

DISTRICT BOARD OF TRUSTEES BOARD MEETING

MAY 24, 2023 4:00 PM

LOCATION:

HILLBOROUGH COMMUNITY COLLEGE DALE MABRY CAMPUS 4001 WEST TAMPA BAY BLVD. STUDENT SERVICES BLDG., ROOM 108 TAMPA, FL 33614

> PUBLIC ACCESS: VIA ZOOM CLICK <u>HERE</u> TO JOIN

HILLSBOROUGH COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES BOARD MEETING May 24, 2023 – 4:00 P.M. DALE MABRY CAMPUS, STUDENT SERVICES BLDG. ROOM 108 4001 WEST TAMPA BAY BLVD. TAMPA, FL 33614

PUBLIC ACCESS HERE

1.0 <u>GENERAL FUNCTIONS</u>

- 1.01 Call to Order
- 1.02 Invocation
- 1.03 Pledge of Allegiance
- 1.04 Roll Call
- 1.05 Dr. Paige Niehaus welcome Guests and Staff Members to Dale Mabry Campus
- 1.06 Foundation Report
- 1.07 Faculty and Staff Recognitions
- 1.08 The Chairman recommends adoption of the Agenda, all revisions to the Agenda and approval of all agenda items marked "Consent".
- 1.09 The President recommends approval of the **April 26, 2023 Board Meeting minutes** (submitted herein for your review).

2.0 HEARING OF STUDENTS

3.0 HEARING OF CITIZENS

- 4.0 HEARING OF FACULTY AND STAFF
- 5.0 <u>HUMAN RESOURCES</u>
- **CONSENT** 5.01 The President recommends approval of individuals for **full-time employment**. Each full-time employee will be compensated in accordance with the Board-approved Salary Schedule (submitted herein for your review).
- **CONSENT** 5.02 The President recommends approval of individuals for **part-time employment** during Term 23/SU. Each part-time employee will be compensated in accordance with the Board-approved Salary Schedule (submitted herein for your review).

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CONSENT	5.03	The President recommends acknowledgment of employment separations (submitted herein for your review).	14
	5.04	The President recommends approval of annual contracts, as appropriate, for full-time, non-tenured instructional personnel (submitted herein for your review).	16
	5.05	The President recommends approval of awarding of administrative contracts for the 2023-2024 fiscal year (submitted herein for your review).	19
	5.06	The President recommends approval of the two-year contracts to Administrators on the attached list (submitted herein for your review).	21
	5.07	The President recommends approval of the following faculty receiving Rank and Promotion (submitted herein for your review).	23
		 John Ball (DM) Jana Bielecki (YB) Michele Martinez (BR) Dexter Brock (YB) Myria Evans (YB) Lee Koratich (YB) Gina Ricard (DM) Kara Williamson (PC) Laura Lewicki (DM) 	
	5.08	The President recommends approval of awarding continuing contracts to the following faculty members: (submitted herein for your review).	24
		 Todd Alt (YB) Susan Brown (YB) Ann Marie Coats (YB) Cynthia Dubs (DM) Jodi Haller (DM) David Laborde (BR) Scott Miller (DM) Scott Miller (DM) Jodi Haller (DM) Scott Miller (DM) 	
6.0	EDU	CATIONAL PROGRAMS AND STUDENT SERVICES	
CONSENT	6.01	The President recommends approval of the new course, course modifications, course deletions, new program, and program and AA pathway modifications to be effective FA/23, unless otherwise noted (submitted herein for your review).	25

- 7.0 INSTITUTIONAL SERVICES
- 8.0 FINANCIAL SERVICES

CONSENT	8.01	The President recommends approval for final payment in the amount of \$111,582.87 to Charles Perry Partners, Inc. for completion of a new District Administration Center building at the College's Dale Mabry Campus, as reviewed	30
		and recommended by Baker Barrios, Inc. (submitted herein for your review).	
CONSENT	8.02	The President recommends that the Board approve the application for final payment in the amount of \$181,695.00 to S R Plumbing LLC. for completion of the Flush Valve and Faucet replacement project College-wide services, as reviewed and recommended by SGM Engineering (submitted herein for your review).	31
CONSENT	8.03	The President recommends the approval of the College's revised and updated Project Priority List (PPL) for submittal to the Department of Education, Educational Facilities to request approval from the State Board of Education (submitted herein for your review).	32
	8.04	The President recommends approval of Amendment No. 6 to the contract with Williams Company Tampa , establishing a Guaranteed Maximum Price in the amount of \$1,323,505 for the relocation of the twelve (12) existing modular classrooms within the SouthShore Campus (submitted herein for your review).	36
	8.05	Informational Item Only – March 2023 Financial Statements.	37
9.0	<u>ADM</u>	INISTRATIVE REPORT	

- 10.0 <u>LEGAL REPORT</u>
- 11.0 HEARING OF BOARD MEMBERS
- 12.0 ADJOURNMENT

HILLSBOROUGH COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES BOARD MEETING WEDNESDAY, APRIL 26, 2023 – 4:00 P.M. DR. GWENDOLYN W. STEPHENSON DISTRICT ADMINISTRATION CENTER-BOARD ROOM 4115 N. LOIS AVENUE TAMPA, FLORIDA 33614 MINUTES

1.0 GENERAL FUNCTIONS

1.01 Call to Order

This meeting was also held by Zoom video conferencing. The public was reminded that questions or comments can be submitted to the Trustees' email address at any time.

1.02 Invocation

Trustee Watkins asked to keep the families of: Mr. Tommie Nobles, beloved Father of Yosha Downs, Student Services Manager at South Shore Campus;

Mr. Frank Gaspar, beloved Father of Richard Gaspar, Professor of Communications at Ybor City Campus as well as beloved Grandfather to Emele Gaspar, Marketing Coordinator for SGA at Ybor City Campus; Ms. Telatha Howard, beloved mother of Lori Howard, HCC's Coordinator, Property & Distribution Services, all who recently passed away in your thoughts and prayers.

- 1.03 Pledge of Allegiance
- 1.04 Roll Call

The following Trustees were in attendance:

- Greg Celestan
- Nancy Watkins
- Brian Lametto
- Juan Penagos
- Chip Diehl
- Aakash Patel
- 1.05 Welcome to Guests, Staff and Faculty
- 1.06 Foundation Report

Steve Shear, Executive Director of the Foundation, provided the Board with a brief update of the HCCF activities and support.

- 1.06.01 The Foundation Report was sent to the Board under separate cover. A summary of activities during the month of February included:
 - \$2.27M YTD in donations, up 34% above budget.
 - \$211K YTD in gains on investments due to stock market fluctuation.
 - 3.79M YTD Total Revenues; up 26% above budget.
 - \$17.45M Ending Net Assets up 7% from last year.

1.06.02 HCCF Board

- The Foundation board recently added 6 new members for the fiscal year beginning in July. They are Raymond Ayres, Law Office of Raymond Ayres; Heidi Whidden, TECO; Jennifer Bolivar, Suncoast Credit Union; Marcia Dolby, Harvard Business Media; Kaela Lerner, Fifth Third Bank; James Young, Beck.
- The slate of Officers approved are: Marcel Blythe- Chair; Chris Taylor- Vice Chair; Eric Bailey- Past Chair; Laura Gagnon- Finance Chair; Scott Goldbach-Governance Chair; and Nadine Fahim- Development Chair.
- 1.06.03 Fundraising and Events
 - Scholarship Partners Breakfast, September 22, 2023, at Bryan Glazer Family JCC.
 - Hawks, Line and Sinker Fishing Tournament, October 27, 2023 at Hula Bay Club.
 - HCC Golf Classic, December 4, 2023 at Tampa Palms Golf & Country Club.
- 1.07 Faculty, Staff and Student Recognitions

Angela Eveillard, Interim Executive Director of Marketing, provided the following faculty, staff and student recognitions:

- 1.07.01 Nursing faculty **Amanda De La Serna** completed her PhD in Nursing.
- 1.07.02 Nursing faculty **Dr. Laura Lewicki and Dr. Jennifer Reyes** shared a poster presentation of their research on the impact of simulation experiences on clinical judgement in nursing students at the National League for Nursing annual conference.
- 1.07.03 **Dr. Mary Wasinger**, nursing faculty completed her EdD.
- 1.07.04 **Christina Connor,** Brandon Campus English Faculty had a book proposal accepted to the University of Tampa's series, Pith. She will be publishing a work of scholarship on twenty-first-century Sleeping Beauty adaptations, building on her recent paper at the Popular Culture Association conference in San Antonio, Texas.
- 1.07.05 **Dr. Shannon Olmstead,** Grants Officer, was approved to serve on the Federal Funding Task Force of CASE (Council for the Advancement and Support of Education).
- 1.07.06 **Johana Melendez**, Plant City Professor of Biology was selected as a mentor for the American Society for Microbiology Future Leaders Mentoring Fellowship Program.
- 1.07.07 Ybor City professors **Myria Evans and Terry Varvil** successfully completed the Phi Theta Kappa five start advisor certificate.
- 1.07.08 **Ybor City Campus** and **Academic Affairs** in partnership with Camelot Community Care, hosted a tour for youth in foster care.
- 1.08 The Chairman recommended adoption of the agenda, all revisions to the agenda and approval of all agenda items marked "**Consent**."

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

1.09 Acting on behalf of the President, Richard Senker, VP of Academic Affairs recommended approval of the **March 22, 2023 Board Meeting Minutes.**

Trustee Watkins asked if there were any additions or corrections to the minutes, hearing none, the minutes were approved as drafted.

2.0 HEARING OF STUDENTS

3.0 HEARING OF CITIZENS

4.0 HEARING OF FACULTY AND STAFF

5.0 HUMAN RESOURCES

- 5.01 Acting on behalf of the President, Richard Senker, VP of Academic Affairs recommended approval of individuals for **full-time employment**. These individuals will be compensated in accordance with the Board-approved Salary Schedule.
- 5.02 Acting on behalf of the President, Richard Senker, VP of Academic Affairs recommended approval of **part-time faculty and staff employment** recommendations for Term 23/SP. Each part-time employee will be compensated in accordance with the Board-approved Salary Schedule.
- 5.03 Acting on behalf of the President, Richard Senker, VP of Academic Affairs recommended acknowledgment of **employment separations**.
- 5.04 Acting on behalf of the President, Richard Senker, VP of Academic Affairs recommended approval of the following faculty members be granted **Sabbatical Leave during the 2023-2024 Academic Year**:
 - Travis Meek, Humanities, Dale Mabry Campus
 - Mary Seguiti, Opticianry, Dale Mabry Campus

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

6.0 EDUCATIONAL PROGRAMS & STUDENT SERVICES

- 6.01 Acting on behalf of the President, Richard Senker, VP of Academic Affairs recommended approval of the new **ATC Program to be effective FA/23**, unless otherwise noted.
- 6.02 Acting on behalf of the President, Richard Senker, VP of Academic Affairs recommended approval of the **Dual Enrollment Annual Articulation Agreement** between Hillsborough Community College and the School Board of Hillsborough County.

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

7.0 INSTITUTIONAL SERVICES

7.01 Acting on behalf of the President, Richard Senker, VP of Academic Affairs recommended the approval of the **2022-2023 annual update to the College Equity Accountability Plan.**

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

8.0 FINANCIAL SERVICES

8.01 Acting on behalf of the President, Richard Senker, VP of Academic Affairs recommended approval of award to **Mutual of Omaha of Omaha**, **NE**, to provide life and disability insurance for the College's employees, eligible retirees, and their dependents, for a three-year period with the option to renew for two (2) additional one-year periods subject to successful negotiation of a contract for a total estimated cost of \$660,350 for the first year of which \$248,623 will be paid by the College and \$411,727 will be paid by College employees electing to purchase additional coverage. The insurance rates will be guaranteed for the initial two years of the contract and the overall annual cost may vary based on program enrollment

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

8.02 Acting on behalf of the President, Richard Senker, VP of Academic Affairs recommended approval of **Budget Amendment number 2.**

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

8.03 Acting on behalf of the President, Richard Senker, VP of Academic Affairs recommended approval of **Amendment No. 5** to the contract with **Williams Company Tampa**, establishing a Guaranteed Maximum Price in the amount of \$878,735.00 for the repairs of the exterior stucco, painting, and lightning protection reattachment for the SMPF building located at the SouthShore Campus

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

- 8.04 Acting on behalf of the President, Richard Senker, VP of Academic Affairs recommended approval the application for **final payment in the amount of \$42,511.53 to Foresight Construction Group, Inc.** for completion of exterior building envelope improvements to the Ybor, Faculty, and Collaboration Studio buildings located at the Ybor City Campus as reviewed and recommended by Wilder Architecture, Inc.
- 8.05 Informational Item Only February 2023 Financial Statements

9.0 ADMINISTRATIVE REPORT

9.01 Dr. Atwater (virtually) reminded the Board about Commencement that is to take place on Friday, May 4, 2023 at the Florida State Fairgrounds, Expo Hall. He also extended an invitation to attend the Faculty breakfast starting at 7:30 am.

10.0 LEGAL REPORT

11.0 HEARING OF BOARD MEMBERS

- 11.01 Trustee Watkins thanked Richard Senker for acting on behalf of the President, who attended virtually, at today's meeting.
- 11.02 Trustee Patel congratulated Steve Shear on the success of HCC Showcase Event.

12.0 ADJOURNMENT

There being no further business, the meeting adjourned at 4:32 p.m.

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Agenda Number: 5.01

CONSENT

BACKGROUND AND PERTINENT FACTS:

These are personnel appointments for budgeted full-time positions.

ECONOMIC IMPACT:

All the positions are budgeted within the current fiscal year (2022-2023). Except for temporary positions, these positions will be fully budgeted in subsequent fiscal years unless program or service changes or financial exigency requires that funds be discontinued.

OBJECTIVE:

To provide necessary staff support for the appropriate divisional unit.

LEGAL AUTHORITY:

F.S. 1001.64; 1001.65

RECOMMENDATION:

The President recommends approval of individuals for full-time employment (submitted herein for your review). Each full-time employee will be compensated in accordance with the Board-approved Salary Schedule.

Initiator	Date
Vice President/Campus President/Exec Dir of Human Resources	Date
District President	Date 05/16/23

1 - 0 - 024(2/04)

FULL-TIME APPOINTMENTS MAY 24, 2023 BOARD MEETING

STAFF EXEMPT

NAME	TITLE	POSITION #	<u>CAMPUS</u>	START DATE
Anderson, Sumira*	International Student Program Mgr.	EFC10T0004	Dale Mabry	05/18/23
Rowell, Latrece**	Campus Grants Officer	EFC12V0003	Ybor City	05/18/23

STAFF NON-EXEMPT

NAME	TITLE	POSITION #	<u>CAMPUS</u>	START DATE
Korb, Leah	Accounting Technician	NFC0300036	District	05/31/23
Mikhail, Nagy	Public Safety Officer	NFC0200032	District	05/08/23
Shuler, Erika	Executive Staff Assistant	NFC0400030	District	05/04/23

PROMOTION

NAME	<u>FROM</u>	<u>CAMPUS</u>	<u>T0</u>	CAMPUS	START DATE
Hospedales-Torres, Ruth	Learning Resource Tech/District	District	Campus Business Assistant	Brandon	05/10/23

Agenda Number: 5.02

CONSENT

BACKGROUND AND PERTINENT FACTS:

The College has determined that part-time faculty and staff are needed to support the academic programs for the Academic Term 23/SU. Part-time faculty will be employed on a term-by-term basis. If additional part-time staff is needed, a supplementary list will be submitted for appointment.

ECONOMIC IMPACT:

All of the positions are budgeted within the current fiscal year (2022-2023). All part-time faculty and staff budgets are reviewed during budget development and established based on enrollment projections and departmental need.

OBJECTIVE:

To augment full-time faculty and staff with temporary assistance to meet the academic goals of the College.

LEGAL AUTHORITY:

F.S. 1001.64; 1001.65

RECOMMENDATION:

The President recommends approval of individuals for part-time employment during Term 23/SU (submitted herein for your review). Each part-time employee will be compensated in accordance with the Board-approved Salary Schedule.

Initiator	Date
Vice President/Campus President/Exec Dir of Human Resources	Date
District President // A/	Date
Ken Ath Ashc	05/16/23
	23 4 0 00 4 (0 /0 4)

PART-TIME APPOINTMENTS MAY 24, 2023 BOARD MEETING

FACULTY

NAME	TITLE	POSITION #	<u>CAMPUS</u>	BEGIN DATE
Ahmed, Elsayed	Adj Math Instructor	FPNC0013	Brandon	08/14/23
Corson, Joshua	Adj English Instructor	FPNC0074	Dale Mabry	05/09/23
Cross, Meghan Losasso, Michael	Adj Dental Hygiene Instructor Adj History Instructor	FPNC0528 FPNC0048	Dale Mabry Dale Mabry	05/15/23 06/27/23
Pedroza, Bianca	Adj Biological Science Instruc		Plant City	05/09/23
Russell, William	Adj Art Instructor	FPNC0071	Dale Mabry	08/21/23
Smith, Amy	Adj Math Instructor	FPNC0060	Dale Mabry	05/09/23

NON-FACULTY

NAME	<u>TITLE</u>	POSITION #	CAMPUS	BEGIN DATE
Bravo, Maria	PT Associate	ZPP50052	Dale Mabry	04/27/23
Powell, Lisa	PT Associate	ZPP50057	Brandon	05/01/23
Tavitian, Albertina	PT Technician	ZPP20111	Dale Mabry	05/01/23
Tuggle, Elsa*	PT Specialist	ZPP4T001	Brandon	05/04/23

* Part-Time Temporary/Grant Funded

Agenda Number: 5.03

CONSENT

BACKGROUND AND PERTINENT FACTS:

Upon review of documentation, it was determined that the employees listed herein will separate from employment at the College as indicated.

ECONOMIC IMPACT:

None.

OBJECTIVE:

To acknowledge separations.

LEGAL AUTHORITY:

F.S. 1001.64; 1001.65

RECOMMENDATION:

The President recommends acknowledgement of employment separations (submitted herein for your review).

Initiator	Date
Vice President/ President/Exec Dir of Human Resources	Date
District President	Date 05/16/23

1 - 0 - 024(2/04)

FULL-TIME SEPARATIONS MAY 24, 2023 BOARD MEETING

RESIGNATION

NAME	TITLE	<u>CAMPUS</u>	BEGIN DATE	END DATE
Meulener, Danilo	Purchasing Officer	District	04/06/23	05/03/23
Nelson, Joanne	Reading Instructor	Dale Mabry	08/14/08	05/08/23
Powell, Lisa	Executive Staff Assistant II	Brandon	02/22/21	04/28/23
Young, Terece	Staff Assistant II	District	07/15/21	05/23/23
	RETIRE	EMENT		
NAME	<u>TITLE</u>	<u>CAMPUS</u>	BEGIN DATE	END DATE
Broadnax-Taylor, Delphinia	Assistant Dean	Ybor City	11/01/83	07/28/23
Chorzelewski, Richard	Facilities Manager	SouthShore	09/18/08	05/12/23
Harrison, Angelika	Cashier – Financial Svcs. II	Brandon	07/29/93	05/31/23
Tarrago, Linda	Accounting Instructor	Dale Mabry	08/19/93	07/31/23

* Full-Time Temporary ** Full-Time Temporary/Grant Funded

Agenda Number: 5.04

BACKGROUND AND PERTINENT FACTS:

The Board awards contracts to community college instructional personnel pursuant to Florida statutes. Current full-time, non-tenured instructional personnel have been reviewed by the respective Deans and Campus Presidents and recommendations have been made for the issuance of contracts for the 2023-2024 academic year.

ECONOMIC IMPACT:

Funds are internally available within the 2023-2024 Budget.

OBJECTIVE:

To issue contracts to non-tenured instructional personnel for the 2023-2024 academic year

LEGAL AUTHORITY:

F.S. 1001.64; 1001.65; 1012.83, SBE 6A-14.041, HCC 6HX-10-2.001

RECOMMENDATION:

The President recommends that the Board approve annual contracts, as appropriate, for full-time, non-tenured instructional personnel.

Initiator	Date
Vice President/ President/Exec Dir of Human Resources	Date
District President	Date 05/16/23

1 - 0 - 024(2/04)

2023-2024 Non-Tenured Faculty Contract Renewals

Name

Abuhelal, Ashraf Adjiri, Alle Al Khatib, Connor Al-Saleh, Leena Anitori, Eugene Banisakher, Mubarak Brown. Chevenne Bueller, David Carson, Valerie Charles, Christopher Chen, Monica Clark, Danielle Clermont, Bianca Connor, Christina Cronin, Georgina Crosby, Joshua Curran, Timothy Danic, Jean Daniels Gardner, Tasnee Daniels, Spencer Davis, Sheryl Drolz, Elizabeth Farrell, Lauren Fiske, Eric Fiskey, Francis Gill, Jacqueline Hannachi, Mehrez Hart, Joseph Hesse, Teresa Ho, Loi Hoier, Patrick lapicco, Lana Jacobs, Lauren Jankowiak, Kinga Jegede, Ekaterina Kelley, Michael Kelsay, Taylor Lambert, Mary Lance, Stephanie Lee, Jenny Lue, Christopher Mathurin, Andre Matthias, Sheila McGill, Kathrine Medina, Maggie Mehra, Shabnam

Title Architectural Construction Instructor Mathematics Instructor Mathematics Instructor Surgical Technology Instructor Cardiovascular Sonography Instructor **Computer Science Instructor** Nursing Instructor Mathematics Instructor **Biotechnology Instructor** Sociology Instructor Mathematics Instructor **Business Instructor Nursing Instructor English Instructor English for Academic Purposes Instructor** Anthropology Instructor **English Instructor** English As a 2nd Language Instructor **Computer Science Instructor English Instructor English Instructor** Sonography Instructor **EAP Instructor Political Science Instructor Computer Science Instructor** Counselor Mathematics Instructor Mathematics Instructor **Nursing Instructor** Mathematics Instructor **Cardiac Cathererization Instructor Communications Instructor** Mathematics Instructor **Chemistry Instructor** English As a 2nd Language Instructor English As a 2nd Language Instructor **Biology Instructor English Instructor English Instructor** Mathematics Instructor **Chemistry Instructor** Mathematics Instructor Nursing Instructor Nursing Instructor Instructor, Office Admin/Medical Office **Computer Science Instructor**

Expiration Campus Date **Dale Mabry Campus Ybor City Campus Dale Mabry Campus Dale Mabry Campus Dale Mabry Campus Dale Mabry Campus Plant City Campus Dale Mabry Campus Brandon Campus Ybor City Campus Brandon Campus Dale Mabry Campus Plant City Campus Brandon Campus Dale Mabry Campus Dale Mabry Campus Brandon Campus Dale Mabry Campus Ybor City Campus Brandon Campus Plant City Campus Dale Mabry Campus Ybor City Campus Dale Mabry Campus Dale Mabry Campus Ybor City Campus Brandon Campus Brandon Campus Dale Mabry Campus Brandon Campus Dale Mabry Campus Brandon Campus Dale Mabry Campus Dale Mabry Campus Dale Mabry Campus Dale Mabry Campus Brandon Campus Dale Mabry Campus Ybor City Campus** Ybor City Campus

Miles, Jennifer Miller, Melissa Moats, Nathaniel Moninger, Nichole Monroe, Yilan Montana, Rosamaria Moore, Shelby Moroney, Shannon Motawe, Zeinab Neff, Thomas Nelson, Ruth Page, Rebecca Pearn, Anthony Perez, Katherine Raymond-Habib, Lea Richardson, Omar Robinson, Shawn Schwalb, Jacob Signorini, Armando Sliman, Teri Timofeeva, Olga Tran, Mau Valentin Medina, Elsie Walton, Patricia Woodliff, Courtney Yordy, Marcie

Nuclear Medicine Technology Instructor **Dental Hygiene Instructor Religion Instructor Radiation Therapy Instructor** Mathematics Instructor Medical Laboratory Science Instructor Accounting Instructor **Biology Instructor Biological Sciences Instructor Opticianry Instructor Music Instructor Chemistry Instructor Criminal Justice Instructor** Surgical Technology Instructor Nursing Instructor Art Instructor Mathematics Instructor Nursing Instructor Mathematics Instructor **Radiologic Instructor** Mathematics Instructor **Biology Instructor Nursing Instructor Nursing Instructor** Student Life Skills Instructor **Computer Science Instructor**

6/30/2024 **Dale Mabry Campus Dale Mabry Campus** 6/30/2024 Dale Mabry Campus 6/30/2024 Dale Mabry Campus 6/30/2024 Southshore Campus 6/30/2024 **Dale Mabry Campus** 6/30/2024 Dale Mabry Campus 6/30/2024 Dale Mabry Campus 6/30/2024 Southshore Campus 6/30/2024 **Dale Mabry Campus** 6/30/2024 **Ybor City Campus** 6/30/2024 **Plant City Campus** 6/30/2024 **Ybor City Campus** 6/30/2024 **Dale Mabry Campus** 6/30/2024 **Dale Mabry Campus** 6/30/2024 **Ybor City Campus** 6/30/2024 **Brandon Campus** 6/30/2024 **Dale Mabry Campus** 6/30/2024 **Brandon Campus** 6/30/2024 **Dale Mabry Campus** 6/30/2024 Brandon Campus 6/30/2024 **Plant City Campus** 6/30/2024 **Dale Mabry Campus** 6/30/2024 **Dale Mabry Campus** 6/30/2024 **Brandon Campus** 6/30/2024 **Dale Mabry Campus** 6/30/2024

Agenda Number: 5.05

BACKGROUND AND PERTINENT FACTS:

The Board awards contracts to administrative personnel pursuant to Florida statutes and SBE rules. The list of administrative staff identified for (re) appointment is herein attached. The remaining vacant administrative positions will be reported to the Board as they are filled.

ECONOMIC IMPACT:

Funds are internally available within the 2023-2024 Budget.

OBJECTIVE:

To issue administrative contracts for the 2023-2024 fiscal year.

LEGAL AUTHORITY:

F.S. 1001.64; 1001.65; 1012.83, SBE 6A-14.041, HCC 6HX-10-2.001

RECOMMENDATION:

The President recommends approval of the awarding of administrative contracts for the 2023-2024 fiscal year.

Initiator	Date
Vice President/ President/Exec Dir of Human Resources	Date
District President	Date 05/16/23

2023-2024 Administrator One-Year Contracts

Name	Title	Expiration
BC, Hikmat	Associate Dean of Academic Affairs	6/30/2024
Bentrovato, Joseph	Dean, Student Services	6/30/2024
Berry, Keith	Dean of Academic Affairs	6/30/2024
Borrell, A.	Dean of Academic Affairs	6/30/2024
Brennan, Michael	Director International Education	6/30/2024
Buckthorpe, Ryan	Director, Continuing Education/Corporate Training	6/30/2024
Charles, Kayla	Dir, of Enrollment Management Tech and Resources	6/30/2024
Davis, Glenn	Associate Dean of Ems	6/30/2024
Davis, Glerin Davis, Nevaler		6/30/2024 6/30/2024
	Registrar Controller	6/30/2024
Dennard, Rhonesia		
Doss, Dionna	Associate Vice President, Associates in Arts Program	6/30/2024
Fuente, Marni	Dir, Early Childhood & Community Grant	6/30/2024
Hamer-Small, Kaya	Director of Honors Institute	6/30/2024
Jagusztyn, Nicole	Director of Information Management/Reporting	6/30/2024
Jenkins, Simone	Dean, Associates in Science Degree Programs	6/30/2024
Kearney, Scott	Director, Enterprise Systems	6/30/2024
Kotula, Nadia	Dean of Academic Affairs	6/30/2024
Lemke, Dustin	Dean Associates in Arts Degree Programs	6/30/2024
Lewis, Mark	Director Instructional Technology	6/30/2024
Lightfoot Bisson, Andrea	Director, Total Rewards & Compensation	6/30/2024
Lowry, Lee	Director of Fundraising, Foundation	6/30/2024
Mann, Brian	Associate Vice President, Associate in Science Programs	6/30/2024
Marshall, Richard Benton	Director of Facilities Management, Planning, & Construction	6/30/2024
McCray, Adrian	Director of Networking & Telecommunications	6/30/2024
Meeks, John	Associate Vice President, Post Secondary Adult Vocational	6/30/2024
Melchior, Vonda	Director of Purchasing	6/30/2024
Melendez, Nestor	Dean, Student Services	6/30/2024
Menendez, Michele	Director of Student Financial Services	6/30/2024
Paige, Bethoria	Director of Finance and Budget	6/30/2024
Panoulias, Peter	Associate Director of Financial Aid Campus Operations	6/30/2024
Parker, Jeremy	Director, Systems Administration	6/30/2024
Paynter, Christopher	Dean, Associates in Science Degree Programs	6/30/2024
Penny, Marcellyne	Associate Dean of Nursing	6/30/2024
Penrose, Leif	Dean of Health Sciences	6/30/2024
Rand, Patricia	Dean of Academic Affairs	6/30/2024
Richardson, Julie	Dean, Student Services	6/30/2024
Rios, Sheila	Dean, Associates in Science Degree Programs	6/30/2024
Saylor, Laurie	Director, Online Learning	6/30/2024
Serrano, Yaima	Dean, Student Services	6/30/2024
Smith, Tierra	Director of Financial Aid & Veteran Affairs	6/30/2024
Thompkins, Caprice	Director, Talent Acquisition and Employee Records	6/30/2024
Watkins, Brenda	Director Professional Development	6/30/2024
Wiggers, James	Director Facilities & Construction Management	6/30/2024
Zujovic, Alisa	Director Institutional Research	6/30/2024
-		

Agenda Number: 5.06

BACKGROUND AND PERTINENT FACTS:

The Board of Trustees granted the President the authority to issue two-year contracts to Administrators, solely at the President's discretion

ECONOMIC IMPACT:

None

OBJECTIVE:

To issue two-year contracts starting the 2023-2024 fiscal year to the attached list of Administrators.

LEGAL AUTHORITY:

F.S. 1001; 1001.65, SBE 6A-14.041

RECOMMENDATION:

The President recommends approval of the two-year contracts to Administrators on the attached list.

Initiator	Date
Vice President/ President/Exec Dir of Human Resources	Date
District President	Date 05/16/23

1 - 0 - 024(2/04)

2023-2024 Administrator Two-Year Contracts

Title	Expiration		
Campus President	6/30/2025		
Campus President	6/30/2025		
Campus President	6/30/2025		
Chief Diversity Officer	6/30/2025		
Director, Community & Govt Relations	6/30/2025		
Campus President	6/30/2025		
General Counsel	6/30/2025		
Vice President for Strategic Planning & Analysis	6/30/2025		
Campus President	6/30/2025		
Vice President for Information Technology	6/30/2025		
Vice President for Student Services & Student Enrollment	6/30/2025		
Vice President for Administration/Chief Financial Officer	6/30/2025		
Vice President for Academic Affairs	6/30/2025		
Executive Director, Human Resources	6/30/2025		
Executive Director, Marketing & Public Relations	6/30/2025		
Executive Director, Foundation	6/30/2025		
	Title Campus President Campus President Campus President Chief Diversity Officer Director, Community & Govt Relations Campus President General Counsel Vice President for Strategic Planning & Analysis Campus President Vice President for Information Technology Vice President for Information Technology Vice President for Student Services & Student Enrollment Vice President for Administration/Chief Financial Officer Vice President for Academic Affairs Executive Director, Human Resources Executive Director, Marketing & Public Relations		

Agenda Number: 5.07

BACKGROUND AND PERTINENT FACTS:

The Vice President for Academic Affairs and the College's Committee for Rank and Promotion are recommending that following names have met the qualifications for Rank and Promotion per: Article 6.17 Professional Development and Rank.

ECONOMIC IMPACT:

\$20,000 Included in the budget

OBJECTIVE:

To award and recognize faculty with the rank of Associate Professor or Professor who distinguish themselves through continuing significant contributions to the College.

LEGAL AUTHORITY:

FS 1001.64, FS 1001.65

RECOMMENDATION:

The President recommends that the Board approve that the following faculty receive Rank & Promotion:

- John Ball (DM)
- Jana Bielecki (YB)
- Michele Martinez (BR)
- Dexter Brock (YB)
- Myria Evans (YB)
- Lee Koratich (YB)
- Gina Ricard (DM)
- Nerissa Lamison (YB)
- Laura Lewicki (DM)

- Mark Zarycki (BR)
- Travis Meek (DM)
- Cynthia Moore (YB)
- Jenifer Paquette (DM)
- Mary Seguiti (DM)
- Terry Varvil (YB)
- Kara Williamson (PC)
- Suzanne Devore (YB)

Initiator	Date
Vice President/Campus President/Director of Human Resources	Date
District President	Date
1 cm April Acqui	05/16/23

Agenda Number: 5.08

BACKGROUND AND PERTINENT FACTS:

SBE Rule 6A-14.0411 provides the legal basis for awarding continuing contracts to community college personnel upon recommendation of the President. In accordance with the HCC/FUSA Agreement, Article 6.16, Tenure and Continuing Contract, the College-Wide Tenure Committee deliberated to review documentation and to interview individual tenure candidates to support the issuance of continuing contracts. Based on that process and by unanimous vote, the committee recommended that continuing contracts be issued to the spring term 2023 candidates listed below.

ECONOMIC IMPACT:

None anticipated.

OBJECTIVE:

To issue continuing contracts to the below named instructional personnel to be effective the 2023-2024 academic year.

LEGAL AUTHORITY:

SBE Rule 6A-14.0411, SBE Rule 6A-14.002(1), FS 1012.83

RECOMMENDATION:

The President recommends that the Board of Trustees approve the awarding of continuing contracts to the following faculty members:

- Todd Alt (YB)
- Susan Brown (YB)
- Ann Marie Coats (YB)
- Cynthia Dubs (DM)
- Jodi Haller (DM)
- David Laborde (BR)
- Scott Miller (DM)

- Josue Rey (YB)
- Jennifer Reyes (DM)
- Cynthia Robinson (PC)
- Michele Slaughter (BR)
- Anthony Spatola (PC)
- Carol Stallworth (SS)
- Ruth Tallman (DM)

Initiator	Date
	5/3/23
Vice President/Campus President/Director of Human Resources	Date
District President , / A / /	Date
District resident Autor	Date
Kin Ath Ashi	05/16/23

Agenda Number: 6.01

CONSENT

BACKGROUND AND PERTINENT FACTS:

The Behavioral Sciences discipline group presented course modifications and an AA pathway modification; the Nursing discipline group presented course deletions and a program modification; and the Health Sciences discipline group presented a new course, course modifications, a new program, and a program modification to the Academic Affairs Committee.

The Academic Affairs Committee approved the new course, course modifications, course deletions, new program, and program and AA pathway modifications, and forwarded all to the Vice President for Academic Affairs who reviewed them with the appropriate staff for forwarding to the President.

ECONOMIC IMPACT:

None.

OBJECTIVE:

To strengthen the college curriculum.

LEGAL AUTHORITY:

HCC 6HX-10-4.06

RECOMMENDATION:

The President recommends approval of the new course, course modifications, course deletions, new program, and program and AA pathway modifications to be effective FA/23, unless otherwise noted.

Initiator	Date:
Brian Mann and Dionna Doss	
Vice President/Campus President/Director of Human Resources	Date:
Richard Senker	
District President	Date
for An Aque	05/16/23

Hillsborough Community College May 2023 BOT

New Course

Course Number/ Prefix	Course Title	Category	Credit/ Clock Hrs.	Effective Term
DES 1023	Dental Anatomy and Physiology	Transfer	2 cr.	FA/23

Course Modifications Effective FA/23

DES 1022, Head, Neck, and Dental Anatomy

• Decrease credit hours from 3 to 2.

DES 1052, Dental Pharmacology/Pain Control

- Decrease credit hours from 3 to 2.
- Add a "C" to the course number (DES 1052C).
- Change course description to read: "This course will provide the students with lab experience, basic knowledge in use of pain control in dental offices, and in the use of Nitrous Oxide sedation. Additionally, this course provides the student with laboratory experience in taking and monitoring patient vitals, assistance in the administration of nitrous oxide sedation and the administration of oxygen."

DES 1060, Allied Dental Theory

- Decrease credit hours from 3 to 2.
- DES 1201L, Dental Radiology Lab
 - Increase credit hours from 1 to 2.
- DES 1805L, Dental Clinical Practice I Lab
 - Decrease credit hours from 5 to 4.
- DES 1832, Expanded Functions
 - Increase credit hours from 3 to 4.
- DES 1832L, Expanded Functions Lab
 - Decrease credit hours from 3 to 2.
- DES 2101L, Dental Materials Lab
 - Increase credit hours from 1 to 2.
- SYG 2000, Introduction to Sociology
 - Change course description to read: "Emphasizes the scientific method in examining society. Topics include group structure, roles, social stratification, culture, socialization, deviance, collective behavior, social movements, gender and sexuality, families, race and ethnicity, social institutions, and globalism."

SYG 2430, Marriage and Family

Change course description to read: "Utilizes an applied approach to marriage and the family, with an
emphasis on the changing contemporary family with respect to social and economic status, values, and
structures. Topics include sex roles, love relationships, including conflict, sexuality, dating, singlehood,
parenthood, cohabitation, divorce, and remarriage."

Course Deletions Effective FA/23

NUR 1141, Pharmacology in Nursing NUR 1060, Health Assessment

New Program Effective FA/23

Dental Assisting - AS

Program Modifications Effective FA/23

Sociology – AA Pathway

• Delete SOP 1740 from electives and add SYG 2340 to electives.

Dental Assisting – ATD

- Add HSC 1220 (year 1, fall semester) and DES 1xxx, Dental Anatomy and Physiology (year 1, spring semester) to program requirements.
- Move DES 1052C from year 1, fall semester to year 1, spring semester.
- Move DES 1840 from year 1, spring semester to year 1, summer semester.

Effective FA/24

Nursing - ADN

• Delete NUR 1141 and NUR 1060 from electives.

AS • Dental Assisting

AS. (70 Credit Hours)

Program Required Courses

– First S	emester	
1060	Allied Dental Theory	2 cr.
1022	Head, Neck, and Dental Anatomy	2 cr.
1022L	Head, Neck, and Dental Anatomy Laboratory	1 cr.
1601	Dental Office Emergencies	1 cr.
1801	Introduction to Clinical Procedures	4 cr.
1801L	Introduction to Clinical Procedures Laboratory	1 cr.
2101		
2101L		
1220	Fundamentals of Allied Health Occupations	1 cr.
- Secon		
1052C	Dental Pharmacology/Pain Control	2 cr.
1201	Radiology	3 cr.
1201L	Radiology Laboratory	2 cr.
1805	Clinical Practice I	4 cr.
1805L		
1503	Dental Office Management	1 cr.
1023	Dental Anatomy and Physiology	2 cr.
– Third S		
1832		
1832L		
1840		
1855L		
1932	Dental Assisting Seminar	1 cr.
	1060 1022 1022L 1601 1801 2101L 1201L 1220 - Secon 1052C 1201 1201L 1805 1805L 1503 1023 - Third S 1832 1832L 1840 1855L	 Head, Neck, and Dental Anatomy. Head, Neck, and Dental Anatomy Laboratory. Dental Office Emergencies. Introduction to Clinical Procedures. Introduction to Clinical Procedures Laboratory. Dental Materials. Dental Materials Lab. Dental Materials of Allied Health Occupations. Second Semester Dental Pharmacology/Pain Control. Radiology

DES	1152	Dental Psychology and Communications	1 cr.
		Semester	
†BSC	2085	Human Anatomy and Physiology I	3 cr.
†BSC	2085L	Human Anatomy and Physiology I Laboratory	1 cr.
ENC	1101	English Composition I	3 cr.
†MAC	1105	College Algebra	. 3 cr.
		*Humanities General Education CORE	3 cr.
YEAR II	- Secon	d Semester	
†AMH	2020	Modern American History or †POS 2041, American Government	3 cr.
†MCB	2000	Microbiology and Human Disease	3 cr.
†MCB	2000L	Microbiology and Human Disease Laboratory	1 cr.

ATD • Dental Assisting

ATD.DEA (50 Credit Hours)

Program Required Courses

YEAR I – First Semester

DES	1060	Allied Dental Theory	. 2 cr.
DES	1022	Head, Neck, and Dental Anatomy	
DES	1022L	Head, Neck, and Dental Anatomy Laboratory	1 cr.
DES	1601	Dental Office Emergencies	.1 cr.
DES	1801	Introduction to Clinical Procedures	.4 cr.
DES	1801L	Introduction to Clinical Procedures Laboratory	.1 cr.
DES	2101	Dental Materials	3 cr.
DES	2101L	Dental Materials Lab	2 cr.
HSC	1220	Fundamentals of Allied Health Occupations	.1 cr.
YEAR I	- Secon	d Semester	
DES	1052C	Dental Pharmacology/Pain Control	2 cr.
DES	1201	Dental Radiology	.3 cr.
DES	1201L	Dental Radiology Laboratory	. 2 cr.
DES	1805	Dental Clinical Practice I	.4 cr.
DES	1805L	Dental Clinical Practice I Laboratory	.4 cr.
DES	1503	Dental Office Management	.1 cr.
DES	1023	Dental Anatomy and Physiology	2 cr.
YEAR I	– Third S	Semester	
DES	1832	Expanded Functions	4 cr.
DES	1832L	Expanded Functions Laboratory	2 cr.
DES	1840	Preventive Dental Health	2 cr.
DES	1855L	Dental Clinic Practicum	.5 cr.
DES	1932	Dental Assisting Seminar	.1 cr.
DES	1152	Dental Psychology and Communications	.1 cr.

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Agenda Number: 8.01

CONSENT

BACKGROUND AND PERTINENT FACTS:

In September of 2020, the District Board of Trustees entered into a contract with Charles Perry Partners, Inc. to provide construction management services for the construction of a new District Administration Center building at the College's Dale Mabry Campus. Amendment No. 1 established the Guaranteed Maximum Price (GMP) in the amount of \$16,923,473. The project was completed on January 8, 2023, as per the contract for a total amount of \$12,229,856.22. The final contract amount reflects a deduction of \$3,651,179.47 for Direct Purchases, \$220,114.76 Tax Savings and \$822,322.55 of unused contingency allowances and buy-out credits. Baker Barrios, Inc. has reviewed and approved the application for final payment in the amount of \$111,582.87 to Charles Perry Partners, Inc. All close-out documents including warranties have been provided to the College. All sub-contractor invoices have been paid.

ECONOMIC IMPACT:

Funds were provided from proceeds received from the sale of the Dr. Gwendolyn W. Stephenson District Administration Center.

OBJECTIVE:

To obtain Board approval for final payment of \$111,582.87 to Charles Perry Partners, Inc. for completion of the construction of a new District Administration Center building at the College's Dale Mabry Campus.

LEGAL AUTHORITY:

SBE 6A-14.074, HCC 6HX-10-5.300, FS 1001.02, FS 1001.64, FS 1013.45

RECOMMENDATION:

The President recommends Board approval for final payment in the amount of \$111,582.87 to Charles Perry Partners, Inc. for completion of a new District Administration Center building at the College's Dale Mabry Campus, as reviewed and recommended by Baker Barrios, Inc.

Initiator Ben Marshall	Date April 25, 2023	
Vice President/Campus President/Director of Human Resources	Date	
District President	Date 05/16/23	

Agenda Number: 8.02

CONSENT

BACKGROUND AND PERTINENT FACTS:

In October of 2022, the District Board of Trustees entered into a contract with S R Plumbing LLC to provide Flush Valve and Faucet replacement project college-wide services in the amount of \$1,997,777.00. The project was completed on March 27, 2023, as per the contract for a total amount of \$1,816,949. The final contract amount reflects a deduction of \$180,827.36 for S R Plumbing LLC. for the unused contingencies. SGM Engineering has reviewed and approved the application for final payment in the amount of \$ 181,695.00 to S R Plumbing LLC. All close-out documents including warranties have been provided to the College. All sub-contractor invoices have been paid.

ECONOMIC IMPACT:

Funds will be provided from Coronavirus Aid, Relief, and Economic Security Act (CARES).

OBJECTIVE:

To obtain Board approval for final payment of \$181,695.00 to S R Plumbing LLC. for completion of the Flush Valve and Faucet replacement project College-wide services.

LEGAL AUTHORITY:

SBE 6A-14.074, HCC 6HX-10-5.300, FS 1001.02, FS 1001.64, FS 1013.45

RECOMMENDATION:

The President recommends that the Board approve the application for final payment in the amount of \$181,695.00 to S R Plumbing LLC. for completion of the Flush Valve and Faucet replacement project College-wide services, as reviewed and recommended by SGM Engineering.

Initiator	Date
Ben Marshall	May 3, 2023
Vice President/Campus President/Director of Human Resources	Date
District President	Date 05/16/23

Agenda Number: 8.03

CONSENT

BACKGROUND AND PERTINENT FACTS:

Per Section 1013.31(1), F.S., and Section 3.1, SREF every five years, each community college District Board of Trustees must arrange for an educational plant survey for its college. After submission and approval of the educational plant survey by the Commissioner of Education, each College is required to submit a revised and updated Project Priority List (PPL) to the Commissioner. In order for projects to be funded using Capital Outlay and Debt Service (CO&DS) Funds, they must be on a current and approved PPL. Capital Outlay and Debt Service (CO&DS) Funds can only be expended on projects listed on a current and approved PPL. Administration and staff, including Campus Presidents, have reviewed the projects on the list. Changes or amendments to the list may be submitted by the Board when deemed necessary.

A revised and updated Project Priority List has been prepared on behalf of the Board. This Project Priority List outlines the survey recommended projects that the College plans to expend Capital Outlay and Debt Service (CO&DS) Funds.

ECONOMIC IMPACT:

No economic impact on the College.

OBJECTIVE:

To obtain Board approval of the College's revised and updated Project Priority List (PPL) for submittal to the Department of Education, Educational Facilities to request approval from the State Board of Education.

LEGAL AUTHORITY:

SECTION 2.1 (5) SREF, FS 215.43, FS 215.431, FS 215.61, FS 1001.64

RECOMMENDATION:

The President recommends the approval of the College's revised and updated Project Priority List (PPL) for submittal to the Department of Education, Educational Facilities to request approval from the State Board of Education.

Initiator Ben Marshall	Date May 24, 2023
Vice President/Campus President/Director of Human Resources	Date
District President	Date 05/16/23

Return **three copies** with original signaturesas needed to: Office of Educational Facilities Florida Department of Education 325 West Gaines Street 1014 Turlington Building Tallahassee, Florida 32399-0400 850-245-0494 Fax : 850-245-9304

FLORIDA DEPARTMENT OF EDUCATION For OEF Use Only Office of Educational Facilities For OEF Use Only REQUEST TO STATE BOARD OF EDUCATION FOR APPROVAL OF ORDER OF PRIORITY FOR EXPENDITURE OF STATE CAPITAL OUTLAY FUNDS (Florida College System)

Florida College System Institution Name

Hillsborough Community College

In accordance with the provisions of Section (9)(d), Article XII, of the Constitution of the State of Florida, as amended (referred to as the School Capital Outlay Amendment, "the Amendment"), and of rules of the State Board of Education based thereon and relating to the order of priority of capital outlay projects financed from funds derived under the Amendment, approval of the State Board of Education is hereby requested for the attached project priority list of college capital outlay projects.

The District Board of Trustees of the State College of Florida Sarasota-Manatee certifies that this list of projects and the order of priority assigned are based on (a) a survey as set forth in Section 1013.31, F.S., dated April 6, 2022, as amended; (b) rules of the Florida Administrative Code relating to priority of projects, as set forth in Section 2.1(5), SREF; and (c) other pertinent information relating to capital outlay needs of the college.

As said funds become available, the said Board proposes to implement these projects as nearly as practicable in the order given, subject to changes made by state law and the Florida Administrative Code.

Projects are placed in the proper category according to the following:

- I. <u>Completed</u> Once a Certificate of Final Inspection (OEF Form 209, "certificate") has been issued or a project not requiring a certificate has been completed, the project is placed in the "completed" category. The project will be eligible for the expenditure of state capital outlay funds during the fiscal year in which the certificate was issued or the project completed, and for one additional fiscal year thereafter, after which it should not be listed unless there are outstanding encumbrances. Completed projects are identified only by the project priority list number and date of the certificate or completion date, whichever is applicable.
- II. <u>Under Construction</u> Once a contract or purchase order has been executed for a project, the project is placed in the "under construction" category. It remains there until the certificate is issued or the project is completed, whichever is applicable.
- III. <u>Planned</u> While a project is in the planning stage and State Board of Education approval is being requested for the expenditure of state capital outlay funds, the project is placed in the "planned" category. It remains there until a contract or purchase order is executed for the project.
- IV. <u>Deleted</u> When no contract or purchase order has been executed for a project at the beginning of a new five-year educational plant survey or the Board of Trustees no longer wants to construct a project, the project is placed in the "deleted" category. Deleted projects are identified only by project number.

Adopted by the District Board of Trustees of Hillsborough Community College on May 24, 2023.

(date)

ATTEST:

Dr. Ken Atwater, President

(See instructions on reverse.)

OEF 217FC Rule 6A-2-0010, FAC Page 1 of 3 Effective November 2014

INSTRUCTIONS FOR PROJECT PRIORITY LIST (PPL)

- A. Project categories are listed in the following order: (1) <u>completed</u>, (2) <u>under construction</u>, (3) <u>planned</u> and (4) <u>deleted</u>. See cover sheet (Page 1 of 3) for definitions of categories.
- B. Columns contain the following information:

Column (1): Project Number - As designated by the college. Once a project has been completed or deleted, its number cannot be reused within a five-year period.

Column (2): Priority Rating Letter – Assigned in accordance with SREF, Section 2.1(5)(e).

Column (3): Project Description – Including site number and name, based on one or more current educational plant survey recommendations, including custodial and sanitation facilities, as needed. The recommendations, which comprise a project, are cited verbatim from the survey report in the project description. It is helpful to include the recommendation numbers as well.

Column (4): Estimated Cost – As figured by the college.

- C. All projects included on the PPL are paid for partially or completely by funds accruing under the provisions of Section 9(d), Article XII, of the Constitution of the State of Florida, as amended. Such funds are referred to by various terms, often used interchangeably: (a) "COBI" – capital outlay bond issue funds, (b) "CO&DS" – capital outlay and debt service funds, (c) "SBE" – State Board of Education bond funds, and (d) "SCOA" – School Capital Outlay Amendment funds.
 - 1. Projects must be recommended by the current educational plant survey, conducted in accordance with Section 1013.31(1), F.S., and SREF, Section 3.1.
 - 2. Projects must have a priority rating letter, as established by SREF, Section 2.1(5)(e).
 - 3. All "A" priority projects, which have first priority in eligibility for expenditure of funds, as named above, must be listed before any "B" priority projects are listed. One or more "B" priority recommendation items may be included in an "A" priority project, providing the project includes a majority of "A" type facilities and is constructed under a single contract.
 - 4. Projects assigned a "B" priority are eligible for expenditure of funds, as named above, after all "A" projects recommended in the current survey are under contract.
 - 5. Exceptions to priority requirements are explained in SREF, Section 2.1(5)(d)3.
- D. Collegewide recommendations may be listed on the PPL as follows:
 - 1. Life safety corrections, pursuant to SREF, Chapter 5 may be aggregated and listed as one project.
 - 2. Modifications for accessibility by handicapped persons, pursuant to Sections 553.501-553.513, F.S., may be aggregated and listed as one project.
 - 3. Replacement of roofs and membranes, pursuant to Section 423.12, Florida Building Code, may be aggregated and listed as one project.
 - 4. Replacement or purchase of equipment for existing facilities, pursuant to SREF, Section 2.1(5)(e)1.b., may be aggregated and listed as one project.
 - 5. Provision of sanitation facilities, pursuant to Section 423.16, Florida Building Code, may be aggregated and listed as one project, or may be included in individual projects.
 - 6. Provision of custodial facilities, pursuant to Section 423.20, Florida Building Code, may be aggregated and listed as one project, or may be included in individual projects.

REQUEST TO STATE BOARD OF EDUCATION FOR APPROVAL OF ORDER OF PRIORITY FOR EXPENDITURE OF STATE CAPITAL OUTLAY FUNDS ATTACHMENT: PROJECT PRIORITY LIST (PPL)

College: Hillsborough Community College

Date : April 12,2023

(1)	(2)	(2)	(A)
(1)	(2) Priority	(3)	(4)
D	Priority		
Project	Rating	Project	Estimated
Number	Letter	Description	Cost
1.047	A	Repair Exterior Envelope Building Number – 103, Building: GYMNASIUM	\$2,000,000.00

Page 3 of 3 Effective November 2014

Agenda Number: 8.04

BACKGROUND AND PERTINENT FACTS:

In August of 2018, the District Board of Trustees entered into a contract with Williams Company Tampa to provide construction management services under a continuing contract for miscellaneous projects for which total construction costs do not exceed \$4,000,000.

Amendment No. 6 to the contract is the establishment of a Guaranteed Maximum Price (GMP) in the amount of \$1,323,505 for the relocation of the twelve (12) existing modular classrooms within the SouthShore Campus.

ECONOMIC IMPACT:

Funds were provided from the district-wide college projects fund.

OBJECTIVE:

To receive Board approval of Amendment No. 6 to the contract with Williams Company Tampa, establishing a Guaranteed Maximum Price in the amount of \$1,323,505 for relocation of the twelve (12) existing modular classrooms within the SouthShore Campus.

LEGAL AUTHORITY:

COE 6-2.004, FS 287.055, HCC 6HX-10.4.101

RECOMMENDATION:

The President recommends approval of Amendment No. 6 to the contract with Williams Company Tampa, establishing a Guaranteed Maximum Price in the amount of \$1,323,505 for the relocation of the twelve (12) existing modular classrooms within the SouthShore Campus.

Initiator Ben Marshall	Date May 3, 2023
Vice President/Campus President/Director of Human Resources	Date
District President	Date 05/16/23

Agenda Number: 8.05

INFORMATION ITEMS ONLY

MONTHLY FINANCIAL STATEMENTS

The Board has requested the monthly financial statements be submitted as informational only for their review. The financial statements for the month of March 2023.

LEGAL AUTHORITY:				
Sections 1001.64; 1001.65 Florida Statutes				
Initiator	Date			
	Date			
Vice President/Campus President/Director of Human Resources	Date			
District President	Date			
Ken Ar Ashe	05/40/00			
1000 1900 11100	05/16/23			