

**HILLSBOROUGH COMMUNITY COLLEGE
DISTRICT BOARD OF TRUSTEES
BOARD MEETING
WEDNESDAY, MAY 26, 2021 – 4:00 P.M.
DR. GWENDOLYN W. STEPHENSON DISTRICT
ADMINISTRATION CENTER – BOARD ROOM
MINUTES**

1.0 GENERAL FUNCTIONS

1.01 Call to Order

1.01.01 Due to the COVID-19 virus, this meeting was also held by Zoom video conferencing due to social distancing limitations. The public was reminded that questions or comments can be submitted to the Trustees' email address at any time during the meeting.

1.02 Invocation

1.03 Pledge of Allegiance

1.04 Roll Call

The following Trustees were in attendance:

- Randall Reid
- Chip Diehl
- Nancy Watkins
- Greg Celestan
- Brian Lametto
- Bruce Wills

1.05 Welcome to Guests, Faculty and Staff Members

1.06 Foundation Report

1.06.01 Mr. Steve Shear, Executive Director of the HCC Foundation, announced the following new Foundation board members were selected: Anthony Anselmo, Fifth Third Bank; Scott Goldbach, GTE Credit Union; Ann Miller, VIP Care; and Linda Neverson, Truist Bank.

1.06.02 Mr. Shear introduced Ms. Lee Lowry, Director of Development, who provided the Board with an overview of the upcoming "Signing Day" event being held at Port Tampa Bay on June 23, 2021, from 10:00 AM-12:00 PM and 1:00 PM-3:00 PM.

The event targets young adults looking for career opportunities in the areas of: hospitality and tourism; construction; manufacturing and industrial; business and professional services; and healthcare. Sponsors include the City of Tampa; Port Tampa Bay; Associated Builders and Contractors; Reno Construction; and the Tampa Bay Chamber. Mayor Jane Castor will attend.

1.06.03 The Foundation Board approved the FY 2021-22 budget and the Audit Committee met with Rivero, Gordimer & Company, P.A. on May 27, 2021, to begin the Foundation's annual audit.

1.06.04 The Foundation Report was sent to the Board under separate cover. A summary of activities during the month of March included:

- \$2.7M YTD in Donations;
- \$734K in Scholarships awarded;
- \$2.83M YTD in Net Gains on Investments; and
- \$15.88M in Ending Net Assets.

1.06.05 A summary of activities and donations received in March totaled \$295,831. Donors included:

- *Children's Board of Hillsborough County*
- *The Florida College System Foundation, Inc.*
- *William A. Gregory Jr. Foundation*
- *Tampa Electric Company*
- *Reno Building*
- *Michael McCarthy*
- *Gilbane Building Company*
- *Anonymous*
- *Mosaic Fertilizer, LLC*
- *United Civic Organization, Inc.*
- *Associated Builders and Contractors, Inc.*
- *Port Tampa Bay*
- *Tampa Bay Trane*
- *Ybor City Rotary Foundation, Inc.*
- *Lydia R. Daniel*
- *Richard Gonzmart*
- *United Civic Organization, Inc.*
- *Nadia Kotula*
- *Jeanette Voigt*

1.07 Faculty, Staff and Student Recognitions

Ashley Carl, Executive Director of Marketing and Public Relations, provided the following faculty, staff and student recognitions:

1.07.01 **HCC's Lady Hawks Tennis team** earned the runner-up title at the National Junior College Athletic Association (NJCAA) National Championship tournament on Wednesday, May 5, 2021, in Mesa, Arizona. This year marks HCC's 10th top-five finish at the national level since 2002.

Three (3) individuals on the team claimed singles flight victories: Ana Villalvazo, Flight 4 Champion; Isadora Oliveira, Flight 5 Champion; and Olivia Pezo, Flight 6 Champion. As shared last month, the Lady Hawks completed an impressive undefeated regular season of 6-0 and became the NJCAA Region 8 State Champions. The team is coached by Sarah Summerfield and assistant coach Chris Nyholm.

- 1.07.02 **Patrick Hoier**, Cardiac Cath Program Manager, was accepted as a “Fellow” in the Alliance in Cardiovascular Professionals. He was accepted into the National Society for Leadership and Success and appointed Vice President of the Society for Cardiovascular Science Educators. Additionally, he presented at two conferences in April 2021: Society for Cardiovascular Educators – “Multi-disciplinary Education in Cardiovascular Sciences”; and DeGroot Center for Bioethics – National virtual conference. – “Post COVID Trauma, Recognizing Allied Health Professionals”.
- 1.07.03 **Kathryn Walling**, Dale Mabry’s part-time librarian, was selected as a recipient of the Exemplary Reference Winner for *Ask a Librarian!* This is the second HCC librarian to have been elected for this statewide recognition sponsored by the Florida Department of State’s Division of Library and Information Services.
- 1.07.04 **Captain Kevin Reed**, Program Manager of the Fire Sciences Program and HCC’s Fire Academy, will serve as the Chair of the Florida Fire Training Directors Association for 2021-2022.
- 1.07.05 **Dr. Ginger Clark**, Ybor City Campus President, was elected Chair of the Executive Board of One Tampa. The board is charged with implementing Mayor Castor’s initiatives in affordable housing, transportation and workforce development.
- 1.08 The Chairman recommended adoption of the agenda, all revisions to the agenda and approval of all agenda items marked “**Consent**”.

Trustee Watkins made a motion of approval, seconded by Trustee Diehl. After due discussion and consideration, approval was given by aye vote of all members present.
- 1.09 The President recommended approval of the **April 28, 2021 Board Workshop and Board Meeting Minutes**.

Trustee Diehl made a motion of approval, seconded by Trustee Celestan. After due discussion and consideration, approval was given by aye vote of all members present.
- 1.10 The President recommended approval of the advertisement of **Administrative Rule 6HX-10-2.19, Substantive Change**, which was updated.

Trustee Watkins questioned the origin of the language in the rule and stated that “all substantive change” is grammatically incorrect and should read “all substantive changes” or “any substantive change”. Dr. Atwater advised he would check the language in SACS policy. Trustee Watkins asked that the grammar be corrected before advertising the rule.

Trustee Reid made a motion of approval, seconded by Trustee Lametto. After due discussion and consideration, approval was given by aye vote of all members present.

2.0 HEARING OF STUDENTS

3.0 HEARING OF CITIZENS

4.0 HEARING OF FACULTY AND STAFF

5.0 HUMAN RESOURCES

- 5.01 The President recommended approval of individuals for **full-time employment**. These individuals will be compensated in accordance with the Board-approved Salary Schedule.

Trustee Watkins made a motion of approval, seconded by Trustee Diehl. After due discussion and consideration, approval was given by aye vote of all members present.

- 5.02 The President recommended approval of **part-time faculty and staff employment** recommendations for Term 21/SP. Each part-time employee will be compensated in accordance with the Board-approved Salary Schedule.

Trustee Watkins made a motion of approval, seconded by Trustee Diehl. After due discussion and consideration, approval was given by aye vote of all members present.

- 5.03 The President recommended acknowledgment of **employment separations**.

Trustee Watkins made a motion of approval, seconded by Trustee Diehl. After due discussion and consideration, approval was given by aye vote of all members present.

- 5.04 The President recommended approval of **annual contracts**, as appropriate, for **full-time, non-tenured instructional personnel**.

Trustee Celestan made a motion of approval, seconded by Trustee Watkins. After due discussion and consideration, approval was given by aye vote of all members present.

- 5.05 The President recommended approval of the awarding of **continuing contracts** to the following **faculty members**:

*Diana Dalziel, Dale Mabry
Joan Desamour, Dale Mabry
Shirley Dobbins, Brandon
Karen Dufraine, Plant City
Odette Figueruelo, Dale Mabry
Rafael Fuentes, Dale Mabry
Diane Grey, Dale Mabry
Kenneth Hawkins, Dale Mabry
Tripat Kaur, Dale Mabry*

*Joseph Luc, Ybor City
Laura Mita, Brandon
Roxanna Palmer, SouthShore
Lisa Simmons, Dale Mabry
Ronald Smith, Brandon
Sonia Steinhardt, Dale Mabry
Angela Tartaglia, Dale Mabry
Todd Wells, Dale Mabry
Jessica Wilson, Dale Mabry*

Trustee Lametto made a motion of approval, seconded by Trustee Celestan. After due discussion and consideration, approval was given by aye vote of all members present.

- 5.06 The President recommended approval of the following faculty to receive **Rank & Promotion**:

*Natalie Bisciglia, SouthShore
Sarrah Conn, Ybor City
Christine Curtis, Dale Mabry
James Fatherree, Brandon
David Flanigan, Brandon
Moheb Isaac, SouthShore
Craig Kasper, Brandon*

*Mustapha Lahrach, SouthShore
Lawrence Linder, SouthShore
Suzanne Lynch, Dale Mabry
Johana Melendez, Plant City
Beth Smith, Brandon
Cameron Spears, Dale Mabry
Andrea Vicente, Ybor City*

Trustee Diehl asked if this was related to the salary study. Dr. Atwater advised yes. He added that he would provide the Board with an overview of the salary study. *[A summary of the salary studies was sent to the Board on June 8, 2021].*

Trustee Celestan made a motion of approval, seconded by Trustee Diehl. After due discussion and consideration, approval was given by aye vote of all members present.

- 5.07 The President recommended approval of **administrative contracts** for FY 2021-2022.

Trustee Watkins made a motion of approval, seconded by Trustee Diehl. After due discussion and consideration, approval was given by aye vote of all members present.

- 5.08 The President recommended approval of **two (2) year contracts** for the following **Administrators**:

- *Ashley Carl*
- *Jennifer China*
- *Ginger Clark*
- *Marty Clay*
- *Al Erdman*
- *Eric Johnson*
- *Deborah Kish-Johansen*
- *Martha Kaye Koehler*
- *Paul Nagy*
- *Dayaghan Pendharkar*
- *Kenneth Ray*
- *Richard Senker*
- *Stephen Shear*
- *Kristen Smuder*

Trustee Celestan made a motion of approval, seconded by Trustee Watkins. After due discussion and consideration, approval was given by aye vote of all members present.

- 5.09 The President recommended approval of the **2020-2023 contract** between **Service Employees International Union (SEIU)** staff and the College.

Trustee Watkins stated that she noticed this is retroactive to almost a year. She asked when negotiations started. Kristin Smuder, Executive Director of Human Resources, stated that negotiations began in February or March when COVID hit. She added that the College did not have the funding for pay increases until recently. Dr. Atwater advised that last year's budget did not include salary raises or increases for any employee group.

Trustee Watkins asked what the percentage of this increase is. Ms. Smuder advised approximately 1.9%. She asked if the percentage is in line with the administrator increases. Dr. Atwater advised yes. Trustee Watkins stated that she does not like protracted and prolonged negotiation, and going forward, once we come to an agreement, increases are effective immediately and not retroactive.

Trustee Diehl asked if non-union employees would receive an increase. Dr. Atwater advised yes, everybody would receive an increase.

Trustee Watkins made a motion of approval, seconded by Trustee Diehl. After due discussion and consideration, approval was given by aye vote of all members present.

- 5.10 The President recommended approval of **salary increases as a step** for all employee groups and **Phase II of the Administrator Classification and Compensation Study** for a total of \$1,599,463.

Mr. Reid asked if Dr. Atwater is part of this group. Dr. Atwater advised no. He added that he opted out of his increase in September 2020 because no one received increases. A brief conversation took place to provide the new trustees with an overview of how Dr. Atwater's contract and raises are implemented.

Trustee Watkins made a motion of approval, seconded by Trustee Lametto. After due discussion and consideration, approval was given by aye vote of all members present.

Trustee Celestan made a motion to approve Dr. Atwater's pay increase that would have occurred on July 1, 2020, seconded by Trustee Watkins.

Trustee Diehl stated that if the president's increase is substantial but the staff only received 1.9%, he would be concerned about the optics. Mrs. Martha Kaye Koehler, General Counsel, advised Dr. Atwater's salary increase was recommended and approved by the Board in September 2020 and is \$12,680.69. Trustee Watkins stated that the president's maximum salary increase is 3%.

Trustee Celestan made a motion of approval, seconded by Trustee Watkins. After due discussion and consideration, approval was given by aye vote of all members present.

6.0 EDUCATIONAL PROGRAMS & STUDENT SERVICES

- 6.01 The President recommended approval of the **new fees** to be effective Summer 2021, unless otherwise noted.

Trustee Diehl made a motion of approval, seconded by Trustee Celestan. After due discussion and consideration, approval was given by aye vote of all members present.

7.0 INSTITUTIONAL SERVICES

- 7.01 The President recommended **acceptance of a donation** from **HCA Florida** of one (1) C-Arm X-Ray System with an estimated value of \$125,000.

Trustee Diehl made a motion of approval, seconded by Trustee Celestan. After due discussion and consideration, approval was given by aye vote of all members present.

8.0 FINANCIAL SERVICES

- 8.01 The President recommended approval of the College's **Annual Update to the Five (5) Year Capital Improvement Plan** for submittal to the Division of Florida Colleges and for inclusion in the Division's annual Capital Improvement Plan and Legislative Budget Request for capital projects.

Trustee Watkins made a motion of approval, seconded by Trustee Diehl. After due discussion and consideration, approval was given by aye vote of all members present.

- 8.02 The President recommended approval of the updated **Comprehensive Master Plan** for the **Dale Mabry Campus**.

Trustee Diehl made a motion of approval, seconded by Trustee Watkins. After due discussion and consideration, approval was given by aye vote of all members present.

- 8.03 Informational Item Only – **Accounts Receivable Write-Offs**

- 8.04 Informational Item Only – **Financial Audit Report No. 2021-152**

- 8.05 Informational Item Only – **March 2021 Financial Statements**

9.0 ADMINISTRATIVE REPORT

9.01 Dr. Atwater introduced incoming Dale Mabry Campus President, Dr. Paige Niehaus. Dr. Niehaus said that she is looking forward to starting in July and thanked the Board for the opportunity to join HCC. Trustee Reid extended his congratulations.

10.0 LEGAL REPORT

11.0 HEARING OF BOARD MEMBERS

12.0 ADJOURNMENT

There being no further business, the meeting adjourned at 5:07 p.m.