

**HILLSBOROUGH COMMUNITY COLLEGE  
DISTRICT BOARD OF TRUSTEES  
WEDNESDAY, APRIL 20, 2005 - 5:00 P.M.  
BOARD MEETING  
DALE MABRY CAMPUS  
STUDENT SERVICES BUILDING – ROOM 108-112  
MINUTES**

**1.0 GENERAL FUNCTIONS**

1.01 Call to Order

Dr. Gonzalez called the meeting to order at 5:05 p.m.

1.02 Pledge of Allegiance

1.03 Invocation

1.04 Roll Call

The following Trustees were in attendance:

Dr. W. Edward Gonzalez

Mr. Thomas Huggins

Mr. Daniel Coton

Mrs. Chappella I. Hill [6:00 p.m.]

Ms. Nancy Watkins

1.05 Welcome to Guests and Staff Members

Dr. Gonzalez 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 the Foundation has received \$30,000 from Scholarship America, in response to a grant submitted by the College for student awards for financial emergencies, which the Foundation will be challenged to match for next year; \$6,000 from the Mayor's Beautification Program for scholarships; \$1,500 from Original New Tampa Grads group for an endowed scholarship; \$500 from the Athena Society for a scholarship; and AIG matched a gift of \$500 from Hugh McKelligutt. She reported that through the HCC Internal Campaign, the Foundation has received generous donations from Dr. Felix Haynes and Professor Joey Naftel.

Dr. Garcia also provided the Board with an update on the

upcoming Presidential Showcase and advised that sponsorships have been received in the amount of \$10,000 from Clark Construction; \$5,000 each from the Dickman Family Education Foundation; Coca Cola Enterprises; Cott Beverage Corporation; and Pepin Distributing; fourteen (14) \$2,500; and approximately twenty (20) \$1,000. She advised that to date, \$79,000 in sponsorships have been received.

Dr. Garcia thanked the Board for the Trustees' Wine Basket donation and again invited the Board, faculty and staff to attend the Presidential Showcase on Thursday, April 28<sup>th</sup>.

## 1.07 Faculty and Staff Recognitions

1.07.01 The Board recognized Dr. John Bouseman, a Dale Mabry Campus Psychology Instructor, for recently being nominated for "Who's Who Among America's Teachers". Mr. John Huerta, the Executive Director of Marketing and Public Relations, reported that this is the third year that Dr. Bouseman has been nominated and that he has been selected for the honor because he "made a difference" in the life of one or more of his former students.

1.07.02 Mr. Huerta reported that the College's Strawberry Festival Booth was awarded third place in the booth category at the recently held Florida Strawberry Festival in Plant City. Mr. Huerta introduced Mr. Jason Wilson, the Plant City Campus Enrollment Development Coordinator, who coordinated the booth. Jason thanked all of the College's Campus Presidents, administrators and deans for allowing their staff to participate with the booth. He indicated that the following individuals staffed the booth during the festival:

Tammy Broadnax	Betty Lambert
Kathyrn Bryant	Kara Lawson
Roger Clay	Peggy Leffler
Patrick Cureton	Lawrence Linder
Nancy Dickey	Brian Mann
Diane Driscoll	Rosa Romero
Teresa Fordham	Faiz Salehi
Denise Giarrusso	Vince Scialli
Evelyn Gordon	Sandra Strobel
Cindy Green	Salvador Torres
Cynthia Hewett	Kenneth Turley
Debra Heysek	Kathleen Williams
Stephen Johns	Christine Williamson
Anthony Joiner	
Numerous HCC nursing students	

The Board thanked Mr. Wilson and everyone who participated with the Strawberry Festival Booth.

- 1.07.03 The Board recognized Dr. Celeste Fenton, the Dale Mabry Campus Grants Officer, who recently received her Doctoral Degree in Curriculum Instruction from the University of South Florida's College of Education with an emphasis in Adult Education and a cognate in Research and Measurement.
- 1.07.04 The Board recognized Dr. Sami Kadamani, a Brandon Campus Mathematics Instructor, who recently received his Doctoral Degree in Engineering Science from the University of South Florida.
- 1.07.05 The Board recognized Dr. Gary Goff, the Vice President of Administration/CFO, who was quoted in the February, 2005 issue of "Business Officer", the monthly publication by the National Association of College and University Business Officers. Mr. Huerta indicated that the article was entitled, "Emergency Preparedness Plans Weather the Storm".
- 1.07.06 Dr. Robert Chunn, Campus President, welcomed the Board to the Dale Mabry Campus and introduced Ms. Elizabeth Johnson, the Dean for the Associate in Sciences & Technical Programs. Dean Johnson provided the Board with a presentation on the Campus' Gateway/Beautification Services Project and recognized and thanked all the faculty, staff and students that participated in this project.
- 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:

- Item #1.09 - The March 2<sup>nd</sup> meeting minutes have been modified on page 13; item 8.02, in the last sentence in the second paragraph to clarify that only computer property will be tagged. The corrected sentence now reads:

**"...However, he advised that the College will continue its current policy to inventory and tag College computer property under \$1,000."**

- Item #5.01 [Consent] – was amended to include the employment of the following administrator:

Gorham, Stephen, Director of Network/Telecom, Ybor City -4/21/05

- Item #6.03 [Consent] – was removed from the Consent Agenda.
- Item #8.05 [Consent] – was added to recommend Board approval of the Memorandum of Understanding with Keystone Ventures, LLC to initiate an investigative period to determine the feasibility of a sports medicine facility at

the Dale Mabry Campus.

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

1.09 The President recommended approval of the minutes as follows:

March 2, 2005 [Regular Meeting]  
March 29, 2005 [Special Meeting]

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

1.10 The President recommended approval as advertised for the modification of two current administrative rules in the rule manual.

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

## **2.0 HEARING OF STUDENTS**

Ms. Clelia Pollock addressed the Board and read a prepared statement regarding her concerns about the lack of Learning Disabilities Specialists at the Dale Mabry Campus.

Dr. Stephenson reminded the Board that after the March 29<sup>th</sup> Special Board meeting, where four (4) disabled students from the Dale Mabry Campus addressed the Board regarding their concerns, she committed to the Board that she would work with Dr. Chunn, staff and these four students to hold a meeting to discuss those issues. She indicated that she has provided the Board an information letter in their packet from Dr. Chunn that explains the meeting and the progress that is currently being made as a result of the meeting with the students. Dr. Stephenson informed that Board that staff is responding to the students' needs.

Ms. Watkins cautioned the Board about discussing Ms. Pollock's concerns since she recently filed a complaint with the Office of Civil Rights against the College.

## **3.0 HEARING OF CITIZENS**

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

Mr. Chris Rodriguez, Cigna's Health Care Senior Account Executive Manager, addressed the Board and expressed his concern regarding Cigna not being selected as the College's health care provider. He explained that Cigna has been involved in the College's health care proposal process for the last four years and that he feels that Cigna has presented a very realistic and competitive proposal. Mr. Rodriguez indicated that his purpose in addressing the Board was to answer any questions that the Board might have about Cigna's proposal and to discuss what Cigna's future proposal opportunities are with the College.

Dr. Gonzalez informed Mr. Rodriguez that Cigna has the same opportunities as any other vendor that wishes to take part in the College's bid process.

Mr. Dean Mirabella, Cigna's Sales Director for Tampa, Orlando and Jacksonville, advised that Cigna is aware of the College's bid protest process and he explained that their reason for addressing the Board is to truly understand what HCC's position is on Cigna's future business opportunity with the College.

## **5.0 HUMAN RESOURCES**

5.01 The President recommended approval of full-time employment recommendations.

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

5.02 The President recommended approval of part-time faculty and staff employment recommendations.

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

5.04 The President recommended approval of the reclassification of the Tradesworker position #NFCJ0103, encumbered by Steve Yglesias, to Senior Tradesworker.

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

5.05 The President recommended approval of the College's health insurance benefit program for full-time employees.

Ms. Sue Flaig, Director of Human Resources, provided the Board with an

overview of the College's Insurance Committee and a presentation on the selection of the College's group medical insurance carrier. She advised that the committee had a total of 31 plans to consider for "Best and Final" offers. Ms. Flaig explained that the committee reviewed each plan's offering and eliminated offerings based on the committee's evaluation criteria, resulting in the selection of one (1) HMO and one (1) POS or PPO/EPO plan per carrier. She advised that the proposals were weighed heavily to the Cost, Provider Network and Plan Design, with the final four (4) carriers being considered:

- Aetna Healthcare
- Florida Community College's Risk Management Consortium
- Cigna Healthcare
- Humana

Ms. Watkins clarified that the scoring cost of these four vendors reflects that Cigna's Cost is a 6.25% savings to the College and that Cigna's HMO would be less expensive for employees purchasing additional coverage.

Ms. Flaig advised that Cost was one of twelve criteria categories that the committee evaluated and she acknowledged that Cigna did receive the most points for Cost.

**The Board expressed their concerns over the committee's evaluation and scoring process and discussed this item at length.**

Mr. Huggins suggested that College staff re-evaluate the scoring criteria for the health care plans prior to this item being brought to the Board next year.

Dr. Gonzalez inquired what the status of the College's health insurance would be if the Board does not approve this recommendation.

Ms. Flaig explained that the College could not guarantee Aetna's rate after July 1, 2005 and she indicated that open enrollment could not take place until the faculty returned in August.

Dr. Gary Goff, Vice President for Administration/CFO, clarified that should one of the criteria be changed on the evaluation process, the College would be required to issue a new RFP and go through the entire process again.

Ms. Watkins advised that the Board is not talking about changing the criteria; it is speaking about the cost. She asked how the cost was defined.

Dr. Goff explained how the cost was defined and that it included both the HMO and POS packages.

Ms. Flaig explained the information that the Insurance Committee reviewed and how that information was scored.

Ms. Watkins requested next year that the College's RFP for health care be released earlier to ensure that the Board has sufficient time to review and

discuss the matter. In addition, she suggested that the POS cost not be included in the RFP and that the Insurance Committee be given specific instructions regarding the scoring process.

Dr. Stephenson asked whether the Board is asking that the process for selecting the College's health care provider be re-evaluated.

Ms. Watkins indicated that she is not comfortable with whether the scoring of the Provider Network or Transition of Care was consistent with the RFP.

Mr. Frazier Carraway, the Board Counsel, explained that the Board has the option of going with the President's recommendation or having the RFP re-issued. However, the Board cannot change the scoring process.

Ms. Martha Kaye Koehler, the College Attorney, advised that the Board cannot remove two of the scoring criteria from an existing RFP.

Mr. Huggins made a motion to place the College's health insurance benefit program for full-time employees on the table, seconded by Ms. Watkins.

Mr. Ed Mitchell, a Dale Mabry faculty member, addressed the Board, to encourage the Board's selection of Aetna to ensure that there is no disruption in the College's current health care plan.

Ms. Watkins explained that she has concerns with whether or not Provider Network and Transition of Care were consistently scored with the RFP.

Dr. Goff shared with the Board the RFP language regarding the cost matrix that was each provider responded to, which included the different types of categories of coverage.

Mr. Huggins expressed his concerns regarding the potential disruption for employees changing insurance carriers and that he is equally concerned that the College has a fair and open process that everyone clearly understands. He pointed out that there are some inconsistencies in the RFP and how the committee evaluated this process. Mr. Huggins also agreed that the evaluation process needs to be addressed prior to next year to ensure that it is clear for all the potential vendors who have an interest in providing services to the College.

Mr. Huggins restated his motion to approve the President's recommendation of Aetna Healthcare for the College's health insurance plan, seconded by Ms. Watkins, with approval given by aye vote of Mr. Huggins, Ms. Watkins, Mrs. Hill and Mr. Coton, with Dr. Gonzalez casting a negative vote.

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

- 6.01 The President recommended approval of new courses, course modifications, new programs and program modifications.

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

- 6.02 The President recommended approval of new non-credit courses.

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

- 6.03 The President recommended approval of a Statement of Agreement between the College and Hillsborough County School Board's Erwin Technical and Brewster Adult Technical Center for the Associate Degree Nursing Transition Option Program.

Mr. Carraway indicated that at the last Board meeting discussion was held regarding a conflict with Mrs. Hill abstaining for the vote. He explained that with further consultation, Mrs. Hill has indicated that she does not have a conflict on voting on Hillsborough County School System matters.

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

- 6.04 The President recommended approval of an Accelerated Articulated Agreement for the College's Associate Science and Applied Science Degrees in the Fire Science Technology Program.

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

- 6.05 The President recommended acceptance of the following grants:

- 6.05.01 Designation as an Eligible Institution Under Title III and Title V of the Higher Education Act for FY 2005-06 and Waiver of the Educational and General Expenditures Requirements
- 6.05.02 Lumina-Scholarship America-Emergency Financial Aid Program
- 6.05.03 Arts Council of Hillsborough County– Film Festival - in the amount of \$8,614.

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

- 6.06 The President presented information regarding the following grant proposal submissions:

- 6.06.01 NSF IT<sup>3</sup> = Information Technology + Instructional Technology + Innovative Teaching
- 6.06.02 Adult Education & Family Literacy – State Leadership
- 6.06.03 Adult Education & Family Literacy – State Leadership – Paternal Celebration

- 6.06.04 English Literacy and Civics Education
- 6.06.05 Cultural Support – Media Arts
- 6.06.06 Cultural Support – Visual Arts
- 6.06.07 Plant City Attainable Housing Program
- 6.06.08 Tampa Neighborhoods Documental Project

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

## **7.0 INSTITUTIONAL SERVICES**

- 7.01 The President recommended approval of the College's May 17, 2005 Educational Plant Survey for submittal to the Office of Educational Facilities within the Office of the Commissioner of Education.

Dr. Goff explained that the Educational Plant Survey is designed to identify the space and the facilities that the College will need for the next five years. He indicated that this report is also used to develop the College's Campus Master Plans for the next five years and to ensure our placement on the PECO dollars list so that HCC can compete for these funds.

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

## **8.0 FINANCIAL SERVICES**

- 8.01 The President recommended approval of a bid award to provide architectural/engineering services at the Dale Mabry Campus for the abatement and demolition of thirteen buildings on the parcel known as the "W.T. Edwards Hospital" and "Conference Center."

After due discussion and consideration, Mrs. Hill made a motion of approval, seconded by Ms. Watkins, with approval given by aye vote of all members present.

- 8.02 The President presented information on computer and related purchases from other governmental agencies and sole source purchases.

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

- 8.03 The President presented information on air conditioning equipment purchases from other governmental agencies and sole source purchases.

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

8.04 The President recommended approval/acknowledgement of the listed Affiliation/Internship Agreements between the College and the listed sites.

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

8.05 The President recommended approval of the Memorandum of Understanding with Keystone Ventures, LLC to initiate an investigative period to determine the feasibility of a sports medicine facility at the Dale Mabry Campus.

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

## **9.0 ADMINISTRATIVE REPORT**

9.01 Dr. Gary Goff provided the Board with a presentation on the College's W/MBE Activities.

Mr. Huggins thanked and commended staff for their work in recognizing the importance of diversity from the Board's perspective.

## **10.0 LEGAL REPORT**

## **11.0 HEARING OF BOARD MEMBERS**

## **12.0 ADJOURNMENT**

12.01 There being no further business, the meeting adjourned at 7:15 p.m.