Call to Order: The meeting was called to order at 9:00AM.

Pledge of Allegiance

Moment of Silence

Cert of Quorum: Tollie Banker, Tom Carty, Peggy Gleason, Diego Grilli, Bibi Koo, Shawn McKinney, Kristen Pieper, Wendy Pogoda, Anthony Sardone, David Worley, Todd Huffman, June Fishbourne, Kimberly Jones, Tricia Blackburn, Christine Sanchez, Kathy Braund, Yaima Serrano, Craig Hardesty, Carmelo Sotomayor, Marilyn Santiago, Dr. Witt

Guest: Ann Dowdy (HCC Foundation)

Secretary: Tollie Banker

Approval of Agenda: David Worley made a motion to approve the agenda. Tom Carty seconded the motion.

Approval of Minutes: Tricia Blackburn made a motion to approve the minutes. Kristen Pieper seconded the motion.

Chair’s Report: (Peggy Gleason) IAC met at DM in November. It was a very short meeting. Peggy announced that SouthShore was going to hold the HCC Olympics.

Administrator’s Reports:

Yaima Serrano, Dean of Student Services – Yaima met with SGA about student maintenance concerns on campus. They are concerned with the light fixture near the bookstore being broken. Also the portable bathroom does not have gender specific signs. And rooms 115, 116 and 223 are also uncomfortably hot. Dr. Witt responded that because of the green nature of the campus, the under floor air makes it exceedingly difficult to make rooms comfortable. If you are having problems please notify Rick.

The advising generalist position has closed. Once this position is filled the SouthShore advising department will be fully staffed.

Yoshimura Downs has been hired as a permanent supervisor position.
Dr. Craig Hardesty, Dean of Academic Affairs—Enrollment is up 6%. There were very few late start classes cancelled. There are three positions open in Math, Computer Science, Biology. Hopefully these positions will be filled by April.

There are two part-time positions open; one for the science lab and one for the library.

All of the new equipment (refrigerators, lab equipment, etc) for the new science building has to be moved into the building by March 20th. This is going to create major challenges for the current spring classes. Because of this equipment move, Dean Hardesty hopes to have the Summer classes meet in the new building.

Summer Scheduling is wrapping up. The Deans across the college are trying to offer courses in common time blocks. Summer classes must be offered in 12, 10 or 6 week blocks. In the Fall, classes will be run either be as 16, 12, 8 or 5 week.

Because of the large influx of Lenard High School students, HCC and Lenard have agreed that starting in 2016 HCC will offer a 30 + 30 plan. This means students will have 30 hours as a cohort and then 30 as a dual enrollment.

At Deans and Directors a question regarding FERPA arose. According to FERPA law, once a student enrolls in a college course, regardless of their age, FERPA applies. In order to talk to a student’s parents, professors must have a FERPA waiver. Waivers are available in Student Services.

Dr. Witt, Campus President – Dr. Witt is very excited about the new move-in date for the Science Building. The ribbon cutting should be in mid May. 6,730 students have attended a SouthShore class at some point this year.

The cabinet voted to join the Business Intelligence Consortium System in conjunction with St. Pete College. It is icon based and user friendly. This system will provide an abundance of statistical data and also help advisors better assist putting students in appropriate courses.

The ASC is going to move into 206 and 210. With this move, the ASC will recombine and house both the math and writing centers. The library is going to regain that space. This move should be completed by Christmas 2015.

Dr. Witt met with a representative from the Starbucks Corporation this week. However, there are some complications. The college would have to either be a “proudly serving” store or create a franchise, which the college will not allow.

On February 18th the County Commission is going to discuss the Tampa Bay High Speed Ferry. By 2020 there will be a circulator bus, which would transport people to the Ferry. This would have a significant impact on our student enrollment.

SouthShore Nursing students might now have a new intern opportunity at Saint Joseph’s Hospital.

Standing Committee: - None at this time.
Old Business: -

HCC Olympics (Peggy Gleason)- The Committee is moving forward very quickly. There are hopes to stream the games live. The fund raising is moving forward. The goal is to raise $2500. SGA is also helping to provide funds for this event. The hopes are to have 20 to 30 teams. The Games will be held on April 24th. The games will be held on the south side of the building. The next meeting will be held on February 13th. Dr. Witt is also going to bring the HCC Olympics to the attention of the Board for their endorsement.

HCC Foundation- (Ann Dowdy) Ann is a longtime fundraiser. She has worked for the Tampa Museum of Art, NPR, New Mexico Tech among many other places. She has a very diverse fund raising background. She is the first Major Gifts director for the Foundation. She was hired to promote the Foundation to the campuses by helping the campuses in various ways including projects such as funding the HCC Olympics and the Ruskin History Project. She is starting a program on July 1st to provide funds for mini grants. Ann is looking for opportunities to attend community events to increase HCC visibility. If you know of any events please let her know.

Bathroom Shelf Update (Rick/ Dr. Witt) – Peggy has found two bathroom shelves and she is going to make a recommendation to Rick.

New Business:

SGA Upcoming Events (Tricia Blackburn) – SGA has a new president, Tatiana Rivers. SGA is going to have a Welcome Back Bash next week. They also have a pay-it-forward week coming up. There will be an essay competition and a pay-it-forward day where students are going to make PB&J sandwiches for Metropolitan Ministries. SGA has started a campus wide can collection to raise money for the HCC Olympics. SGA is trying to collect club events to put on the SGA calendar. SGA is collecting unopened PB&J for “Lets Make a Difference Day.” They also participated in the Gasparilla parade.

PTK Updates (Shawn McKinney)- PTK is going to the regional conference in a few weeks. They are planning on attending the international PTK meeting is TX in April. Also PTK has chosen PCAT Family Literacy Program as their project. PCAT provides reading and writing support to elementary school students.

SNA Updates (Bibi Koo)- SNA has had a change in leadership. The group has had their first meeting and they plan to participate in SGA’s Welcome Back Bash.

Collegiate 100 (Sheila McCants) – Not in attendance. Dean Hardesty attended the C100 induction ceremony. SouthShore has the second largest club at HCC.

Student Excellence Award Committee (Peggy Gleason) - The awards are going to be held on April 17th. Nominations forms will be going out shortly. The deadline date is February 27th. Please show your classes the promotional video. The awards are going to be held in Club Renaissance. Dean Serrano is working on compiling the Graduating Dean’s List.
Open Hearing:

There has been a parking permit change. Part-time employees (with the exception of Adjuncts) are no longer allowed to park in faculty/staff parking.

Kathy Jacobs’ retirement party is February 19th. Please RSVP to this event electronically. Peggy is collecting funds for a retirement gift.

David Worley has information regarding tutoring.

June Fishbourne would like to thank everyone for their help with the Ruskin Head Start Christmas Gift Drive. Please take a minute to view the thank you cards made by the children.

At next month’s CAC meeting, Peggy Gleason will start taking nominations for next years CAC officer position.

Diversity Council will host a conversation entitled Courageous Conversations.

Wendy Pagoda is concerned about the emergency blue lights being on. Peggy and Dr. Witt responded that those lights are normally on.

There are eight faculty offices in the new building. Dr. Hardesty has already assigned those offices. If you are interested in changing offices you need to contact Dr. Hardesty.

Adjournment: The meeting was adjourned at 10:40. Motion made by David Worley and was seconded by Kathy Braund.