

President's Cabinet
March 2, 2004
MINUTES

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

Absent: Robert Wolf

Guests: Paul Nagy
Karen Griffin
Vonda Melchoir
Rhonesia Dennard
Mike Calderon
Bonnie Carr

Suzanne Flaig, Director of Human Resources distributed an Emergency Response Plan and asked the Cabinet members to review it and to send back feedback on the document, to her, by March 18, 2004.

Sylvia M. Carley, VP for Educational and Student Development: Dr. Sharon Miller, Dean of Continuing Education provided a comprehensive PowerPoint overview on the CROP objectives and appropriate updates on the program. **Paul Nagy, Institutional Advancement Officer** provided to the Cabinet members a feedback document to the proposed 2004-06 College Goals for information and discussion. The Cabinet members discussed each of the six goals and some adjustments were recorded. Dr. Nagy will make the changes in the goals and resubmit the revised version to the President this afternoon or by tomorrow.

Gary Goff, VP for Administration/CFO: Mr. Goff distributed information on the CEPRI funding methodology for adult and career education, indicating that over 60% of the adult growth through 2010 will require training. He also provided a budget status sheet to the Cabinet members for information and review. Ms. Bonnie Carr, Interim Controller, and Rhonesia Dennard, Senior Accountant were on hand to provide answers to any questions that may arise about the budget document. A DRAFT document binder on HCC's RFP 2295, Beverage Partnership, Dining Management and Snack Vending Services, Custodial Services, Exhibit #1 was distributed to the Cabinet members for their review and discussion. Mr. Darson Bullard and Mike Calderon were available to answer any questions the Cabinet members might have in reference to the document binder.

John Huerta, VP for External Affairs provided information on HCC registration activity through March 1, 2004 - Spring Term and FTE information by campus. He indicated that we are the fifth ranked FTE generator in the state community college system. Mr. Huerta advised that "Flavor of Hillsborough Day is scheduled for Tallahassee on April 21, 2004. He requested the Cabinet members' ideas on how would could participate in the event with a distribution table of HCC materials and some type of food item table, significant of the Ybor City area. Many suggestions were offered, but

none were finally adopted, at this time. Marketing Plan: Mr. Huerta presented highlights of the proposed Marketing Plan indicating that it was previously emailed to the Cabinet members for their input and information.

Felix Haynes, Campus President for the Plant City Campus: Dr. Haynes provided some information to the Cabinet members on the HCC/ H1B Support Subcontract. He indicated that Gary Kecskes requested a review of the status of the subcontract and would also like to be relieved of the responsibility of this grant.