Campus Advisory Council – Dale Mabry
Meeting Minutes for November 7, 2014

Present: Del Cabeche; Dr. Chunn; Kristen Clanton; Julia Coccaro; Lori Craig; Christine Curtis; Shirley Dobbins; Lisa Eckenrode; Grace Glenn; Todd Joseph; Christine Logue; Jennifer Paquette; Laurie Ragsdale; Leonard T Roth; Star Schmidt; Sue Stanczyk; Rebecca Todd; James Van Minsel; Nilanthi Warnasooriya

Call to Order: The meeting was called to order at 9:35 am by Grace Glenn. We have quorum.

Approval of Agenda: Christine Logue made a motion to approve the agenda for the November 7, 2014 meeting and Shirley Dobbins seconded. All members voted in favor of accepting the minutes.

Approval of Minutes: Christine Logue made a motion to approve the minutes from the October 3, 2014 meeting and Shirley Dobbins seconded. All members voted in favor of accepting the agenda.

Campus President’s Report (Dr. Chunn):
• Dr. Clay is at a professional meeting, so Dr. Chunn will be addressing IAC in his place.
• HCC is doing well with enrollment – have met or exceeded targets for Summer and Fall semesters. Dale Mabry has done their part and met our goals.
• Due largely to enrollment, a 3% raise was recommended by Dr. Atwater for FUSA and non-SEIU employees. SEIU is still negotiating their contract. Raise should be recognized November 21.
• Dr. Chunn is expecting to do well with Spring enrollment and has a good feeling on a strong finish to the reporting year (Summer 2014, Fall 2014, Spring 2015).
• Construction on the Technology building is ahead of schedule. The contractor hopes to finish by February; they have until April to finish. The construction has been very disruptive. Faculty and staff have been exceptional. Everything that has been damaged by the equipment, such as bushes, concrete, etc., will be fixed by the contractor.
• Comment to Dr. Chunn: Email discussing raise went to all employees, including part-time staff/adjuncts. Some adjuncts are upset they have not had a raise in a while. Salaries are outside Dr. Chunn’s purview.

Chair’s Report (Grace Glenn):
• Vote occurred for the vacant staff member position. Ann Stevens was elected to the voting member position; Del Cabeche will serve as an alternate.
• Mr. Jeff Copeland was contacted about testing safety equipment in classrooms/offices. He felt it was a great idea and will contact Grace when we can go ahead with the test after discussing with Chief Clime.
• Testing went well for the pilot project in the auditorium for midterm exams. The testing center is working on an online sign-up for testing. The website is https://appointments.hccfl.edu, but is NOT yet operational. Grace explained how it will work – an email will be generated and will be sent to the student, faculty member, and testing center. System costs $899 – financial aid will be paying the cost and using it for their own operations.
  o Question – will the system send reminders? They are still working details; the IT person coordinating the project was out this week.
o Question – For instructors with online classes, an email per student will generate a ton of emails. Is it possible to get a summary at the end of the week with all appointments booked? Grace will talk to the person from IT. Suggestion made that you could use Rules in Outlook to move the emails automatically into a folder.

o Question – can this system be used by other departments? That is the plan. Dale Mabry Testing is doing the pilot, but it should be available for other departments to use after that time.

o Question – when will the system be piloted? Plan is to pilot for finals this semester. If not, online instructors will use a roster to sign students up for testing times. Testing for finals will occur from December 1 – 11 (excluding Friday), with testing available from 8:30 – 10:30 am, 1:00 – 3:00 pm and 5:30 – 7:30 pm.

• IAC will be held on the Dale Mabry campus today. Lunch will be served starting at 12:30 pm. There will be items from Chick-Fil-A, plus hummus and fruits from Metz. Dr. Sue Stanczyk volunteered to get the food from Chick-Fil-A.

• The IAC meeting for December will be a social event at Channelside. There will be no CAC or IAC meeting in January.

• Grace met with Dr. Chunn to discuss the ideas that Linda Tarrago brought to our last meeting. Grace thanked Dr. Chunn for his time, and asked him to address the first issue, campus exit.
  o There is a road on property that connects to Dr. Martin Luther King (MLK) Avenue. There are issues with exiting campus via Tampa Bay Blvd., as there is no left turn arrow from Tampa Bay Blvd to turn north on Dale Mabry Hwy. Two traffic studies have been held – both were failed. According to FDOT, there is not enough sustained left turn traffic in this direction.
  o As such, we may want to increase awareness of the ‘hidden trail’ that leads to MLK. The route is overgrown. Dr. Chunn spoke with HCC folks to get this area cleared, as the bush is pretty heavy. The route, a former WT Edwards entry, does pass between two Department of Juvenile Justice facilities. TECO will be installing lights along the route.

HCC Gives Back (Becky Todd):
• Collection boxes have been put out for ABC Thrift Store. Becky brought in a number of plastic storage bins to use as collection boxes, as custodial services would accidentally throw cardboard boxes out.
  o Question: What can be brought in? Anything that will sell well at a thrift store – CDs, DVDs, costume jewelry, etc.
• Loriana De Paz contacted Beth with information about a charity drive for Gulf Coast Jewish Family Services. The drive was for food for Thanksgiving. Is this something we should pursue?
  o Decision made that the timing is tight, but to let Loriana know that we would be interested in pursuing this opportunity next Fall when we can have more planning time. If anyone has food to bring in, they can bring it to Becky.
• Christine Logue reminded everyone to bring any peanut butter and jelly that they have collected to the IAC meeting.

New Year’s Projects
Grace deferred the discussion of these projects to open discussion.

Student Activities/SGA
Steve Crudup was unable to attend today’s meeting, as he is travelling with SGA. Grace did take a moment to recognize the excellent job he has been doing with student activities and keeping all informed.
Open Discussion:

- Grace met with Dr. Chunn about the proposal for a fitness trail developed by some of Dr. Linda Tarrago’s students:
  - Dr. Chunn mentioned that the proposed location, along the ‘front yard’ area, would be unlikely to be approved for use by the Board of Trustees, as they are looking at developing that area. Additionally, parts of it are very low and get mucky.
  - Alternatives, if we are interested in pursuing it, were discussed. Those include using a back corner in the WT Edwards area, or developing based on the existing sidewalks along Tampa Bay Blvd and Dale Mabry.

- Dr. Chunn was asked why there was one undeveloped tennis court.
  - The company running the tennis facility did not need it, and it costs $30,000 to renovate, and would need to be maintained. There have been discussions of doing other things, such as a sand volleyball court, with that area.
  - The proposal to develop Good Sports Village, a 110,000 ft² gymnasium with hotel, has been returned to Good Sports. It is possible that Good Sports may resubmit the proposal.

- The Department of Motor Vehicles parcel that HCC was interested in acquiring is owned by the Division of Juvenile Justice. The corner facility is being renovate to reopen a DMV facility. HCC is still interested in purchasing the parcel with the driving pad. Division of Juvenile Justice would ideally like to move their facilities to Falkenberg, but do not have the funds. The college is interested in the Juvenile Justice parcels. There will be a new Comprehensive Master Plan released next year (every five years), which will include a projection into the Motor Vehicles property.

- A new enrollment procedure is due to come out Monday, November 10. Everyone should be aware of this, in case anyone has questions. There will be a two-part orientation, with seven initial steps, followed by a registration workshop.

Adjournment: Meeting was adjourned at 10:34 am.