

- An internal campaign will be initiated when the college reopens after Spring Break. A letter to each individual employee will be sent out
- We will have two openings on the HCC Foundation Board that require a financial expertise. Dr. Garcia solicited recommendations from the Cabinet members
- The Presidential Showcase is scheduled for April 28, 2005
- Dr. Garcia asked that the Cabinet members follow-up with calls that they made for support of other agencies that HCC supports, to support us

Bruce Judd, VP for Information Technology introduced several representatives from IBM who gave a presentation on the “Proof of Concept Project”. This project is creating a data warehouse for financial data only. There will be several reports that will be accessible on a drop-down menu to designated executive staff for easy viewing and status. Some of the screens include the Budget Officer Report and the Requisition Status Report. Dr. Judd suggested that we move forward with this initiative and continue with the initiative as far as planning. He indicated that the end-to-end costs will be about \$100,000 and additional licenses, as needed will run about \$300 each. The Cabinet members agreed to continue with the initiative.

Dr. Judd reported that the Digital Community College Survey that we participated in has been submitted and that it may be changed, if necessary, until Friday. This survey involved student use of our electronic systems. Dr. Judd also reported on the transition from Collegis to internal staff. He indicated that we are currently at three employees for our internal staff. He advised that he has created a blend of in-house staff and consultants.

Sylvia Carley, VP for Education and Student Development introduced Brian Mann to the Cabinet who reviewed with the Cabinet members a document entitled, “An Analysis of the Need for New and Expanded Apprenticeship and Workforce Education Programs”. Dr. Mann indicated that we submitted a proposal for \$750,000 in collaboration with the Tampa Bay Workforce Alliance. The programs were:

- Registered Nurse Partnership Program with Tampa Bay Workforce Alliance and Tampa General Hospital
- Auto Service Technician Program (Jack Evans)
- CNA Program (Sharon Miller)

Dr. Mann advised that the State has agreed to fund for all of them, but no money has been allocated as yet. The report actually turned out to be a “gap analysis” and not what we had expected.

Dr. Carley announced that we have been selected for a site visit by Lumina, Achieving the Dream. We will have a draft proposal ready for them by March 31, 2005. The Achieving the Dream representatives are as follows for each of the campuses:

- Charity Freeman, Plant City
- Barbara Goldstein, Dale Mabry Campus
- Carlos Soto, Brandon Campus
- Bonnie Carr, District Administrative Offices
- Richard Gaspar, Ybor City Campus

Gary Goff, VP for Administration/CFO presented update information to the Cabinet members on the following:

- Risk Management Consortium Property/Casualty Insurance Program
- Community College Priority Bills
- Public Education Capital Outlay Projections
- Florida Community College System- Operating Expenses for New Facilities, including Annualization – 2005-2006
- 2005-2006 State Matching Programs Final Request as of February, 2005
- System wide Summary, Operating Budget – Funding History
- 2003-2004 Cost Analysis (Detail) – Community College Financial and Business Services, February 8, 2005

John Huerta, Executive Director of Marketing brought up the issue of polling locations at community colleges indicating that he was addressing an inquiry for same, and at the present time, HCC does not have such facilities. Mr. Huerta also talked to the Cabinet members about the publication, Greentree Gazette. This is a publication that targets students as a focus group for feedback as consumers from student services. They want a list of student names and addresses.

Mr. Huerta presented a Grant Concept Paper on The Blue Foundation for a Healthy Florida submitted by Dr. William Clark, Constance Gore, and Dr. Donna Solovan-Gleason.

ACTION: The Cabinet members approved the processing of the Grant Concept Paper.

Suzanne Flaig, Director of Human Resources presented some update information on the SEIU negotiations

Pat Dix, Assistant to the President for Governmental Relations and Equity distributed a compilation of the hand-outs that she received while attending the recent Council of Presidents session on FACC policy and advocacy. Ms. Dix will be charged with providing such hand-out information and legislative updates to the Cabinet members, on a regular basis.

Gwendolyn Stephenson, College President spoke about the Campus Advisory Councils and the Institutional Advisory Council which were implemented about three years ago as a forum to collect campus and institutional input for the betterment of the college. The President would like to see more participation and a re-invigoration of the effort.

Around-the-Table:

Felix Haynes spoke about the PECO list at his recent visit to Tallahassee.

Bruce Judd announced that on March 14 – 16, while the college is on Spring break, email service will be down so that appropriate updates in the system can be made.

Lois Gaston advised the Cabinet members that the Ybor Film Festival will take place later this month and that notices will be forthcoming.

The meeting adjourned at 12:20 p.m.