment towards their \$50,000 Plant City Growth campaign

- \$500 from Community Foundation of Greater Sun City Center

Scholarships

- \$1,100 from The Bailey Family Foundation
- \$1,000 from Florida Gulf Coast ARMA, Inc.; and Kenneth W. Albert, Inc.
- \$800 from St. Regis Mohawk Tribe
- \$500 from Alpha Kappa Sorority, Inc.; and Jeneice Sorrentino

Internal Campaign

- \$936 from Dr. Felix T. Haynes
- \$780 from Dr. Adrienne M. Garcia
- \$520 from Robert M. Wolf

Presidential Showcase Sponsors

- \$2,500 (Silver Sponsors) from CapTrust Financial Advisors; Caspers Company; Cutler Associates, Inc.; Helios Education Foundation; and Skanska USA Building, Inc.
- \$1,000 (Patron Sponsors) Baker Barrios Architects; Donald H. Gilbert; Harvard Jolly, Inc.; Lackmann Culinary Services; RoyalAire Mechanical Services, Inc.; Tampa Bay Federal Credit Union; TECO Energy, Inc.; VoltAir Consulting Engineers

To date, the Presidential Showcase has generated \$55,000 in sponsorships, \$11,400 in ticket sales and \$1,000 in donations. Projections for the silent auction are \$10,000-\$12,000. Overall, the Showcase is expected to net \$60,000-\$65,000, which will be used for scholarships and are eligible for the state match program.

1.07 Faculty, Staff and Student Recognitions

- 1.07.01 Dr. Lydia Lyons, Director of HCC's Honors Institute, was recently asked to serve on the Gubernatorial Fellows Regional Selection Committee. The Gubernatorial Fellows Program is designed to provide leadership training to outstanding Florida graduates and undergraduates interested in public service.
- 1.07.02 The USF Chapter of Pi Mu Epsilon – the National Mathematics Honor Society – selected HCC graduate Matthew Wiseman as Outstanding Scholar of the Year 2009. This award was based academic performance and faculty voting. He was also accepted into the graduate mathematics program at USF and will begin this Fall. Mr. Wiseman expressed his thanks to the math professors at HCC.
- 1.07.03 Dr. Shawn Robinson was appointed by the Hillsborough County Board of County Commissioners to serve as a member of the Hillsborough County Economic Stimulus Task Force. The task force goals include

developing strategies, incentives and tools that will create new and higher paying jobs in Hillsborough County, stimulate economic development and improve long-term competitiveness.

Dr. Gwendolyn Stephenson has been selected to the Tampa Bay 100 by *Tampa Bay CEO Magazine*. The Tampa Bay 100 recognizes the One Hundred Most Influential Business Leaders who positively impact the region's economic development and community. Leaders across business, government, non-profit, civic and higher education are among those honored. Dr. Stephenson will be honored at an event on April 30th.

1.07.04 Two students of the HCC-FAMU Bridges to the Pharmaceutical Sciences Program, Nigeria McHellon and Wintana Teklemainanot, were selected to present their projects at the 23rd Annual Symposium on Career Opportunities in Biomedical Sciences and Health Professions in Louisville, Kentucky. Wintana won first place for her category.

1.07.05 For the past nine years, the Dale Mabry Students in Free Enterprise Club (SIFE) has teamed up with the IRS and the Financial Prosperity Campaign of Tampa Bay to offer free income tax preparation and filing. Qualifying individuals have total income of less than \$42,000. All returns are prepared by volunteers and reviewed prior to electronic filing. Refunds are typically received within 7 to 10 days.

Linda Tarrago leads this effort for HCC. Volunteers were: Elina Biuins, Angelica Acevedo, Michele Martinez, Barbara Smith-Pakinkas, Linda Tarrago, Bea Overton, Joe Dilorenzo, Shelia Menear, Mary Recinello, Mark Tarrago, Lauren Aracil, Andrew Guherrez, Matt Overstreet, Kimberly Plazewski, Wedly Solage and Delia Taylor.

Additionally, the group was recognized by the Hillsborough County Prosperity Campaign for their efforts and a certificate was presented. The group will also be recognized by the Hillsborough County Commission.

In all, over 675 hours of volunteered time were given to this effort. A total of 445 tax returns were completed for \$36,000 in refunds, 80% resulted in a direct deposit and 10% of the households had members with a disability.

1.07.06 On March 7th, the Dale Mabry campus hosted the African American Men's Health Forum. Hundreds attended the event during which free health screenings were provided. This is the ninth year that HCC has been involved and the eight year we have hosted the event at the campus. In appreciation of our efforts, the college was presented a plaque.

1.07.07 Dale Mabry Campus Highlights:

Dr. Robert Chunn, Campus President, introduced Frank Babcock,

Dean of Student Services and Director of Athletics, to provide an update on the athletic programs and to introduce the student athletes. Dr. Babcock informed the Board of the objectives of the student athletes at HCC: win with character development, win in the classroom and win athletically.

Dr. Babcock stated that he was often praised for having the most well-behaved group of student athletes and appreciated their ability to conduct themselves appropriately when representing the college. The students have also excelled in the classroom with 96% of student athletes with a GPA of 2.0 or higher, thanks to the coaching staff, faculty and study hall programs. And finally, Dr. Babcock recognized the HCC athletic team's ability to win consistently.

Dr. Babcock recognized the following student athletes:

- Female Athlete of the Year: Emily Calderon Reyes, First Team All Conference, First Team All State and First Team All American. Emily recently received a scholarship to St. Leo University.
- Male Athlete of the Year: Ware Hart, voted outstanding offensive player, batting a .392 with offers from UT and Valdosta State.
- Academic Athlete of the Year (Female): Nalleis Sanfeliz-Ramirez, volleyball award winner, First Team All Conference, national Lea Plaski Award Nominee, while maintaining a 3.75 GPA. Nalleis will attend North Florida University on a full volleyball scholarship.
- Academic Athlete of the Year (Male): Jay Higgins, First Team All Conference for two years, co-Mr. Basketball, Academic All-American Nominee and a math tutor with a 3.89 GPA. Jay just signed a scholarship with Eastern Michigan University.

Dr. Babcock recognized the Men's Basketball Team who was Conference Tournament Champions, receiving a top five ranking in the State of Florida, and hold a 23-7 record which is a Top-10 record of all time. Brad Haugabrook recently signed a scholarship with North Florida University and RJ Seversguard has been accepted academically to Fordham University. Dr. Babcock also thanked Coach Derrick Worrells for all his hard work.

The Women's Basketball team is the Southern Conference Co-Champions and the First All American in HCC Women's history. In addition, the team had the most wins in HCC history. Kristen "KT" Thomas has received offers from Florida A&M University, University of Tampa, Southern Illinois University and Eastern Michigan University.

HCC's Women's Tennis team, led by Florida State Tennis Coach of the Year, Chad Berryhill, was ranked second in the nation and just captured the Women's State tournament for the third consecutive year.

Jillian O'Neil was named the State Player of the Year. Three players on the women's team have a GPA of 4.0.

Dr. Babcock stated that scholarships totaling over \$1,000,000 have been awarded and expect that number to increase.

Dr. Babcock introduced Elizabeth Johnson, Dean of Associate Sciences. Ms. Johnson stated she was pleased to be able to speak to the Board about the Students In Free Enterprise Club (SIFE). The Club promotes entrepreneurial for students through programs and seminars and addresses the topics of market economics, financial literacy, personal success and business ethics. The team presented this year's club project to a panel of judges; 12 projects were documented and four were highlighted. On March 23, the college presented and was awarded first place and a \$1,500 prize at the regional SIFE competition. The prize money will be used to offset the cost of attending the national competition in Philadelphia, Pennsylvania where the team will compete against 17 other SIFE teams.

Congratulations were extended to the Linda Tarrago, Accounting & Business Professor, and SIFE team members Katherine Gonzalez, Rachel Ranscht, Wedly Solago, Nicole Barbara, Jason Gil, Pharouke Williams and Lauren Aracil.

On behalf of the board, Mr. Huggins congratulated everyone on their efforts and awards.

- 1.08 The Chairman recommended adoption of the Agenda and all revisions to the Agenda.

Dr. Stephenson explained that the agenda has been revised as follows:

- Agenda Item 5.03 [Consent] – The agenda item was amended to reflect the following: Non Renewal of Contract:

Dennis Sweeney, Dale Mabry, Dental Clinic Director, June 30, 2009

- Agenda Item 6.02 [Non-Consent] – The agenda item was amended to reflect the following addition of a Sabbatical Leave request:

Michael Schnurr, August 2009-August 2010

After due discussion and consideration, Mr. Jurado made a motion of approval as amended, seconded by Mr. Graham, with approval given by aye vote of all members present.

- 1.09 The President recommended approval of the minutes as follows:

March 24, 2009 [Regular Meeting]

The minutes were unanimously approved by all members present.

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 full-time employment recommendations. These full-time employees will be compensated in accordance with the BOT-approved Salary Schedule.

After due discussion and consideration, Mr. Coton made a motion of approval, seconded by Mr. Graham, with approval given by aye vote of all members present.

- 5.02 The President recommended approval of part-time faculty and staff employment recommendations for Term 09/SP. Each part-time employee will be compensated in accordance with the BOT-approved Salary Schedule.

After due discussion and consideration, Mr. Coton made a motion of approval, seconded by Mr. Graham, with approval given by aye vote of all members present.

- 5.03 The President recommended acknowledgment of employment separations.

After due discussion and consideration, Mr. Coton made a motion of approval, seconded by Mr. Graham, with approval given by aye vote of all members present.

6.0 EDUCATIONAL PROGRAMS & STUDENT SERVICES

- 6.01 The President recommended approval/acknowledgement of the Affiliation and Internship Agreements between the District Board of Trustees and agencies/offices where students will receive clinical experiences related to their educational program.

After due discussion and consideration, Mr. Coton made a motion of approval, seconded by Mr. Graham, with approval given by aye vote of all members present.

- 6.02 The President recommended approval of requests for Sabbatical Leave for the 2009-2010 Academic Year for faculty members Audrey Dunn (August 2009-August 2010) and Suzanne Lynch (August 2009 – January 2010).

After due discussion and consideration, Mr. Graham made a motion of approval, seconded by Mr. Jurado, with approval given by aye vote of all members present.

7.0 INSTITUTIONAL SERVICES

- 7.01 The President recommends acceptance of the donation of a 36" HP Design Jet printer with PostScript controller to be used by the SGA and Student Services department of HCC's SouthShore Center.

After due discussion and consideration, Mr. Coton made a motion of approval, seconded by Mr. Graham, with approval given by aye vote of all members present.

8.0 FINANCIAL SERVICES

- 8.01 The President recommends award of the Request for Proposal #2492-09 to Newton Seating Company, Inc. of Jacksonville, Florida, to provide engineering and design services for bleachers at the Gymnasium Building (DGYM) on the college's Dale Mabry campus for a total cost of \$92,209.

Mr Huggins asked about the ranking process and why the lowest bidder was not selected. Barbara Larson, Vice President for Administration, explained that other factors were considered including experience, references, plan and timeline for installing the equipment and comfort of the bleachers. In speaking with Vonda Melchior, Purchasing Manager, Ms. Larson explained that the timeline was the deciding factor to ensure installation would be complete by Fall 2009.

After due discussion and consideration, Mr. Graham made a motion of approval, seconded by Mr. Coton, with approval given by aye vote of all members present.

- 8.02 The President recommended approval of Amendment No. 1 to the contract with Horus Construction Services, Inc., establishing the Guaranteed Maximum Price in the amount of \$179,368.56 for the renovation of the bathrooms on the third floor of the Ybor Building located at the Ybor City campus.

Mr. Huggins commended Horus Construction Services, Inc. for their continued efforts in maintaining diversity in projects here at the college.

After due discussion and consideration, Mr. Jurado made a motion of approval, seconded by Mr. Graham. Mr. Huggins declared a conflict of interest and abstained from voting. Approval was given by aye vote by Mr. Jurado, Mr. Coton, Mr. Graham and Ms. Watkins.

- 8.03 The President recommended approval of Amendment No 3 to the contract with Crossroads Construction Company establishing the Guaranteed Maximum Price in the amount of \$276,557.00 for replacement of the air handling unit for the Academic Building (BACA) located at the Brandon campus.

Mr. Huggins asked about the low percentage of W/MBE participation on this project. Barbara Larson explained that the college is in the process of

systematically replacing all air handlers and other heating and air conditioning units across the campuses. As this requires a few specific trades, construction managers have had difficulty in identifying W/MBE subcontractors for this work.

After due discussion and consideration, Mr. Coton made a motion of approval, seconded by Mr. Graham, with approval given by aye vote of all members present.

- 8.04 The President recommended approval of the Purchase and Sale Agreement with Centex Homes, to purchase property located on the east side of 24th Street Northeast, north of College Avenue, and south of 19th Avenue Northeast in Ruskin, Florida, for \$1.9M and to pass a Resolution authorizing this purchase.

Mr Coton asked if this was final approval for the purchase. Dr. Stephenson advised no; by approving this contract and resolution, the college would have 30 business days to conduct due diligence. Ms. Watkins asked if the deposit was still required. Martha Kay Koehler advised yes but the deposit is fully refundable. Mr. Coton stated after 30 days it would be a binding contract. Mr. Huggins asked how much of the land is usable. Mr. Rob Wolf, Sr. Vice President of Operations responded that all land was usable.

After due discussion and consideration, Mr. Graham made a motion of approval, seconded by Mr. Jurado, with approval given by aye vote of all members present.

9.0 ADMINISTRATIVE REPORT

10.0 LEGAL REPORT

11.0 HEARING OF BOARD MEMBERS

Mr. Jurado reiterated Dr. Garcia's comments regarding the Presidential Showcase and encouraged everyone to buy a ticket to the event. Ms. Watkins also stated she was looking forward to the event and seeing everyone attend. Mr. Huggins stated his regrets at being unable to attend the Showcase this year.

12.0 ADJOURNMENT

- 12.01 There being no further business, the meeting adjourned at 4:45 p.m.