



**Bruce Judd, VP for Information Technology** introduced Carl Schweibinz who provided the Cabinet with a powerpoint presentation on the suggested Board Room renovations.

Dr. Judd reported that after the July Board meeting he will have his full administrative staff in place.

Dr. Judd provided an update on the recent voice mail outage that occurred and indicated that staff is reviewing the College's voice mail system to resolve these problems.

**Adrienne Garcia, Executive Director of the Foundation** reminded Cabinet about appointing their campus scholarship representatives to assist with awards for the Fall term. In addition, she asked the Campus Presidents to encourage staff to include funding for projects under \$50,000 in the Strategic Plan for consideration by the Foundation.

**Gwendolyn W. Stephenson, President** shared with Cabinet an email regarding the Capital Improvement Fee – Bonding Process from the Florida Department of Education. She asked Dr. Goff to explain the bonding process to Cabinet. Dr. Goff indicated that the new fee will generate approximately \$1.6 million for HCC, which can be used to bond new projects and that the revenue stream can be used in support of students, facilities and infrastructures.

Dr. Soto suggested that an upcoming Cabinet meeting be dedicated to the campuses long-term growth and vision for the next five years.

Dr. Stephenson asked that Mr. Wolf and Dr. Goff work together on the College's Master Plan and Statewide Fee Plan presentation for an upcoming Cabinet meeting. She asked that the presentation be kept to two hours or less.

Dr. Stephenson shared a memorandum from Dr. Delaino, President of Pensacola Junior College, regarding Teacher Preparation Curriculum and reported that Dr. Sylvia Carley is working with the Education Discipline Committee regarding this issue.

Dr. Stephenson shared with Cabinet the 2004-2005 Florida Community College Activities Association [FCCAA] All Academic Team and expressed her disappointment that only one HCC student had been nominated. She asked Pam Heglur to contact Mr. Charles Smith at FCCAA to inquire what HCC's participation is in FCCAA and to provide Cabinet with recommendation on how HCC can be more involved in FCCAA.

Dr. Stephenson shared that Chancellor Armstrong has expressed his appreciation of the Ybor Campus staff for recently hosting the Chancellor's Leadership Program. However, she indicated that she was disappointed that Cabinet did not recommend a candidate for this program.

Dr. Stephenson asked John Huerta to review upcoming events and notify the Leadership Team to ensure that HCC has the opportunity to participate or showcase staff or students at events.

Dr. Gaston reminded Cabinet that a Master Calendar had been discussed previously but never implemented.

Mr. Huerta indicated that there is a Master Calendar included on Hawknet.

Dr. Stephenson suggested the Dr. Celeste Fenton work with Mr. Huerta on the development of a professional development calendar. She encouraged Cabinet members to discuss with their staff the kind of events that they would like to see included on the calendar. In addition, Dr. Stephenson indicated that she would like Cabinet to revisit local/national Boards that should include HCC's presence and to provide that information at Cabinet.

Dr. Stephenson asked Ms. Heglar to look into an email that was sent to the Trustees' email address from a potential student.

Dr. Stephenson asked Cabinet how HCC information is distributed to local high schools.

Ms. Heglar advised that the Hillsborough County high schools are divided among the Campus Enrollment Counselors and Advisors.

Dr. Stephenson asked Ms. Heglar to have Dr. Carley provide a report to an upcoming Cabinet meeting regarding HCC's work with Brewster Technical, Career and Adult Center.

**Gary Goff, VP for Administrator/CEO** distributed the draft Health Insurance Process 2005/2006 calendar and explained that Sue Flaig and he have been working on this process per the Board suggestion to ensure that the Board has sufficient time to review the health care proposals prior to approval.

Dr. Stephenson indicated that she will present the health care timeline to the Board for their information.

### **Around the Table:**

Robert Chunn reported on:

- the recent Humanities Building roof leak and he commended staff on their quick response of the situation on moving classes and clean up; and
- Channel 10 coverage of a USF student's arrest for downloading pornography at the USF Library and indicated that Dale Mabry had a similar incident; which was not reported in the media.

Sue Flaig reported that:

- Mercer will be assisting with the development of a merit pay program for administrators and that a Mercer representative has been invited to the next Cabinet meeting to discuss the development of a model with input from the Cabinet.

Carlos Soto reported that:

- Richard Zaborosky, the Brandon Facilities Manager, recently had a heart attack and is in stable condition.

Bruce Judd reported that:

- Ron Caruana, the new Director of Administration Systems, has reported to work and has provided him with several suggestions and recommendations for the College's system.

John Huerta provided:

- a media contact update.

Gary Goff reported:

- that the facilities management operational manual has been completed and will be presented to Cabinet for their approval at an upcoming meeting.

Lois Gaston reported that:

- the Performing and Visual Arts programs recently underwent an accreditation review and the programs received glowing reports.

Felix Haynes reported that:

- the Trinkle Building construction is behind schedule and that Plant City staff are working on relocating Fall classes that were scheduled for the educational wing of the building; and
- the Vet Tech instructor is being recommended for employment.

Gwendolyn Stephenson reported that:

- she has received word from the Governor's Office that both Thomas Huggins and Nancy Watkins have been reappointed for another four-year term.

Robert Wolf reported that:

- Gary Kecskes has accepted a position with the City of Sarasota;
- TCTC currently has three vacancies that they are working on filling;

- he recently had a meeting with a county representative regarding the public broadcasting system;
- the Department of Justice \$750,000 earmark has been corrected to reflect that it is for HCC not Hillsborough County. Mr. Wolf indicated that it will probably be funded for less than the requested \$750,000;
- the Tampa Chamber of Commerce is planning a visit to Seattle, Washington on October 22-25, 2005 for a review of the cities economic workforce development and port utilization; and
- the College's proposed new initiatives for Alcalde and Fay are:
  - Retention of African American males
  - International Education
  - Dental Clinic
  - Continuation of Vet Tech, Public Safety and Green Building

The meeting adjourned at 10:30 a.m.