

President's Cabinet
February 17, 2004
MINUTES

Present: Gwendolyn W. Stephenson
Sylvia M. Carley
Robert Chunn
Jack Evans (for Dr. Gaston)
Suzanne Flaig
Adrienne Garcia
Gary Goff
John Huerta
Bruce Judd
Carlos Soto
Fred Webb (for Dr. Haynes)
Robert Wolf

Guests: Sharon Miller
Kay Sanborn
Ms. Delaparte/Ins. Rep.
Mr. Fienberg/Sprint

Sylvia M. Carley, VP for Education and Student Development – Under the leadership of Dr. Carley, Drs. Hawkins and Day gave a presentation to the Cabinet members on the Service Learning initiative that they facilitate. They indicated that this program is a partnership model that employs integration of theory and practice. *Reflection* is the key element in the program. Students develop an increased understanding of the community in which they serve. Dr. Day advised that there are plans to extend the service learning program to all the campuses between January, 2004 and August, 2006. Dr. Stephenson expressed her pleasure and pride in the service learning initiative and commended Drs. Hawkins and Day for doing an excellent job with this program.

Suzanne Flaig, Director of Human Resources: Ms. Flaig indicated that an RFP was issued for core benefits and certain supplemental benefits. She provided a comprehensive review of proposals received and the recommendations brought forth by the Insurance Committee at HCC, for which she asked the Cabinet's review and consideration. Ms. Flaig indicated that approximately 32 medical plan options were under consideration. The two final carriers were Cigna and Aetna. The Insurance Committee recommended that the college stay with the Aetna Company. There will be a 7.8% total increase in annual premiums. Further, the Insurance Committee recommended Safeguard for dental benefits; Aetna for life insurance; Aetna for long term care disability; Continental American for voluntary short term disability; and AIG for cancer insurance. The Cabinet members agreed with the recommendations which will be presented to the Board of Trustees at the next scheduled meeting for information, in anticipation of a final BOT approval at the March 17, 2004 meeting.

Bruce Judd, VP for Information Technology: A representative from Sprint provided a presentation on a new model cellular instrument for the Cabinet's consideration. The overall package will include more minutes of service at a lesser rate than what the college is currently paying for the use of Blackberries and a distinctive added feature of the

Sprint model will be that it is able to receive attachments through email. Dr. Judd and Gary Goff will give an overview on the advantages of the new Sprint model instrument to the President for her consideration.

John Huerta, VP for External Affairs: Mr. Huerta provided a registration update for Spring, 2004 showing registration activity through February 16, 2004. He indicated that we are 4.3% above our final earned FTE from last year.

Adrienne Garcia, Director, HCC Foundation - Dr. Garcia reported that we have sold approximately 280 hockey tickets as of last Friday. She advised that the Governor will not be attending the President's Event in April as originally reported. Dr. Garcia said that she is looking for sponsorships and auction items for the occasion and will seek the campus' assistance in providing auction baskets, as they did last year. The fund-raising goal for this event is \$50,000.

Gary Goff, VP for Administration/CFO provided the Cabinet members with information on the Florida Community College System Appropriations for 2004-2005, and HCC's W/MBE Report Data, Year-To-Date Total Procurements made to W/MBE, by Campus. These materials were distributed for review and informational purposes.

Around-the-Table:

Dr. Carley distributed the Federal College Work Study Analysis Report for 2003-2004, for the Cabinet members' information. She indicated that she will send out to them the Performance Accountability Task Force Report, under separate cover.

John Huerta informed the Cabinet members that there is a photo set-up located in The Corporate Training Center auditorium and that Cabinet members may sit for individual and group photographs. Because there were a few members not present, group photos will not be taken.

Jack Evans, sitting in for Dr. Lois Gaston, reported that Dr. Gaston expects to return to the Ybor Campus on March 18, 2004.

The meeting adjourned at 11:45 a.m.