

DISTRICT BOARD OF TRUSTEES BOARD MEETING

FEBRUARY 22, 2023 4:00 PM

LOCATION:

HILLBOROUGH COMMUNITY COLLEGE PLANT CITY CAMPUS, TRINKLE BUILDING 1206 N. PARK ROAD PLANT CITY, FL 33563

> PUBLIC ACCESS: VIA ZOOM

CLICK <u>HERE</u> TO JOIN

HILLSBOROUGH COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES BOARD MEETING WEDNESDAY, FEBRUARY 22, 2022 – 4:00 P.M. PLANT CITY CAMPUS, TRINKLE CENTER 1206 N. PARK ROAD PLANT CITY, FL 33596

ZOOM ACCESS HERE

Page No.

1.0 GENERAL FUNCTIONS

- 1.01 Call to Order
- 1.02 Invocation
- 1.03 Pledge of Allegiance
- 1.04 Roll Call
- 1.05 Welcome to Plant City Campus -Dr. Marty Clay
- 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 **December 7, 2022 Board** 3 **Meeting minutes** and **January 18, 2023 Special 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 HUMAN RESOURCES

- CONSENT5.01 The President recommends approval of individuals for **full-time employment**. 11 Each full-time employee will be compensated in accordance with the Boardapproved Salary Schedule (submitted herein for your review).
 - 5.02 The President recommends approval of individuals for **part-time** 14 **employment** during Term 23/SP. Each part-time employee will be compensated in accordance with the Board-approved Salary Schedule (submitted herein for your review).
- CONSENT 5.03 The President recommends acknowledgment of **employment separations** 17 (submitted herein for your review).

6.0 EDUCATIONAL PROGRAMS & STUDENT SERVICES

- CONSENT6.01 The President recommends approval of the course modifications, course 19 deletions, program modifications and college-wide seat capacity requests to be effective FA/23, unless otherwise noted (submitted herein for your review).
 - 6.02 The President recommends approval of the **reduced course fee to be** 24 **effective FA/23**, unless otherwise noted (submitted herein for your review).

7.0 INSTITUTIONAL SERVICES

8.0 FINANCIAL SERVICES

8.01 Informational Item Only – **November 2022 and December 2022 Financial** 26 **Statements**

9.0 ADMINISTRATIVE REPORT

- 9.01 Legislative Priorities
- 9.02 Grants Report

10.0 LEGAL REPORT

11.0 HEARING OF BOARD MEMBERS

12.0 ADJOURNMENT

HILLSBOROUGH COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES BOARD MEETING WEDNESDAY, DECEMBER 7, 2022 – 4:00 P.M. BRANDON CAMPUS, 10451 NANCY WATKINS DRIVE TAMPA, FLORIDA 33619 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
- 1.03 Pledge of Allegiance
- 1.04 Roll Call

The following Trustees were in attendance:

- Greg Celestan
- Brian Lametto
- Juan Penagos
- Chip Diehl
- Aakash Patel (virtual)
- 1.05 Welcome to Guests, Faculty and Staff Members
- 1.06 Dr. Kish Johansen welcomed the Board to the Brandon Campus. She gave an overview of the Brandon Campus, introducing the Deans in attendance. Students in attendance included SGA officers and members as well as students from the Collegewide American Medical Student Association. Biotechnology Chair, Professor Valerie Carson and her student gave an overview of the Biotechnology Program and conducted a short strawberry DNA experiment that all Board members participated in. Dr. Kish Johansen thanked the Board and Dr. Atwater for visiting the Brandon Campus.
- 1.07 Foundation Report

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

- 1.07.01 The Foundation Report was sent to the Board under separate cover. A summary of activities during the month of November included:
 - \$858K in donations, up 34% above budget
 - \$1.67M Total Revenue for the year to date, up 16% above budget
 - (\$133K) net loss on Investments for the first 4 months
 - \$15.81M in Ending Net Assets

- 1.07.02 Fundraising and Events
 - 1,026 Scholarships were awarded totaling \$840,000 in our two award cycles in 2022.
 - Six Staff and Faculty applied for Resource for Excellence Grants and the committee will choose the recipients later this month.
 - HCC Foundation Annual Golf Tournament, February 13, 2023 at Tampa Palms Golf & Country Club.
 - Presidential Showcase, March 29, 2023 at Armature Works.
 - Hawks, Line and Sinker Fishing Tournament, October 27, 2023 at Hula Bay.
- 1.08 Faculty, Staff and Student Recognitions

Ashley Thomas, Executive Director of Marketing, provided the following faculty, staff and student recognitions:

- 1.08.01 The HCC Marketing and Public Relations Department has earned several recognitions for their work throughout the 2021-2022 Academic Year: one Gold and three Silvers from the Education Digital Marketing Awards, two First Place awards and one Second Place award from the Association of Florida Colleges and two Awards of Excellence from the PRSA Tampa Bay Prestige Awards.
- 1.08.02 Director of Marketing and Strategic Communications and soon to be ED of Marketing and PR, Angela Walters Eveillard, MBA, APR, received the 2022 Lifetime Achievement Award at the PRSA Tampa Bay Prestige Awards.
- 1.08.03 Assistant Dean of PSAV & Workforce Programs, Steven Crudup, will continue serving the Association of Florida Colleges (AFC) as the Vice-President Elect for Commissions, beginning January 2023, while also serving as Past Chair for the Workforce, Adult & Continuing Education Commission (WACE). In these roles, he will serve as support for both the 2023 VP for Commissions and 2023 Chair of the WACE Commission. In 2024, he will roll off the WACE Commissions, serving as the AFC's Vice-President for Commissions, serving as the liaison between the functional area commissions of AFC and the Executive Committee. Crudup was also highlighted recently in the October issue of AFC's Current.
- 1.08.04 The Radiography Program was recently reaccredited, without any conditions, by the Joint Review Committee on Education in Radiologic Technology (JRCERT). The maximum duration that may be awarded by the JRCERT is eight years, and the Radiography Program at HCC has been awarded this duration for the past two accreditation cycles. Teri Sliman is the Program Manager.
- 1.08.05 The Diagnostic Medical Sonography-Obstetrics and Gynecology (DMS-OB/GYN) program has been awarded continuing accreditation through 2032 by the Commission on Accreditation of Allied Health Education Programs (CAAHEP). The DMS-OB/GYN program serves annual cohorts of 22 students at the Dale Mabry Campus. Eugene "Geno" Anitori is the Program Manager.

- 1.08.06 Dale Mabry Psychology Associate Professor Todd Joseph presented his "Do Psychology Transfer Students Face Unfair Barriers in States That Prevent Community Colleges from Offering Statistics and Research?" talk and served as chair and discussant for four symposia at the American Psychological Association's National Conference in Minneapolis, MN in August. He is also serving as a member of the American Psychological Association's Quality Principles for Undergraduate Education in Psychology revision task force and as the 2022 co-chair of the American Psychological Association's Committee on Associate & Baccalaureate Education after serving a term as the CABE co-chair in 2021.
- 1.08.07 Dale Mabry Campus President Dr. Paige Niehaus has been nominated to serve on the American Association of Community Colleges' Presidents Academy Executive Committee.
- 1.09 The Chairman recommended adoption of the agenda, all revisions to the agenda and approval of all agenda items marked "**Consent**".

Trustee Lametto made a motion to approve, seconded by Trustee Diehl after due discussion and consideration, approval was given by aye vote of all members present.

1.10 The President recommended approval of the **October 26, 2022 Board Meeting Minutes**

Trustee Lametto made a motion of approval, seconded by Trustee Diehl. 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.
- 5.02 The President recommended approval of **part-time faculty and staff employment** recommendations for Term 22/FA and 23/SP. Each part-time employee will be compensated in accordance with the Board-approved Salary Schedule.
- 5.03 The President recommended acknowledgment of **employment separations**.

6.0 EDUCATIONAL PROGRAMS & STUDENT SERVICES

7.0 INSTITUTIONAL SERVICES

7.01 The President recommended acknowledgement of receipt of the Foundation's annual **IRS Form 990 for Fiscal Year 2021-2022** and that the Board **certify** that the Foundation is operating in a manner consistent with the goals of the College and the State of Florida.

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

8.0 FINANCIAL SERVICES

8.01 The President recommended approval to **adjust the College's records** for any items that are not relocated for reuse at another College location.

Trustee Diehl 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 Informational Item Only Budget Development Calendar.
- 8.03 Informational Item Only October 2022 Financial Statements

9.0 ADMINISTRATIVE REPORT

10.0 LEGAL REPORT

11.0 HEARING OF BOARD MEMBERS

- 11.01 Trustee Patel is excited for the new District Office opening.
- 11.02 Trustee Lametto wished everyone a happy and safe Holiday season.
- 11.03 Trustee Diehl commented on how blessed we all are and looks forward a great future.
- 11.04 Trustee Penagos wished everyone a Happy Holiday.

12.0 ADJOURNMENT

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

HILLSBOROUGH COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES SPECIAL BOARD MEETING WEDNESDAY, JANUARY 18, 2023 – 12:00 P.M. DALE MABRY CAMPUS, STUDENT SERVICES BLDG., ROOM 108 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
- 1.03 Pledge of Allegiance
- 1.04 Roll Call

The following Trustees were in attendance:

- Nancy Watkins
- Greg Celestan
- Brian Lametto
- Juan Penagos
- Aakash Patel

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 the **Memorandum of Understanding concerning** salary increases for 2022-23 academic year.
- 5.02 The President recommended approval of the **Memorandum of Understanding concerning Rank and Promotion.**
- 5.03 The President recommended approval of **post-tenured faculty to remain on continuing contracts.**

6.0 EDUCATIONAL PROGRAMS & STUDENT SERVICES

- 7.0 INSTITUTIONAL SERVICES
- 8.0 FINANCIAL SERVICES
- 9.0 ADMINISTRATIVE REPORT

10.0 LEGAL REPORT

11.0 HEARING OF BOARD MEMBERS

- 11.01 Trustee Watkins asked when the new building would be completely ready to hold Board meetings. Greg Rose, VP for Administration/CFO responded that the Board room should be completed in time for the next scheduled meeting for that location.
- 11.02 Trustee Patel asked if there would be an open house. Dr. Atwater answered that a Fall open house is being planned. Trustee Patel also commented that he is sad to hear of Steve Shear's retirement and thanked him for his service to the college.
- 11.03 Student Trustee Penagos commented that the SGA did a great job welcoming student back to campus for the new academic year.
- 11.04 Dr. Atwater announced that HCC has a tentative Commencement speaker, Dr. Patrick Hwu, M.D., President and CEO of Moffitt Cancer Center.

12.0 ADJOURNMENT

There being no further business, the meeting adjourned at 12:11 p.m.

- THIS PAGE INTENTIONALLY LEFT BLANK -

Agenda Number: 5.01

CONSENT

BACKGROUND AND PERTINENT FACTS:

These are personnel appointments for budgeted full-time positions.

ECONOMIC IMPACT:

All of 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 2/15/23

1-0-024(2/04)

FULL-TIME APPOINTMENTS FEBRUARY 22, 2023 BOARD MEETING

ADMINISTRATOR

NAME	TITLE	POSITION #	CAMPUS	START DATE
Davis, Glenn	Associate Dean of EMS	AFC0100022	Dale Mabry	01/17/23
Paynter, Christopher	Dean, Associate in Science Programs	AFC0300008	Dale Mabry	01/17/23
	-		-	
	FACULTY			
NAME	TITLE	POSITION #	CAMPUS	START DATE
Moss, Krista*	Nursing Instructor	FFC30160	Dale Mabry	01/05/23
Parayil, Meera*	Nursing Instructor	FFC30043	Dale Mabry	01/05/23
Valentin Medina, Elsie	Nursing Instructor	FFC30268	Dale Mabry	01/25/23
	<u>STAFF EXEMPT</u>			
NAME	TITLE	POSITION #	CAMPUS	STADT DATE
				<u>START DATE</u>
Ansari, Bita	Lab Manager	EFC1000105	Brandon	01/04/23
Ansari, Bita Booth, Dylan Cartwright, James	Lab Manager Student Activity Coordinator Program Analyst	EFC1000105 EFC0800095 EFC0600119	Brandon Dale Mabry Dale Mabry	01/04/23 01/26/23 01/24/23
Ansari, Bita Booth, Dylan Cartwright, James Harris, Alison**	Lab Manager Student Activity Coordinator Program Analyst Technical Project Manager	EFC1000105 EFC0800095 EFC0600119 EFC11V0002	Brandon Dale Mabry Dale Mabry Collaboration	01/04/23 01/26/23 01/24/23 02/02/23
Ansari, Bita Booth, Dylan Cartwright, James Harris, Alison** Howell-Cortelli, Julia**	Lab Manager Student Activity Coordinator Program Analyst Technical Project Manager Academic Advisor	EFC1000105 EFC0800095 EFC0600119 EFC11V0002 EFC06V0005	Brandon Dale Mabry Dale Mabry Collaboration Dale Mabry	01/04/23 01/26/23 01/24/23 02/02/23 01/09/23
Ansari, Bita Booth, Dylan Cartwright, James Harris, Alison** Howell-Cortelli, Julia** Jaroch, Joel	Lab Manager Student Activity Coordinator Program Analyst Technical Project Manager Academic Advisor PSAV Trainer II	EFC1000105 EFC0800095 EFC0600119 EFC11V0002 EFC06V0005 EFC0800060	Brandon Dale Mabry Dale Mabry Collaboration Dale Mabry Ybor City	01/04/23 01/26/23 01/24/23 02/02/23 01/09/23 01/26/23
Ansari, Bita Booth, Dylan Cartwright, James Harris, Alison** Howell-Cortelli, Julia** Jaroch, Joel Koehler, Ryann	Lab Manager Student Activity Coordinator Program Analyst Technical Project Manager Academic Advisor PSAV Trainer II Marketing & Communications Specialist	EFC1000105 EFC0800095 EFC0600119 EFC11V0002 EFC06V0005 EFC0800060 EFC0600115	Brandon Dale Mabry Dale Mabry Collaboration Dale Mabry Ybor City District	01/04/23 01/26/23 01/24/23 02/02/23 01/09/23 01/26/23 02/09/23
Ansari, Bita Booth, Dylan Cartwright, James Harris, Alison** Howell-Cortelli, Julia** Jaroch, Joel Koehler, Ryann Livingston, Cecelia**	Lab Manager Student Activity Coordinator Program Analyst Technical Project Manager Academic Advisor PSAV Trainer II Marketing & Communications Specialist New Students Program Coordinator	EFC1000105 EFC0800095 EFC0600119 EFC11V0002 EFC06V0005 EFC0800060 EFC0600115 EFC08V0011	Brandon Dale Mabry Dale Mabry Collaboration Dale Mabry Ybor City District Dale Mabry	01/04/23 01/26/23 01/24/23 02/02/23 01/09/23 01/09/23 02/09/23 01/19/23
Ansari, Bita Booth, Dylan Cartwright, James Harris, Alison** Howell-Cortelli, Julia** Jaroch, Joel Koehler, Ryann Livingston, Cecelia** Merritt, Dean	Lab Manager Student Activity Coordinator Program Analyst Technical Project Manager Academic Advisor PSAV Trainer II Marketing & Communications Specialist New Students Program Coordinator Trainer Specialist II	EFC1000105 EFC0800095 EFC0600119 EFC11V0002 EFC06V0005 EFC0800060 EFC0600115 EFC08V0011 EFC08V0011	Brandon Dale Mabry Dale Mabry Collaboration Dale Mabry Ybor City District Dale Mabry Ybor City	01/04/23 01/26/23 01/24/23 02/02/23 01/09/23 01/26/23 02/09/23 01/19/23 01/26/23
Ansari, Bita Booth, Dylan Cartwright, James Harris, Alison** Howell-Cortelli, Julia** Jaroch, Joel Koehler, Ryann Livingston, Cecelia** Merritt, Dean Shelton, Scott	Lab Manager Student Activity Coordinator Program Analyst Technical Project Manager Academic Advisor PSAV Trainer II Marketing & Communications Specialist New Students Program Coordinator Trainer Specialist II Financial Aid Counselor	EFC1000105 EFC0800095 EFC0600119 EFC11V0002 EFC06V0005 EFC0800060 EFC0600115 EFC08V0011 EFC0800087 EFC0600061	Brandon Dale Mabry Dale Mabry Collaboration Dale Mabry Ybor City District Dale Mabry Ybor City Collaboration	01/04/23 01/26/23 01/24/23 02/02/23 01/09/23 01/26/23 02/09/23 01/19/23 01/26/23 01/26/23 02/09/23
Ansari, Bita Booth, Dylan Cartwright, James Harris, Alison** Howell-Cortelli, Julia** Jaroch, Joel Koehler, Ryann Livingston, Cecelia** Merritt, Dean	Lab Manager Student Activity Coordinator Program Analyst Technical Project Manager Academic Advisor PSAV Trainer II Marketing & Communications Specialist New Students Program Coordinator Trainer Specialist II	EFC1000105 EFC0800095 EFC0600119 EFC11V0002 EFC06V0005 EFC0800060 EFC0600115 EFC08V0011 EFC08V0011	Brandon Dale Mabry Dale Mabry Collaboration Dale Mabry Ybor City District Dale Mabry Ybor City	01/04/23 01/26/23 01/24/23 02/02/23 01/09/23 01/26/23 02/09/23 01/19/23 01/26/23

FULL-TIME APPOINTMENTS FEBRUARY 22, 2023 BOARD MEETING

STAFF NON-EXEMPT

NAME	TITLE	POSITION #	CAMPUS	START DATE
Fusina, Geline	Staff Assistant II	NFC0300019	SouthShore	01/04/23
Hartle, Courtney	Learning Resources Technician/District	NFC0300137	Dale Mabry	01/16/23
Panek, Brittany	Staff Assistant II	NFC0300028	Collaboration	01/26/23
Rivera, Israfel	Human Resources Technician	NFC0300003	District	01/09/23

PROMOTION

NAME	FROM	<u>CAMPUS</u>	<u>TO</u>	<u>CAMPUS</u>	<u>START</u> DATE
James, Nicole	Cashier Clerk Finance	Plant City	Cashier Financial Services II	SouthShore	02/06/23
Thompson, April	Staff Assistant II	Plant City	Executive Staff Assistant II	Plant City	01/26/23
Yero, Lazaro*	Financial Aid Counselor	Collaboration	Business Information Analyst	Collaboration	02/16/23

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/SP. 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/SP (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	Date 2/15/23

1-0-024(2/04)

PART-TIME APPOINTMENTS FEBRUARY 22, 2023 BOARD MEETING

FACULTY

NAME TITLE **POSITION #** CAMPUS **BEGIN DATE** FPNC0063 Adolf. Robert Adi Political Science Instructor Brandon 01/09/23 Foreign Language Instructor Ybor Citv Ajazi, Erida FPNC0270 02/01/23 Adi Atchison, Sue Adi Respiratory Therapy Instr. **FPNC0286** Dale Mabry 01/11/23 Bacon, Katherine Adj Nursing Instructor **FPNC0069** Dale Mabry 01/11/23 Brown, Shavelda Psychology Instructor FPNC0418 SouthShore 01/06/23 Adj Bythewood, Craig Economics Instructor SouthShore **FPNC0407** 12/16/22 Adi Carver, Melissa Adi Student Life Skills Instructor **FPNC0527** Brandon 01/04/23 Conaway, Samantha **FPNC0418** SouthShore 01/04/23 Adj Psychology Instructor Cook. Mariah Speech Instructor Adj **FPNC0011** Brandon 01/04/23 Cozbey, Kimberly Adi Nursing Instructor **FPNC0069** Dale Mabry 01/12/23 Dixon, Patrice Adj Nursing Instructor **FPNC0069** Dale Mabry 01/13/23 **FPNC0409** SouthShore 01/04/23 Felix, Lindsay English Instructor Adi Govens, Kyle Adi Humanities Instructor **FPNC0076** Dale Mabry 12/16/22 Hersh, Christina Nursing Instructor **FPNC0069** Dale Mabry Adj 01/11/23 Jesmain, Celia Adj Veterinary Tech. Instructor **FPNC0468** Plant City 01/09/23 Justice, Brandi Respiratory Therapy Instr. **FPNC0529** Dale Mabry 01/09/23 Adj Koza, Sheryl Adj Psychology Instructor FPNC0146 Plant City 01/19/23 Adj EPI Instructor Lavcock, Keith Brandon 01/25/23 **FPNN0072** Martinez. Shannon **Chemistry Instructor FPNC0056** 01/09/23 Adj Dale Mabry Payne, Shannon Nursing Instructor **FPNC0069** 01/20/23 Adi Dale Mabry Robinson, Amber Adi Nursing Instructor **FPNC0069** Dale Mabry 01/12/23 Roop, Emily Nursing Instructor **FPNC0069** Dale Mabry 01/12/23 Adj **Psychology Instructor** 01/18/23 Sawyer, Randy Adj FPNC0146 Plant City Plant Citv 01/18/23 Skjefte, Tanya Adj Psychology Instructor **FPNC0146** Stevens, Celia Vet Tech Instructor 01/09/23 Plant City Adi **FPNC0468** Strauser. Ross Adj Music Instructor **FPNC0266** Ybor City 01/12/23 Terwilliger, Nathanael Adj Nursing Instructor **FPNC0069** Dale Mabry 01/11/23 01/09/23 Toy, Jason History Instructor Dale Mabry Adi **FPNC0048** Tyszka, Garth Mathematics Instructor FPNC0413 SouthShore 01/04/23 Adi Venturini, Maurizio Music Instructor FPNC0266 Ybor City 01/31/23 Adi

* Part-Time Temporary/Grant Funded

PART-TIME APPOINTMENTS FEBRUARY 22, 2023 BOARD MEETING

White, Sara Zota, Ernesto

Brautigam, Ryan Camero, Hailey Conn, Sofia Fugate, Victor Harer, Audrey

	Adj Adj	Nursing Instructor Mathematics Instructor	FPNC0069 FPNC0504	Dale Mabry Brandon	01/11/23 01/25/23
		NON-FACULT	<u>Y</u>		
	<u>TITL</u>	<u>E</u>	POSITION #	CAMPUS	BEGIN DATE
	PT	Associate	ZPP50033	Dale Mabry	01/05/23
	ΡT	Technician	ZPP20111	Dale Mabry	02/07/23
	ΡT	Assistant	ZPP10221	Brandon	01/24/23
	ΡT	Associate	ZPP50031	Dale Mabry	01/09/23
	PΤ	Technician	ZPP20018	Dale Mabry	01/13/23
	PΤ	Advanced Technician	ZPP30001	Dale Mabry	12/12/22
	PΤ	Associate	ZPP50033	Dale Mabry	02/03/23
	PΤ	Technician	ZPP20040	Brandon	01/17/23
	PΤ	Specialist	ZPP40076	Ybor City	01/04/23
	ΡT	Associate	ZPP50033	Dale Mabry	01/05/23
1	ΡT	Technician	ZPP20040	Brandon	01/26/23
	ΡT	Advanced Technician	ZPP30001	Dale Mabry	01/05/23
	PΤ	Advanced Technician	ZPP30017	Ybor City	01/31/23
	ΡT	Associate	ZPP50031	Dale Mabry	01/09/23
	PΤ	Associate	ZPP5V014	District	01/17/23

ZPP10221

Dale Mabry

02/06/23

Livingston, Brenda Maimoni, Gilad

NAME

Musaerenge, Rachel Perez, John Ramirez, Haroldesteban Rich, Lee Ann Rullan-Rubert, Nicole Thrower, Debra Trapp, Bryan*

Markopoulos, Kristin

Walters, Emily

PT Assistant

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 for An Age	Date 2/15/23

1 - 0 - 024(2/04)

FULL-TIME SEPARATIONS FEBRUARY 22, 2023 BOARD MEETING

RESIGNATION

NAME	TITLE	<u>CAMPUS</u>	BEGIN DATE	END DATE
Arsenault, Keith	Theater Coordinator	Ybor City	08/09/07	01/20/23
Ingold, Aneka	Program Analyst	Ybor City	10/24/22	01/20/23
James, Joi	Academic Advisor	SouthShore	01/03/17	01/06/23
Laub, Thomas	PSAV Trainer II	Ybor City	01/30/20	01/20/23
Lee, Cameron	Accountant II	District	08/01/19	01/06/23
Leon, Melissa*	Academic Advisor	Dale Mabry	07/28/16	11/30/22
Martinez, Sara	Academic Advisor	SouthShore	04/15/19	01/04/23
Oliver, Anthony	Public Safety Officer	District	03/02/17	02/08/23
Pitman, Rebecca	Staff Assistant	SouthShore	11/12/21	01/04/23
Solis, Karla	Assistant Dean	Dale Mabry	03/24/05	02/22/23
RETIREMENT				
NAME	TITLE	CAMPUS	BEGIN DATE	END DATE
MacNicol, Laurie	Learning Resource Coordinator	Brandon	11/10/05	02/28/23

MacNicol, Laurie
Morrison, Rebecca
Presley, Mary
Tarrago, Mark

Bookstore Tech Supervisor

Purchasing Officer

Staff Assistant II

r Brandon District Ybor City Plant City

BEGIN DATE	END DAT
11/10/05	02/28/23
01/03/05	02/22/23
04/13/17	03/31/23
08/04/97	01/31/23
00/04/37	01/31/23

DECEASED

NAME	TITLE	CAMPUS	BEGIN DATE	END DATE
Gillis, Nieves Sheilah	Executive Staff Assistant II	District	02/14/13	02/01/23

Agenda Number: 6.01

CONSENT

BACKGROUND AND PERTINENT FACTS:

The Behavioral Sciences discipline group presented a course modification; the Biological Science discipline group presented course modifications and a program modification; the Communication discipline group presented course modifications, course terminations, and college-wide seat capacity requests; and the Engineering, Transportation, Architecture and Construction and Computer Sciences discipline group presented course modifications to the Academic Affairs Committee.

The Academic Affairs Committee approved the course modifications, course deletions, program modifications, and college-wide seat capacity requests 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 course modifications, course deletions, program modifications and college-wide seat capacity requests 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 2/15/23

Hillsborough Community College

February 2023 BOT

Course Modifications Effective FA/23

ANT 2410, Cultural Anthropology

• Delete ANT 2000 from prerequisites.

ARC 1180, Introduction to Digital Architecture

- Add a "C" designation to this course (ARC 1180C).
- Change course description to read: "An introduction to digital design software and visualization concepts for communicating architectural design intent. Practical skills and design theories will be explored through the creation of portfolio pages, design presentations, and 3D visualization projects. Software covered will include Photoshop, Illustrator, In-Design, Rhino and brief overviews of CADD software."

ARC 2164, Advanced Topics in Digital Architecture

- Add a "C" designation to this course (ARC 2164C).
- Change prerequisite to ARC 1180C.
- Change course description to read: "The course is an advanced architectural, digital design software and visualization course that builds on the objectives of the ARC 1180C Introduction to Digital Architecture course. Advanced concepts for communicating architectural design intent will be studied. Advanced skills and design theories will be explored through the creation of advanced portfolio pages, design presentations, and 3-D visualization projects. Software will include: Photoshop, In-Design, Illustrator, Sketchup, and Revit. College level reading, writing, and math skills are required. Prerequisites: ARC 1180C"

ATE 1110L, Animal Anatomy Laboratory

- Change prerequisites to: Admission to the Veterinary Technology Program and coding as A.S. Vet Tech.
- Delete all co-requisites.

ATE 1311L, Veterinary Office Procedures Laboratory

- Change prerequisites to: Admission to the Veterinary Technology Program and coding as A.S. Vet Tech.
- Delete all co-requisites.

ATE 1650L, Veterinary Clinical Practice Laboratory I

- Change prerequisites to: Admission to the Veterinary Technology Program and coding as A.S. Vet Tech.
- Delete all co-requisites.

ATE 2050, Small Animal Breeds and Behavior

- Change prerequisites to: Admission to the Veterinary Technology Program and coding as A.S. Vet Tech.
- Delete all co-requisites.

ATE 2638, Animal Clinical Pathology I

 Change prerequisites to: Admission to the Veterinary Technology Program and coding as A.S. Vet Tech. • Delete all co-requisites.

ATE 2638L, Animal Clinical Pathology I Laboratory

- Change prerequisites to: Admission to the Veterinary Technology Program and coding as A.S. Vet Tech.
- Delete all co-requisites.

BCN 1250, Introduction to Graphic Technology

- Add a "C" designation to this course (BCN 1250C).
- Change course title to "Basic Drafting Principles."

BSC 2010, Biological Science I

- Change course title to "Biology I Cellular Processes."
- Change course description to read: "This course deals with biological systems at the cellular and subcellular levels. Topics include an introduction to biochemistry, cell structure and function, enzymes, respiration, photosynthesis mitosis and meiosis, genetics, and gene expression. "

BSC 2010L, Biological Science I Laboratory

- Change course title to "Biology I Cellular Processes Laboratory."
- Change course description to read: "A special fee will be charged for this course. Experiments reinforce concepts from BSC 2010 and include data collection, use of lab equipment and techniques to study cell biology, the scientific method, creating various types of data visualizations, and facilitate data literacy."

BSC 2011, Biological Science II

- Change course title to "Biology II Biodiversity"
- Change course description to read: "Biodiversity is an analysis of biological systems at the organismal level; evolution, speciation, history and diversity of life, phylogenetics, plant and animal structure and function, and ecology."

BSC 2011L, Biological Science II Laboratory

- Change course title to "Biology II Biodiversity Laboratory"
- Change course description to read: "A special fee will be charged for this course. Reinforces concepts from BSC 2011, emphasizing evolution, phylogeny diversity, life cycles, and anatomy of select phyla."

EAP 1520, Reading V

- Add a "C" designation to this course (EAP 1520C).
- Increase credit hours from 3 to 4.
- Delete EAP 1520L from co-requisites.
- Change course description to read: "A low advanced college-level reading skills course in which students will be equipped with the skills necessary for the efficient processing of general academic texts. This course includes an integrated reading skills lab designed to increase student's active and passive vocabulary.

EAP 1540, Writing V

- Add a "C" designation to this course (EAP 1540C).
- Increase credit hours from 3 to 4.
- Delete EAP 1540L from co-requisites.
- Change course description to read: "A low advanced college-level writing course for EAP students in which students begin to write basic, structured academic essays with an emphasis on accuracy and cohesiveness. Students also learn to execute other related writing tasks. This course includes an

2

integrated grammar lab designed to help students comprehensively review and expand the grammatical structures necessary to write academic English."

EAP 1620, Reading VI

- Add a "C" designation to this course (EAP 1620C).
- Increase credit hours from 3 to 4.
- Delete EAP 1620L from co-requisites.
- Change prerequisites to EAP 1520C or EAP 1520 and EAP 1520L.
- Change course description to read: "A high advanced college-level reading skills course in which students will further develop the skills necessary for the efficient processing of general academic texts. This course includes an integrated reading skills lab designed to increase student's active and passive vocabulary."

EAP 1640, Writing VI

- Add a "C" designation to this course (EAP 1640C).
- Increase credit hours from 3 to 4.
- Delete EAP 1640L from co-requisites.
- Change prerequisites to EAP 1540C or EAP 1540 and EAP 1540L.
- Change course description to read: "A high advanced college-level writing course for EAP students in which students develop the ability to write a variety of college level essays and other academic writing tasks with sophistication and fluency consistent with academic English conventions. This course includes an integrated writing skills lab designed to further increase students' grammatical accuracy."

EPI 0014, Assessment and Differentiated Instructional Planning

• Change course number to EPI 0013.

EPI 0016, Reading Competency Five

- Change course number to EPI 0014.
- Change course title to Demonstration of Accomplishment.

IND 1420, Materials and Methods

- Add IND 1020C to co-requisites
- Change course description to read: "The focus of this course is the materials of interior design. Topics include textiles, floor and wall- coverings, furniture, ceilings, window treatments and accessories. The particular sources of these materials will be covered. The course will also include topics surrounding estimation and installation of materials, specification guidelines, and residential and commercial applications. Co-requisite: IND 1020C"

IND 1606C, Functions and Psychology of Space

- Add IND 1020C and IND 1420 to prerequisites.
- Change course description to read: "This studio course analyzes social, interactive environments, private and workspaces for residential environments. The psychological use of space, efficiency of traffic patterns, and effectiveness of design layouts explored. Students will read, evaluate, modify, and execute floor plans based upon the requirements for the spatial zones. The course will explore the multitude of visual-impact concepts for the total design of an interior space. Students will learn basic drafting skills. Prerequisites: IND 1420, IND 1020C"

TAR 2053

- Add a "C" designation to this course (TAR 2053C).
- Change course description to read: "A first term course in the use of industry standard CADD software (latest version of CAD) for the development of design and construction documents. Topics covered

include advanced editing techniques, dimensioning, multi-view drawings and isometric drawings. Completion of BCN 1250C or prior drafting experience strongly recommended."

TAR 2054

- Add a "C" designation to this course (TAR 2054C).
- Change prerequisite to TAR 2053C.
- Change course description to read: "A second level course in the use of industry standard CADD software (latest version of CAD) for the development or design and construction documents. Topics covered include advanced editing techniques, dimensioning, multi-view drawings and isometric drawings. Completion of TAR 2053C or prior CADD experience strongly recommended."

Course Terminations Effective SP/24

EAP 1520L, Reading Lab V EAP 1540L, Writing Lab V EAP 1620L, Reading Lab VI EAP 1640L, Writing Lab VI

College-wide Seat Capacity Requests Effective SP/23

RTV 1530, Electronic Field Production

Reduce seat capacity to a maximum and minimum of 12.

RTV 2510, Broadcasting Techniques

- Reduce seat capacity to a maximum and minimum of 12.
- RTV 2512, Advanced TV Studio Production

• Reduce seat capacity to a maximum and minimum of 12. RTV 2532, Advanced Electronic Field Production

- Reduce seat capacity to a maximum and minimum of 12.
- RTV 2560, Radio Production and Programming
- Reduce seat capacity to a maximum and minimum of 12.
- RTV 2630, Broadcast News
 - Reduce seat capacity to a maximum and minimum of 12.

Program Modifications Effective FA/23

Veterinary Technology AS

 Change the prerequisite for admissions from EVR 1001C to EVR 1001C or CHM 1020C or PHY 1020C.

Agenda Number: 6.02

BACKGROUND AND PERTINENT FACTS:

A reduced course fee presented by Health Sciences discipline group was approved through the Academic Affairs Committee process and the Vice President for Academic Affairs.

PEN 1136C Open Water Diver: The proposed reduced fee covers the costs incurred by the College and will not generate a profit. The new lower fee continues to support the underwater diving actives required in this course. Student fees are required to purchase consumable lab materials, rental gear, and service fees. The total fee is being reduced from \$432 to \$265, a savings of \$167 per student. Student fees are for consumable lab supplies, rental gear, and service fees.

Total Cost for 30 Students/Class	\$7,950
Cost per Student	\$265
Certification and insurance, air tank and wetsuit rental, and open water dive fee	

ECONOMIC IMPACT:

The projected impact associated with the reduced fee is approximately \$7,950 annually. This is contingent upon student enrollment. All revenue from the course fee is used directly for course consumables.

OBJECTIVE:

To strengthen the college curriculum and provide needed lab materials to simulate critical occupational responsibilities.

LEGAL AUTHORITY:

HCC 6HX-10-4.06

RECOMMENDATION:

The President recommends that the BOT approve the reduced course fee to be effective FA/23, unless otherwise noted.

Initiator	Date
Vice President/Campus President/Director of Human Resources	Date
District President	Date 2/15/23

1-0-024(2/04)

- THIS PAGE INTENTIONALLY LEFT BLANK -

Agenda Number: 8.01

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 months of November 2022 and December 2022.

LEGAL AUTHORITY:	
Sections 1001.64; 1001.65 Florida Statutes	
Initiator	Date
Vice President/Campus President/Director of Human Resources	Date
	Date
District President	Data
District President	Date
Ken Adu Adu	2/15/23
	1.0.004(2/04)

1-0-024(2/04)