HCC-AFC
Chapter Book
2010-2011

HAWKS IN THE HOUSE ...LET’S ROLL

June 1, 2010 - May 31, 2011
Hawks in the House
Chapter Campus Representatives

Brandon Representative - Kathy Williams, kwilliams@hocfl.edu, Brandon, P: 813-253-7818

Dale Mabry Representative – Carolyn Curtis, courtis@hocfl.edu, Dale Mabry, P: 813-253-7375

GWS District Representative – Teshia Minnifield, tminnifield@hocfl.edu, District, P: 813-253-7180

Plant City Representative - Kristin Heathock, kheathock@hocfl.edu, Plant City, P: 813-757-2121

SouthShore Representative – Marileatta Dean, mdean5@hocfl.edu, SouthShore, P: 813-253-5740

Ybor City Representative – Julio Torres, jtorres2@hocfl.edu, Ybor City, P: 813-253-7675
Hillsborough Community College
10414 E. Columbus Dr.
Tampa, Florida 33619

LaFran Reddin,
Chapter President
lreddin@hccfl.edu
813/253-7809
ACTIVITIES FOR JUDGING

Membership
Region & Commission Participation
Chapter Political Activities
Educational Activities by Chapter
Fundraising Activities by Chapter
Social Activities by Chapter
Community Service Activities by Chapter
Social Media
Publicizing Chapter Activities
Chapter Organization
MEMBERSHIP
HILLSBOROUGH COMMUNITY COLLEGE
228 Chapter Members
Striving to increase membership
Goal 600 of 2,578 Co-workers
Hawks in the house... Let’s Roll!!

Marsha Kiner, AFC Associate Executive Director; Dr. Martha Williams, 2010 FACC President ;Dr. Ken Atwater, HCC President; Evelyn Ward, 2011 AFC President , LaFran Reddin, HCC Chapter President, Dr. Gary Sligh, 2011 AFC President Elect at HCC 2010 All College Day.
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June 1, 2010 - May 31, 2011
Hawks in the House
REGION & COMMISSION PARTICIPATION
HCC CHAPTER

President’s Reports

to

Region IV Directors

June 1, 2010 - May 31, 2011
Hawks in the House
HCC-FACC CHAPTER PRESIDENT’S
2010 Region IV REPORT
From: LaFran Reddin, FACC-HCC Chapter President

To: Robin Robinson, FACC Region IV Director

All chapters are asked to submit to the Region IV Director, Robin:

- A Chapter nomination for Region Director Elect by October 19th
  No nomination for the year 2010
- A chapter member’s name for the Chapter’s “Unsung Hero” Award by
  October 19th
  Catherine Fuller, FACC-HCC Chapter 2010 Unsung Hero Award Recipient
- A Voting Delegate list by October 19th
  Delegate list still in preparation (We have 20 slots, the Chapter will be paying for 6 or 7 delegates & the rest will be paying their own way. I’m in pursuit of finding out how many.
- A list of (2) volunteers from each Chapter to work at the Registration Tables by November 12th, (Region IV has been assigned the task of manning the Registration Tables at the Convention, in Jacksonville)
  HCC Volunteers:
  Sherry Colgain & Kathy Williams

I humbly submit this report thru e-mail to our Region IV Director and cc to our HCC Executive Committee.

HAWKS IN THE HOUSE...ONENESS...LET’S SOAR!!

Be Blessed,
LaFran Reddin, FACC-HCC Chapter President
E-mail - reddin@hccfl.edu
Phone - 813/952-7600
Hillsborough Community College
FACC CHAPTER
November 2010 (At Convention)
2010 Region IV REPORT

From: LaFran Reddin, FACC-HCC Chapter President
To: Robin Robinson, FACC Region IV Director

The HCC-FACC Chapter would like to report that we had a very successful
transition of Officers and was able to hold a number of activities during the year,
beginning with hosting the 2010 Region IV Spring Conference at our HCC - Brandon
Campus.

We scheduled our monthly meetings and held them, Membership meetings and
Conference meetings with our Executive Board.

We hosted a welcome meeting for our new College President Dr. Ken Atwater, who
advised us that we have his full support for our Chapter.

We increased our membership with approximately 15 new members.

Many of our new members stepped up and got truly involved in our Chapter
activities. Catherine Fuller is our FACC-HCC Chapter 2010 Unsung Hero Award
Recipient.

We have 20 slots for delegates and the Chapter is paying for 9 delegates to attend the
2010 Convention.

We held a Flower Sale, entitled Employee Appreciation Day; we sold over 4,500
carnations, making a profit, with plans for an even better year next time.

We elected new officers. Marileatta Dean is our President Elect and Cathy Fuller our
new Treasurer. LaFran Reddin will step into her term as President, after serving out
the term of Ken Turley, who resigned because of illness.

We just completed our Chapter’s Service Project with donations to the Joshua
House. Donations were abundant and we had a number of cash donations.

We host a table and a session at our Annual All College Day. State Officers, including
our FACC President, Dr. Martha Williams was present.

The Chapter will hold its first Annual Awards Gala & Ron York Scholarship Benefit
on December 17th at our Plant City Campus in the Trinkle Building.

I humbly submit this report thru e-mail to our Region IV Director and cc to our HCC
Executive Committee.
HAWKS IN THE HOUSE...ONENESS...LET’S SOAR!!
Be Blessed,
LaFran Reddin, FACC-HCC Chapter President
E-mail - freddin@hccfl.edu
Phone - 813/253-7809
Chapter Report February 2011

LaFran Reddin, President

AFC Region IV Director, Dr. Robert Flores

December 2010 –
Our Chapter held its first Annual Holiday Awards Gala and Ron York Scholarship Benefit on our Plant City Campus. The history of the Chapter was referenced and special awards were given to members of long standing and past officers. The event was the first of its kind, attendance was low, but we do plan to advertise and plan ahead more for our next event.

January 2011-
Our Chapter General Meeting was rescheduled for January 21st, 2:30pm at our Brandon Campus. All but one of our new Officers were present. Plans were made to distribute three Ron York Scholarships, $250.00 each, to students from three of our Campuses. The Chapter also voted to send at least two or three officers to the 2011 AFC Leadership Conference in February. The meeting was well attended with two new members and volunteers present.

February 2011-
Our Chapter sent three officers to the 2011 AFC Leadership Conference, in Panama City, the Conference was well received and we were able to glean a number of ideas from the sessions. We will be holding our February Meeting on Friday, February 18th, the meeting will be for our Chapter Executive Board (Officers, Campus Representatives and Committee Chairs & Co-Chairs). It will be a conference call meeting.

Future Ideas and Projects we will be considering:
1. Holding Webinar meetings
2. Holding at least two fundraisers this year, a flower sale for sure
3. More involvement of our members
4. A social event for the summer is being planned
5. We will be re-building our Chapter Web site and working on our Chapter Book
6. We will be updating our By-Laws as we strive to improve our Chapter
Commission Conferences
&
Commission Exemplary Practices
Documents
**Receipt for Student Development Credit Card Payment - 1FS99784CW035164V**

Thank you for submitting your payment for the Student Development Commission Conference.

**Billing Address**
Catherine Fuller  
1041 E. Columbus Drive  
Tampa, FL 33619  
US

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**Total** $70.00  

**Payment Amount: Student Development Commission Conference 2011** $70.00  

**Credit Card:** ****3389  
**Amount Paid:** $70.00
Registration
AFC Facilities Management
And Campus Planning Workshop
May 11th, 8:00 a.m. – 5:00 p.m.
May 12th, CIP Workshop
Hosted by: Santa Fe College
3000 Northwest 83rd St.
Gainesville, FL 32606

Please use this registration form instead of registration link
on Campus Champions form email sent out April 18th

$25.00 Registration includes lunch and conference materials for May 11th Facilities Workshop

Name: Kimberly Baker
Title/Position: Facilities Planner
College & Campus: Hillsborough Community College – GWSC
Mailing Address: 39 Columbia Dr., Tampa, FL 33606
Phone: 813-253-7127 Email: K.Baker.17@cfl.edu

Please make checks payable to *SFCC for: AFC Facilities Conference
Questions regarding registration can be directed to Cheryl Arpasli, Sec/Treasurer AFC Facilities Commission
at: (863) 784-7091, fax: (863) 453-3052
arpasli@southflorida.edu.
Credit card payments can be phoned in prior to the workshop at (863) 784-7245 or (863) 784-7243.

For conference questions other than registration please direct them to Erik Anderson, Chair, AFC Facilities
Commission at: erik.anderson@sfccollege.edu

*checks may be presented May 11th at workshop, but please send registration in
advance to guarantee lunch and conference materials. Receipts will be emailed
after the conference.
Partners, web affiliates and strategic alliances. Nate's presentation on the Evolution of Communications and Technology will follow the trends and progression that has led us to our modern day, one-touch marvels.

9:45 AM - 10:45 AM
Title: Institutional Effectiveness, Planning, and Professional Development Commission Presents: Best Practices Roundtable and Discussion Forum
Location: C115
Presenting: Christina Hart, Vice President of Institutional Effectiveness, Indian River State College
Description: Participants will review and discuss examples of best practices research in the area of professional development, how they apply to SACS requirements and institutional planning/change needs, and highlight experiences within the Florida College System that could be also leveraged to support better integration of professional development and institutional improvement needs.

9:45 AM - 10:45 AM
Title: Occupational and Workforce Education Commission Presents: Exemplary Practice Presentations (Part 2)
Location: C102
Title: Research Coast Career Pathways Consortium
Presenting: Cheryl Kelm, Outreach Specialist for Career Pathways Initiatives, Indian River State College
Description: The Research Coast Career Pathways Consortium is the partnership of Indian River State College and the School Districts of Indian River, Martin, Okeechobee, and St. Lucie Counties. This partnership has not only been successful in providing articulated credits for Career Pathways Students transitioning from secondary to postsecondary for more than 70 Career Pathways Programs, but has also been successful in creating an efficient paperless process for transcripting those credits. This new process for transcripting articulated credits not only provides an efficient method for ensuring that students receive the appropriate articulated credits, but also meets the 7th requirement for OVAE's Ten Components of Rigorous Programs of Study.

Title: A High Performance Tool for College Recruitment and Career Pathways in Engineering Technology and Advanced Manufacturing
Presenting: Dr. Marie Boyette, Associate Director, Florida Advanced Technological Education Center (FLATE), Hillsborough Community College
Description: The Made in Florida manufacturing ad/ver/terial in Florida Trend's NEXT magazine is distributed to 400,000 Florida high school students annually, informing them about careers in engineering technology and modern manufacturing and providing the guidance to make the educational choices needed to obtain these careers. These ad/ver/terials trigger student interest in manufacturing as a viable and lucrative career pathway, promote the image that Florida's manufacturing industry provides challenging, state-of-the-art technology jobs with high wages, and connects students with colleges in their area. Colleges receive student names and contact information from FLATE on a monthly basis. 2011 marks the sixth year that FLATE has partnered with Florida business and industry and the Manufacturer's Association of Florida to place content in NEXT, the
Description: Designed for non-library employees, this program demonstrates how the IRSC library team uses next gen web services and resources to support the academic needs of students and the institutional requests of employees. Includes existing, recent or forthcoming services and resources; student tools for success; resources for professional use in any department; and accountability measures.

3:00 PM-3:50 PM
Title: Institutional Effectiveness, Planning, and Professional Development Commission Presents: Professional Development and Institutional Planning
Location: H204
Presiding: Peter Uisinger, Director of Institutional Research, Effectiveness, and Planning, Polk State College and Susan Collins, HR Consultant, Certigy Inc.
Description: Participants will review an discuss a modified Vision-Board approach that aims to combine and integrate individual, departmental, and institutional aspirations to support the acceleration of skill development and career planning in alignment with the desired workplace competencies.

3:00 PM-3:50 PM
Title: Equity Presents: Retaliation and the Genetic Information Nondiscrimination Act of 2008: What You Need to Know
Location: C112
Description: For the first time in the history of the EEOC, retaliation charges surpass race and we received 201 Genetic Information Nondiscrimination Act charges within its first year of implementation. Learn how these two issues intersect and understand exactly what the law is for each. This interactive workshop will inform participants of the new law and discuss how to make policy changes and proactive steps to reduce liability.

3:00 PM-3:50 PM
Title: Administration-Commission Presents: Stress to Success
Location: S109
Presenting: Rod Jurado, Managing Director, The Profitable Group and Trustee, Hillsborough Community College
Description: Excessive stress is one of the most debilitating diseases affecting professionals today. Administrators by nature and design are "shock absorbers". You handle the bumps in the road so the passengers don't feel them. Do you know how to "shake the shock" and move on?

Although we cannot always control our environment or the situations that may present themselves to us in a given day, we can control how we respond. This session will provide a simple yet researched-based, new roadmap for identifying stress and creating solutions for how to deal with it.

3:00 PM-3:50 PM
Title: Communications and Marketing Commission Presents: Round Table Discussion - Challenges, Successes, and Best Practices
Location: C133

June 1, 2010 - May 31, 2011
Hawks in the House
11:00 AM-12:00 PM
Title: Technology Commission Presents: A Blackboard “Exemplary Course” in College Algebra
Location: C128
Presenting: Dr. Craig D. Hardesty, Professor of Mathematics, Hillsborough Community College
Description: This workshop will highlight the instructional design behind an innovative College Algebra course being awarded a 2011 Catalyst Award in the Blackboard Exemplary Course Program. The session will highlight many design elements, including the integration of outside resources, streaming video, formative student feedback, and overall visual appeal/ease of use strategies.
AFC 2011
Region IV Spring Conference
Friday - April 8th
Hosted by
South Florida Community College

THIS YEAR’S THEME:
“Shaping the future: It starts now”

REGISTRATION FEE: $25.00
(This fee includes a morning snack, lunch, conference materials and eligibility for door prizes)

Ride the college van to the conference.
Please contact
LaFran Reddin
lredden@hccfl.edu
Tuesday March 22nd
if interested in attending

Hillsborough Community College

11 Chapter members attended

The Region IV - 2011 Conference

See registrations:

June 1, 2010 - May 31, 2011
Hawks in the House
AFC 2011 REGION 4 SPRING CONFERENCE
REGISTRATION FORM
April 8, 2011 Hosted by South Florida Community College

This year’s theme: “Shaping the Future: It Starts Now”

NAME: Marjorie Fontalvo DEPARTMENT/TITLE: Admissions R&R

INSTITUTION/CAMPUS: Hillsborough Community College Dale Mabry Campus

INSTITUTION MAILING STREET ADDRESS: 4001 Tampa Bay Blvd

INSTITUTION CITY, STATE, ZIP: Tampa, Fl 33614

PHONE: 813-259-6324 E-MAIL: mfontalvo@hccfl.edu

REGISTRATION FEE: Registration Fee of $25 due by April 4, 2011 and includes: Lunch on April 8th as well a morning refreshment break, door prizes, and conference materials.

REGISTRATION FORM: due by March 23-24, 2011 (FAX is acceptable) On-site Registration available for $35 (On-site registrants may not be eligible for meals or door prizes). Attendees must bring check payable to SFCC-Region 4 FACC. Credit cards will not be accepted.

MEAL INFORMATION: Please indicate your food needs: Vegetarian Meal: YES ☐ NO ☑
Other Dietary Requests Or Special Needs: ☐ Please explain ________

PAYMENT INFORMATION: (Please check one) Remember that all conference registration and payment must be accomplished by 5 p.m. on March 23-24, 2011. April 4, 2011 to secure the early bird registration rate:

☐ Enclosed is a check in the amount of $25.00 for my conference registration fee due by April 4, 2011.

☒ I am Filling this form to 863-844-7203 and will mail in a check in the amount of $25.00 for my conference registration fee due by April 4, 2011.

☐ My conference presentation “Call for Proposal” has been accepted and my payment of $10 is enclosed and is due by April 4, 2011.

☐ I plan to complete on-site registration; I will bring my check in the amount of $35.00 to the meeting. I realize I may not be eligible for meals.

Return form and payment by March 23-24, 2011 and Payment by April 4, 2011 to: Melanie Jackson, SFCC-Region 4 Conference Coordinator, South Florida Community College, 600 West College Drive; Avon Park, FL 33825; (863) 784-7017, Fax (863) 784-7263 Email: jacksonm@southflorida.edu

HOTEL INFO: SFCC has reserved a set number of rooms at various hotels in the Sebring area as shown on the following page. All room rates are valid for April 7-8, 2011. Please book your room early, as each hotel has their own cut-off date for the special conference rate. To book rooms at the conference rate, please call the hotel directly and be sure to use the group code “AFC” when making your reservation. Hotels are listed in alphabetical order. For any additional hotel concerns, please contact Cheryl Arpasi, SFCC AFC Region 4 Hotel Coordinator at 863-784-7091.

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Hawks in the House
AFC 2011 REGION 4 SPRING CONFERENCE
REGISTRATION FORM
April 8, 2011  Hosted by South Florida Community College

This year’s theme: “Shaping the Future: It Starts Now”

NAME: Julio Torres  DEPARTMENT/TITLE: AFC Campus Representative/Academic Advisor

INSTITUTION/CAMPUS: Hillsborough Community College- Ybor Campus

INSTITUTION MAILING STREET ADDRESS: 2112 N. 15th Street,

INSTITUTION CITY, STATE, ZIP: Tampa, FL 33605

PHONE: 813-253-7675  E-MAIL: jtorres@hccfl.edu

REGISTRATION INFO: Registration Fee of $25 due by April 4, 2011 and includes: Lunch on April 8th as well a morning refreshment break, door prizes, and conference materials.

REGISTRATION FORM: due by March 24, 2011 (FAX is acceptable)  On-site Registration available for $35 (On-site registrants may not be eligible for meals or door prizes). Attendees must bring check payable to SFCC-Region 4 FACC. Credit cards will not be accepted.

MEAL INFORMATION: Please indicate your food needs: Vegetarian Meal: YES ☐  NO ☒
Other Dietary Requests Or Special Needs: ☐ Please explain (____________________________________)

PAYMENT INFORMATION: (Please check one) Remember that all conference registration and payment must be accomplished by 5 p.m. on March 23-24, 2011 April 4, 2011 to secure the early bird registration rate:

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☐ I am FAXing this form to 863-784-7263 and will mail in a check in the amount of $25.00 for my conference registration fee due by April 4, 2011.

☐ My conference presentation “Call for Proposal” has been accepted and my payment of $10 is enclosed and is due by April 4, 2011.

☐ I plan to complete on-site registration; I will bring my check in the amount of $35.00 to the meeting. I realize I may not be eligible for meals

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June 2, 2011 - May 31, 2011
Hawks in the House
AFC 2011 REGION 4 SPRING CONFERENCE

REGISTRATION FORM

April 8, 2011  Housed by South Florida Community College

This year's theme:  "Shaping the Future: It Starts Now"

NAME: Sherrie Colgain  DEPARTMENT/TITLE: Academic Affairs/ Lab Assistant

INSTITUTION/CAMPUS: Plant City

INSTITUTION MAILING STREET ADDRESS: 1206 N. Park Rd

INSTITUTION CITY, STATE, ZIP: Plant City, FL 33563.

PHONE: 813 654 7822  E-MAIL: scolgain@hecfl.edu.

REGISTRATION INFO: Registration Fee of $25 due by April 4, 2011 and includes: Lunch on April 8th as well as morning refreshment break, door prizes, and conference materials.

REGISTRATION FORM: due by March 23-24, 2011 (FAX is acceptable)  On-site Registration available for $35 (On-site registrants may not be eligible for meals or door prizes). Attendees must bring check payable to SFCC-Region 4 FACC. Credit cards will not be accepted.
AFC 2011 REGION 4 SPRING CONFERENCE

REGISTRATION FORM

April 8, 2011  Hosted by South Florida Community College

This year’s theme:  “Shaping the Future: It Starts Now”


INSTITUTION/CAMPUS: HCC-GWSC

INSTITUTION MAILING STREET ADDRESS: 39 Columbia Dr.,

INSTITUTION CITY, STATE, ZIP: Tampa, FL 33606.

PHONE: 813-253-7127. E-MAIL: kbaker17@hccf.edu.

REGISTRATION INFO: Registration Fee of $25 due by April 4, 2011 and includes: Lunch on April 8th as well a morning refreshment break, door prizes, and conference materials.

REGISTRATION FEE: due by March 23-24, 2011 (FAX is acceptable) On-site Registration available for $35 (On-site registrants may not be eligible for meals or door prizes). Attendees must bring check payable to SFCC-Region 4 FACC. Credit cards will not be accepted.

MEAL INFORMATION: Please indicate your food needs: Vegetarian Meal: YES ☐ NO x ☐ Other Dietary Requests Or Special Needs: ☑ Please explain (Allergic to shrimp & shellfish)

PAYMENT INFORMATION (Please check one) Remember that all conference registration and payment must be accomplished by 5 p.m. on March 23, 2011 April 4, 2011 to secure the early bird registration rate:

☐ Enclosed is a check in the amount of $25.00 for my conference registration fee due by April 4, 2011.

☐ I am FAXing this form to 863-784-7263 and will mail in a check in the amount of $25.00 for my conference registration fee due by April 4, 2011.

☐ My conference presentation “Call for Proposal” has been accepted and my payment of $10 is enclosed and is due by April 4, 2011.

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Hawks in the House
AFC 2011 REGION 4 SPRING CONFERENCE

REGISTRATION FORM
April 8, 2011
Hosted by South Florida Community College

This year's theme: "Shaping the Future: It Starts Now"

NAME: Diane Driscoll  DEPARTMENT/ TITLE: Special Services Coordinator/Technical Programs.
INSTITUTION/CAMPUS: Hillsborough Community College/Dale Mabry Campus
INSTITUTION MAILING STREET ADDRESS: 4001 Tampa Bay Blvd
INSTITUTION CITY, STATE, ZIP: Tampa, FL 33614
PHONE: 813-253-7234. E-MAIL: ddriscoll@hccfl.edu

REGISTRATION INFO: Registration Fee of $25 due by April 4, 2011 and includes: Lunch on April 8th as well a morning refreshment break, door prizes, and conference materials.

REGISTRATION FORM: due by March 23, 2011 (FAX is acceptable) On-site Registration available for $35 (On-site registrants may not be eligible for meals or door prizes). Attendees must bring check payable to SFCC-Region 4 FACC. Credit cards will not be accepted.

MEAL INFORMATION: Please indicate your food needs. Vegetarian Meal: YES ☐ NO ☒
Other Dietary Requests Or Special Needs: ☐ Please explain (___________)

PAYMENT INFORMATION (Please check one) Remember that all conference registration and payment must be accomplished by 5 p.m. on March 23, 2011. April 4, 2011 to secure the early bird registration rate:

☐ Enclosed is a check in the amount of $25.00 for my conference registration fee due by April 4, 2011.

☐ I am FAXing this form to 863-784-7265 and will mail in a check in the amount of $25.00 for my conference registration fee due by April 4, 2011.

☐ My conference presentation “Call for Proposal” has been accepted and my payment of $10 is enclosed and is due by April 4, 2011.

☐ I plan to complete on-site registration; I will bring my check in the amount of $35.00 to the meeting. I realize I may not be eligible for meals.

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AFC 2011 REGION 4 SPRING CONFERENCE
REGISTRATION FORM
April 8, 2011

This year’s theme: “Shaping the Future: It Starts Now”

NAME: April M. Robinson  DEPARTMENT/ TITLE: Academic Affairs/ Assistant to Dean.

INSTITUTION/CAMPUS: Hillsborough Community College/ Plant City

INSTITUTION MAILING STREET ADDRESS: District Administrative Office, P.O. Box 31127.

INSTITUTION CITY, STATE, ZIP: Tampa, Florida 33631-3127

PHONE: (813) 757-2112  E-MAIL: arobinson23@hccfl.edu

REGISTRATION INFO: Registration Fee of $25 due by April 4, 2011 and include: Lunch on April 8th as well as a morning refreshment break, door prizes, and conference materials.

REGISTRATION FORM: due by March 23 24, 2011 (FAX is acceptable) On-site Registration available for $35 (On-site registrants may not be eligible for meals or door prizes). Attendees must bring check payable to SFCC-Region 4 FACC. Credit cards will not be accepted.

MEAL INFORMATION: Please indicate your food needs: Vegetarian Meal: YES ☐  NO ☒
Other Dietary Requests Or Special Needs: ☐  Please explain (_______________________________________)

PAYMENT INFORMATION (Please check one) Remember that all conference registration and payment must be accomplished by 5 p.m. on March 23 24, 2011 April 4, 2011 to secure the early bird registration rate:

☐ Enclosed is a check in the amount of $25.00 for my conference registration fee due by April 4, 2011.

☐ I am faxing this form to (863) 784-7263 and will mail in a check in the amount of $25.00 for my conference registration fee due by April 4, 2011.

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AFC 2011 REGION 4 SPRING CONFERENCE

REGISTRATION FORM

April 8, 2011  Hosted by South Florida Community College

This year's theme:  "Shaping the Future: It Starts Now"

NAME: Kathy Williams  DEPARTMENT/TITLE: Student Services/Advisor

INSTITUTION/CAMPUS: Hillsborough Community College/Brandon Campus

INSTITUTION MAILING STREET ADDRESS: 10414 E. Columbus Drive

INSTITUTION CITY, STATE, ZIP: Tampa, FL 33619

PHONE: 813-253-7818  E-MAIL: kwilliams@hccfl.edu

REGISTRATION INFO: Registration Fee of $25 due by April 4, 2011 and includes: Lunch on April 8th as well a morning refreshment break, door prizes, and conference materials.

REGISTRATION FORM: due by March 23-24, 2011 (FAX is acceptable)  On-site Registration available for $35 (On-site registrants may not be eligible for meals or door prizes). Attendees must bring check payable to SFCC-Region 4 FACC. Credit cards will not be accepted.

MEAL INFORMATION: Please indicate your food needs: Vegetarian Meal: YES  NO  
Other Dietary Requests Or Special Needs:  Please explain (  

PAYMENT INFORMATION (Please check one) Remember that all conference registration and payment must be accomplished by 5 p.m. on March 23-24, 2011 April 4, 2011 to secure the early bird registration rate:

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AFC 2011 REGION 4 SPRING CONFERENCE

REGISTRATION FORM

April 8, 2011 Hosted by South Florida Community College

This year’s theme: “Shaping the Future: It Starts Now”

NAME: Barbara Hart

DEPARTMENT/TITLE: Brandon SGA

INSTITUTION/CAMPUS: Brandon Hillsborough Community College

INSTITUTION MAILING ADDRESS: 10414 E. Columbus Dr.

INSTITUTION CITY, STATE, ZIP: Tampa, FL 33619

PHONE: (813) 253-7929 bhart@hccfl.edu

REGISTRATION INFO: Registration Fee of $25 due by April 4, 2011 and includes: Lunch on April 8th as well a morning refreshment break, door prizes, and conference materials.

REGISTRATION FORM due by March 23, 2011 (FAX is acceptable) On-site Registration available for $35 (On-site registrants may not be eligible for meals or door prizes). Attendees must bring check payable to SFCC-Region 4 FACC. Credit cards will not be accepted.

MEAL INFORMATION: Please indicate your food needs: Vegetarian Meal: YES ☐ NO ☐

Other Dietary Requests Or Special Needs: ☐ Please explain (____________________________________)

PAYMENT INFORMATION (Please check one) Remember that all conference registration and payment must be accomplished by 5 p.m. on March 23, 2011 to secure the early bird registration rate:

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Personal Check #____ Amt. _____

Date Received ________
AFC 2011 REGION 4 SPRING CONFERENCE

REGISTRATION FORM

April 8, 2011

Hosted by South Florida Community College

This year's theme: “Shaping the Future: It Starts Now”

NAME: LaFran Reddin
DEPARTMENT/TITLE: Campus Services-Duplicating Specialist

INSTITUTION/CAMPUS: Hillsborough Community College

INSTITUTION MAILING STREET ADDRESS: 10414 E. Columbus Dr.

INSTITUTION CITY, STATE, ZIP: Tampa Florida 33619

PHONE: 813/253-7809
E-MAIL: lreddin@hccfl.edu

REGISTRATION INFO: Registration Fee of $25 due by April 4, 2011 and includes: Lunch on April 8th as well as a morning refreshment break, door prizes, and conference materials.

REGISTRATION FORM: due by March 23, 2011 (FAX is acceptable) On-site Registration available for $35 (On-site registrants may not be eligible for meals or door prizes). Attendees must bring check payable to SFCC-Region 4 FACC. Credit cards will not be accepted.

MEAL INFORMATION: Please indicate your food needs: Vegetarian Meal: YES [ ] NO [x]
Other Dietary Requests Or Special Needs: [ ] Please explain (______________)

PAYMENT INFORMATION (Please check one) Remember that all conference registration and payment must be accomplished by 5 p.m. on March 23, 2011 April 4, 2011 to secure the early bird registration rate:

[ ] Enclosed is a check in the amount of $25.00 for my conference registration fee due by April 4, 2011.

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AFC 2011 REGION 4 SPRING CONFERENCE

REGISTRATION FORM

April 8, 2011  Hosted by South Florida Community College

This year’s theme:  “Shaping the Future: It Starts Now”

NAME:  Marleatta Dean  DEPARTMENT/ TITLE  Student Services/Advising Generalist.

INSTITUTION/CAMPUS: Hillsborough Community College

INSTITUTION MAILING STREET ADDRESS:  551 24th Street NE Ruskin, FL 33570

INSTITUTION CITY, STATE, ZIP:  Ruskin, FL 33570

PHONE:  813-253-7000 x. 5740. E-MAIL: mdean5@hccfl.edu

REGISTRATION INFO:  Registration Fee of $25 due by April 4, 2011 and includes: Lunch on April 8th as well a morning refreshment break, door prizes, and conference materials.

REGISTRATION FORM:  due by March 23, 2011 (FAX is acceptable)  On-site Registration available for $35 (On-site registrants may not be eligible for meals or door prizes). Attendees must bring check payable to SFCC-Region 4 FACC. Credit cards will not be accepted.

MEAL INFORMATION:  Please indicate your food needs: Vegetarian Meal:  YES [ ] NO X Other Dietary Requests Or Special Needs:  X Please explain (No pork or red meat)

PAYMENT INFORMATION (Please check one) Remember that all conference registration and payment must be accomplished by 5 p.m. on March 23, 2011 April 4, 2011 to secure the early bird registration rate:

☐ Enclosed is a check in the amount of $25.00 for my conference registration fee due by April 4, 2011.

☐ I am Faxing this form to 863-784-7263 and will mail in a check in the amount of $25.00 for my conference registration fee due by April 4, 2011.

☐ My conference presentation “Call for Proposal” has been accepted and my payment of $10 is enclosed and is due by April 4, 2011.

☐ I plan to complete on-site registration; I will bring my check in the amount of $35.00 to the meeting. I realize I may not be eligible for meals.

Return form and payment by March 23, 2011 and Payment by April 4, 2011 to:  Melanie Jackson, SFCC-Region 4 Conference Coordinator, South Florida Community College, 600 West College Drive; Avon Park, FL 33825; (863) 784-7017, Fax (863) 784-7263 Email: jacksonm@southflorida.edu

HOTEL INFO:  SFCC has reserved a set number of rooms at various hotels in the Sebring area as shown on the following page. All room rates are valid for April 7-8, 2011. Please book your room early, as each hotel has their own cutoff date for the special conference rate. To book rooms at the conference rate, please call the hotel directly and be sure to use the group code “AFC” when making your reservation. Hotels are listed by distance from the college. For any additional hotel concerns, please contact Cheryl Arpasi, SFCC AFC Region 4 Hotel Coordinator at 863-784-7091.
AFC 2011 REGION 4 SPRING CONFERENCE

REGISTRATION FORM

April 8, 2011  Hosted by South Florida Community College

This year’s theme: “Shaping the Future: It Starts Now”

NAME: Mickey Reigger  DEPARTMENT/TITLE: Associate of Science Programs

INSTITUTION/CAMPUS: Hillsborough Community College, Brandon Campus

INSTITUTION MAILING STREET ADDRESS: 10414 East Columbus Drive

INSTITUTION CITY, STATE, ZIP: Tampa, FL 33619

PHONE: Work: 813-253-7920  Cellular: 813-244-6311  E-MAIL: mreigger@hccfledu

REGISTRATION INFO: Registration Fee of $25 due by April 4, 2011 and includes: Lunch on April 8th as well a morning refreshment break, door prizes, and conference materials.

REGISTRATION FORM: due by March 24, 2011 (FAX is acceptable)  On-site Registration available for $35 (On-site registrants may not be eligible for meals or door prizes). Attendees must bring check payable to SFCC-Region 4 FACC. Credit cards will not be accepted.

MEAL INFORMATION: Please indicate your food needs: Vegetarian Meal: YES ☐  NO ☐  Other Dietary Requests Or Special Needs: ☑ Please explain (Non-Dairy)

PAYMENT INFORMATION (Please check one) Remember that all conference registration and payment must be accomplished by 5 p.m. on March 24, 2011 April 4, 2011 to secure the early bird registration rate:

☐ Enclosed is a check in the amount of $25.00 for my conference registration fee due by April 4, 2011.

☐ I am FAXing this form to 863-784-7263 and will mail in a check in the amount of $25.00 for my conference registration fee due by April 4, 2011.

☐ My conference presentation “Call for Proposal” has been accepted and my payment of $10 is enclosed and is due by April 4, 2011.

☐ I plan to complete on-site registration; I will bring my check in the amount of $35.00 to the meeting. I realize I may not be eligible for meals.

Return form by March 24, 2011 and Payment by April 4, 2011 to:
Melanie Jackson, SFCC-Region 4 Conference Coordinator, South Florida Community College, 600 West College Drive; Avon Park, FL 33825; (863) 784-7017, Fax (863) 784-7263  Email: jacksonm@southflorida.edu

SFCC USE ONLY

College Check #_____  Amt. _____

Personal Check #_____  Amt. _____

Date Received _______________

June 1, 2010 - May 31, 2011
Hawks in the House
HCC CHAPTER
President’s Attendance
At
Region IV Meetings
September 17, 2010
March 2, 2011
May 10, 2011
HCC-FACC CHAPTER PRESIDENT'S REPORT:
REGION IV PRE-CONVENTION MEETING
September 17, 2010, Friday

As President of the Hillsborough Community College Chapter of the Florida Association of Community Colleges, I attended the Region IV Pre-Convention meeting in Winter Haven, Florida, hosted by Polk State College at the Sundown Restaurant on 3rd Street.

Four of the seven Community Colleges of Region IV were represented at the meeting. The Region Director, Robin Robinson and the Region Director Elect, Robert Flores were in attendance and facilitating the meeting.

Also in attendance were two candidates, one running for VP of Commissions and one running for FACC President, sharing their platforms with our Region, they are asking for our Chapter’s support during the elections. The candidates are also available to visit the Colleges during the campaign period, all to make arrangements. Lunch was provided by the Region IV.

After introductions, the meeting was called to order by the Region IV Director, Robin Robinson.

All chapters are asked to submit to the Region IV Director, Robin:
• A Year’s Activity Report by November 12th
• A Chapter nomination for Region Director Elect by October 10th
• A chapter member’s name for the Chapter’s “Unsung Hero” Award by October 19th
• A Voting Delegate list by October 19th
• A list of eight (2) volunteers from each Chapter to work at the Registration Tables by November 12th, (Region IV has been assigned the task of manning the Registration Tables at the Convention, in Jacksonville).

All chapters are asked to bring to the Convention:
• One $100.00 prize for “Silent Auction”
• Two small gifts, valued at $20.00 for the Regional Meeting
• Ten (10) small door prizes for the Convention, to be delivered to Region I Director, Pat Barfield
• Items for the Convention Service Project – Second Harvest
• All membership Committee Chairs are asked to bring their “Star” Boards to the Convention. (Region IV Meeting)

News from the State Office and from Region IV:
• The next Region IV Conference will be hosted by South Florida Community College, 600 – West College Drive, Avon Park, Florida 33825 April 8, 2011.
• TBA-Health Care for Part Time Employees – hold information until Convention
• TBA-New name of the Association – Association of Florida Colleges
• Consider holding a “HCC Chapter — Commission Fair”

Travel funds from the FACC-FSPD Funds of $425.00 were issued for the president’s travel. I’m pleased that I was able to attend the meeting, after submitting travel forms and receiving the support of my supervisor, Dean Sabrina Peacock. I humbly submit this report thru e-mail to our Executive Committee and ask for your support as we strive to fulfill all the obligations of our HCC Chapter. We are in pursuit of the FACC “Chapter of the Year” Award.

Hawks in the House... ONENESS... LET’S S0AR!!

Be Blessed, LaTara Reddin, FACC-HCC Chapter President, lradden@hccfl.edu 813/253-7809

June 1, 2010 - May 31, 2011
Hawks in the House
AFC Region IV Meeting  
Conference Call Notes  
March 2, 2011 – 2:00 PM

HCC-AFC Chapter Members on the call:  
Kathy Williams, Cathy Fuller, Marleatta Dean, LaFran Reddin

Representatives from Folk State, Hillsborough Community College, St Pete College and South Florida Community College were on the call.  
Marsha Kiner, AFC Associate Director was also on the call  
Dr. Robert Flores, Region IV Director, facilitated the call

**Spring Conference:**  
The Region IV 2011 Spring Conference’s Agenda was reviewed.  
The Call for proposals is closed, the committee is awaiting confirmations.  
The registration for the Conference is open, registration fee is $25.00. After discussion it was suggested that $5.00 of the registration fee be set aside for the Region IV’s fundraising project, which is $500.00 for the Burst the Mortgage Balloon Campaign, which is in progress. Registration deadline is March 23rd.  
Dr. Flores is still working on sponsors, so that some of expenses can be defrayed.  
Suggested sessions for Conference will include a Health session, a personal finance session, a professional development session and a veteran’s services session. The conference will start at 9:00am Friday, April 8th

**Region review of the Leadership Conference and updates from the AFC’s state office**

* A Part time Health Coverage plan is still being pursued for offering to part faculty.  
* A Professional Development Plan is being discussed. (a flyer noting details will be attached to this report.  
* Dr. Flores introduced the New AFC Logo to the Region IV members.  
* Dr. Flores advised of the Region’s need to raise $500.00 for the Burst the Balloon Campaign.  
* A Region IV Calendar was made available for review.  
* Each Chapter in the Region has been asked to make a monthly report to the Region Director.  
* Dr. Flores asked the members to review the Region Bylaws of Region I and consider setting up Region IV Bylaws and also think about a Region Website.

The next Region IV conference call meeting is scheduled for March 25, 2011 at 2:00pm.  
The President from HCC has agreed to set up the call from HCC.

All hearts and mines clear, the meeting was adjourned.

Notes taken by LaFran Reddin, HCC-AFC Chapter President
REGION IV Conference Call Meeting  
May 10, 2011 – 10:00 AM  
Notes by LaFran Reddin – HCC-AFC Chapter President

Mary DiTaranto, on call, with other Region IV Chapter Presidents, including Dr. Flores, Region IV Director

Discussion held concerning the election of a Director-Elect for Region IV and the lack of Region By Laws. The Director also discussed the need for a Region Web site. After much discussion, the meeting was adjourned with a commitment by the Director to send out copies of a draft proposal for our Region IV By Laws.

Listed below is the follow-up e-mail sent to chapter presidents, along with my reply to the e-mail.

Chapter Presidents
Listed below is an excerpt of region I’s by-laws on vacancy procedures. I followed the procedures under the headings “Officers, Section C. Vacancies” and made recommendations on the Director-elect vacancy in accordance to the Regions I policy. However, when I summated the recommendations to the state office, it was not approved. I also looked at the state by-laws and found only appointments to state elected positions addressed, not regions. Therefore I am submitting a draft for Region IV by-laws for your review. Most of the by-laws are based on existing Region I by-laws. Please make any recommendations for adoption to Region IV’s by-laws. After I get all the responses, I will schedule a conference call to review the recommended changes to the by-laws.

Regions I by-laws: Officers, Section C. Vacancies

If the Director is unable to serve his/her full term, the Director-Elect will assume the responsibilities of the Director. The next college in the succession will be asked to name a Director-Elect. If a Director-Elect should not be able to serve, the college of the Director-Elect will first have the opportunity to replace the position. If they are unable to offer a replacement, the next college in the succession will be asked to nominate a new Director-Elect.

Thank you,
Dr. Robert Flores,  
Director, Remodeling, Renovation and Maintenance
SFCC
600 W. College Drive
Avon Park, FL 33825
(863) 714-7000

Hello Region IV representatives,
I agree with LaFran that the order of succession be included in the by-laws for clarification purposes. Other than that, I approve the draft of the Region IV By-Laws. Furthermore, as Chapter President of AFC-SPC and college of the director-elect vacancy position, our chapter will be ready to appoint a director-elect to fill the vacancy. Once the state has approved the by-laws, we will submit the person we plan to appoint to the position.

Tammy Cappleman  
Chapter President  
St. Petersburg College Chapter  
Association of Honda Colleges

June 1, 2010 - May 31, 2011  
Hawks in the House  
42
From: Reddin, Lafran [mailto:lredden@hcfl.edu]
Sent: Thursday, May 19, 2011 12:05 PM
To: Flores, Robert; bedwards@polk.edu; mercerc@phcc.edu; lockdc@scf.edu; jallbrit@edison.edu;
Loweke, Keith; Tammy Cappleman
Cc: Dean, Marleatta
Subject: RE: Region IV By-Law Draft

Greetings Dr. Flores & Fellow Chapter Presidents,
I’m pleased to see our Region’s in-house work proceeding.
I do have two concerns and/or suggestions:
An article in the By-laws for an Executive Board of the Region consisting of the Chapter
Presidents, giving them a voice as a body, representing the members of their chapter
Also, let’s re-address the qualifications requirements of Section II C: Vacancies #4.
We should consider what’s happening within that Chapter and the officers of the chapter.

Succession of the Colleges within the Region...what is the order of succession, that should be
stated in the By-Laws, so there would be no questions as to the order.

Are we as chapter presidents, privy to who’s being recommended for our Director – Elect?

Success of our Region will come with more communication and harmony within.

Keep us posted. Thank you...Let’s Roll!!

*HAWKS IN THE HOUSE...ONENESS...LET’S SOAR!*,
La Fran Reddin, FACC-HCC-Chapter President
Phone -813/253-7809
lredden@hcfl.edu

HCC-Dedicated to Communication and College-Wide Engagement
“Let’s be aware of what others are doing, applaud their efforts,
acknowledge their successes, and encourage them in their pursuits.
When we all help one another, everybody wins.”
Jim Stovall
CHAPTER

POLITICAL ACTIVITIES

June 1, 2010 - May 31, 2011
Hawks in the House
HCC-AFC CHAPTER

Legislative Activity
Teleconference Call
February 25th – Friday – 9:00AM

Legislative Update on Retirement Benefits
By Michael Brawer, AFC Executive Director

LaFran Reddin, HCC-AFC Chapter
Alerted each Campus Representative of the Teleconference Call
Each Representative was asked to:
  * secure a conference room with telephone conference access
  * send out a campus wide e-mail inviting everyone to come and hear the update
  * make copies of the membership application for distribution to potential new members
  * send an e-mail to the chapter president with a report on how many attended, etc.
All of our Campuses had stations set up for listening.
There was a station set up at the Ybor Collaboration Center by Alicia Medeiros.
Julio Torres from Ybor chimed in with a question to Mike during the call.
HCC was well represented.

Please see attached e-mail for Campus Reports and the announcement.
Compiled by LaFran Reddin, HCC-AFC Chapter President

Announcement:
Greetings HCC –AFC (FACC) Members and Non Members,

You are invited to a Legislative Update on Retirement Benefits Issues Teleconference Call

When? Friday -- February 25th -- 9:00 AM
Where? On Your Campus – Please contact your Campus Representative for the Campus Location (See list below)

Subject: Retirement and Benefits Legislative Update

There will be a Retirement Benefits Issues Legislative Update teleconference on Friday, February 25 at 9:00 am Eastern. The purpose of this teleconference is to provide all AFC members with an update about the issues covered in the Governor’s and Senate’s FRS Reform proposals. The teleconference will commence at 9:00 am and last about 30 minutes. There will be a brief presentation and analysis provided by AFC lobbyists Ken Plante and me, as well as analysis by AFC Legislative Committee members and college lobbyists Jeff Schembera (GCCC) and Ed Woodruff (SPC) based on what we know to date. We will leave some time for questions.

Michael Brawer, MS. Ed.
Executive Director and CEO
Association of Florida Colleges
(Formerly the Florida Association of Community Colleges)
115 East College Ave.
Tallahassee, FL 32301

*You always win more with sugar than you do with spice, so be nice.*
HCC-FACC CHAPTER
General Membership Meeting
November 12, 2010 – Friday – 2:30PM
Ybor City Campus – YSSB-309

Call to Order:
Meeting called to order 2:35pm by Chapter President, LaFran Reddin.

Pledge of Allegiance:
Everyone stood for the Pledge, facing the direction of the nearest flag.

Welcome:
Dr. Shawn Robinson, HCC Ybor City Campus President, welcomed everyone. He stated that the Chapter has his full support and he is happy to have the FACC meetings on the Ybor Campus. And that he desires to see more involvement, especially college faculty members. Dr. Robinson also stated that he is available to help in any way in accomplishing this goal, as he welcomed our group to the Ybor Campus.
We thanked Dr. Robinson for his generous support and encouragement.

Roll Call:
Chapter President, LaFran, called the leadership team roll, advised of reasons for officers’ absence. She also asked Cathy Fuller to record the minutes of the meeting during the absence of Chapter Secretary, Alicia Medeiros.

Guest Presentations:
Sally Everett, HCC Director of Community & Government Relations, introduced herself and our guest, Mr. Steve Schroder, candidate for FACC President Elect. Jayme Rothberg, candidate for VP Region & Chapters, was ill and could not attend the meeting. Mr. Schroder gave his apologies for Ms. Rothberg and advised of his platform for the office of FACC State President.
The Chapter thanked all our guests for coming and addressing our group. There were some questions on the floor about retirement and other issues of concern. These issues will be addressed with Ms Everett in a future Chapter membership meeting, as Sally promised to keep our Chapter informed and updated as often as possible.

Approval of the Agenda:
After the silent reading of the agenda, Cathy motioned to approve the agenda and Julio seconded the motion. The motion was passed with a majority vote.

Approval of the Minutes:
With changes to the Chapter President’s title from Acting President to President, Mickey motioned to approve the minutes, with the necessary changes and Barbara seconded the motion. The motion was passed with a majority vote.
EDUCATIONAL ACTIVITIES
BY THE CHAPTER
2011 HCC-AFC
LEADERSHIP RETREAT

Present at the Workshop
LaFran Reddin - President
Marleatta Dean - President Elect
Cathy Fuller - Treasurer
Kim Baker
Niurka Arce
Kathy Williams
Julio Torres
Continental Breakfast 8:30am – 9:00am
The Agenda for the Retreat was reviewed for adjustments, accepted by all present. Copy of agenda attached.
2011 Leadership Retreat

Thursday, March 3, 2011

Bridges at Winthrop
The Cambridge Clubhouse Boardroom
11350 Bloomingdale Avenue
Riverview, Florida

8:30 a.m. – 4:30 p.m.

AGENDA

8:30 a.m. – 9:00 a.m. .......................................................... Continental Breakfast (Panera)
9:00 a.m. – 9:30 a.m. .......................................................... AFC Leadership Conference Review
9:30 a.m. – 10:30 a.m. .......................................................... By-Laws
10:30 a.m. – 10:45 a.m. .......................................................... Break
10:45 a.m. – 12:00 p.m. .......................................................... Planning Calendar
12:00 p.m. – 1:30 p.m. .......................................................... Lunch (at Acropolis)
1:30 p.m. – 2:15 p.m. .......................................................... Membership
2:15 p.m. – 2:45 p.m. .......................................................... Social Events
2:45 p.m. – 3:00 p.m. .......................................................... Break
3:00 p.m. – 3:30 p.m. .......................................................... Travel/Conferences
3:30 p.m. – 4:00 p.m. .......................................................... Fundraising
4:00 p.m. – 4:30 p.m. .......................................................... Adjournment

June 1, 2010 - May 31, 2011
Hawks in the House

49
HCC-FACC CHAPTER hosting an introduction meeting with Dr. Ken Atwater, New HCC President and with Dr. Carlos Soto, HCC-Brandon Campus President
NOTES:

FLORIDA ASSOCIATION OF COMMUNITY COLLEGES
REGION IV
HILLSBOROUGH COMMUNITY COLLEGE
CHAPTER MEMBERS
WELCOMES

DR. KEN ATWATER
COLLEGE PRESIDENT

HAWKS IN THE HOUSE...ONENESS...LET'S SOAR!!!

June 1, 2010 - May 31, 2011
Hawks in the House
AGENDA

FLORIDA ASSOCIATION OF COMMUNITY COLLEGES

What is it?

Niurka Arce
FACC-HCC Chapter Past President

Introduction of Officers & Committee Chairs
& Campus Representatives

LaFran Reddin
FACC-HCC Chapter President

Welcome & Introduction of College President

Dr. Carlos Soto
HCC Brandon President

Dr. Ken Atwater
Hillsborough Community College President

Questions & Answers

FACC – Region IV HCC CHAPTER

UPCOMING EVENTS

HAWKS IN THE HOUSE...ONENESS...LET'S SOAR!!!
FUNDRAISING ACTIVITIES BY THE CHAPTER
This is NOT your ORDINARY FLOWER SALE

We have all worked hard to get the Fall semester underway and now it’s time to show each other just how much we appreciate one another.

The FACC-HCC flower sale will be in full bloom October 11-15, 2010, with delivery Wednesday, October 20, 2010.

Purchase a vase for $2.00!
ANNUAL FLOWER SALE

June 1, 2010 - May 31, 2011
Hawks in the House
SOCIAL ACTIVITIES BY THE CHAPTER
Hillsborough Community College
Association of Florida Colleges Chapter
(Formerly: FACC)

The beautiful Christmas holiday decorations at our Plant City Campus’ Trinkle Building heralded HCC’s FACC Chapter’s
First Annual Holiday Awards Gala and Ron York Scholarship Benefit. The event was held Friday, December 17, 2010 at 7:30p.m. The event served as an opportunity for the Chapter to recognize its outstanding members and to note the year’s accomplishments and historical reflections.

Award Certificates were presented to all the past Presidents of the Chapter, those not present received them through the inter-office mail. The Chapter’s Leadership Awards of Excellence Certificates and Gift Cards were presented to the following members: Cathy Fuller (Un-Sung Hero Award), Niurka Arce (Chapter’s Distinguished Member Award). Committee Leadership Awards of Excellence were presented to Vanessa Borges, Barbara Smith-Palinkas and Susan Pierce-Amaral for their work with our Chapter Service Project – Joshua House. Sherry Colgain received a Committee Leadership Award for her great job as Fundraising Committee Chairperson. Alicia Medeiros and Glenna Ross received Leadership Awards for their long time years of excellent service as Chapter Secretary and Chapter Treasurer, respectfully.

A portion of the ticket sales and donations from the Awards Gala were added to our Ron York Scholarship Funds and three Scholarships were issued to students for the Spring Term. Jeffrey Fox, Brandon Campus; Vittoria Cabi, Dale Mabry Campus and Joanne Dale, Ybor Campus received the Scholarships. Niurka Arce, Alicia Medeiros and Kathy Williams are members of the HCC-AFC Ron York Scholarship Committee; their commitment to getting the Scholarships distributed in a timely manner is greatly appreciated. A special thank you is extended to everyone who bought a ticket or gave a donation. More to come…

Hawks in the House …Soaring,
Fran Reddin, Chapter President
MUSICAL ENTERTAINMENT

DOOR PRIZES

PRESIDENT’S REMARKS

Academic Department of Recitations
Rooster School Award Committee

DINNER

Recognition of Special Guests

Welcome

MUSICAL PRELUDE

REVIVE CHRISTMAS & HAPPY NEW YEAR

Thank you for your continued support and participation.

Hawks in the House

June 1, 2010 - May 31, 2011
COMMUNITY SERVICE PROJECTS BY THE CHAPTER
2010 & 2011 Ron York Scholarship Committee Report
Committee Members:
Niurka Arce - Alicia Medeiros - Kathy Williams - Julio Torres

2010 Ron York Scholarship Recipient
Roddric Johnson
$250.00 Awarded - October 1, 2010

2011 Ron York Scholarship Recipients
The committee reviewed 6 applications
On January 19, 2011 the committee agreed to award 3 scholarships:
Vittoria Cobb (Dale Mabry Campus)
Joanne Dale (Ybor Campus)
Jeffrey Fox (Brandon Campus)
Each recipient received a check for $250.00

Guidelines for the Ron York Scholarship:
NAME FACC (AFCC)
Ron York Memorial Book Fund
AMOUNT Books
SUBMIT Application form, transcript, and
Financial aid documents to HCC Chapter of FACC President
DEADLINE August 1—Fall Term; November 15—Spring Term;
April 15—Summer Term
QUALIFICATIONS - Must be HCC student (current)
Must be degree-seeking – 6 credit hours at least
Must maintain 2.0 GPA
Must prove financial need

August 1st is the deadline for Fall 2011 applications
HCC-AFC Ron York BOOK AWARD
2011 Awardees

Joann Dale. Ybor
2011 Ron York Book Award

Jeffrey Fox, Brandon Campus
2011 Ron York Book Award
With LaFran Reddin, Chapter President
& Kathy Williams, Brandon Campus Representative
Together in Support of

Friends of Joshua House Foundation, Inc.

Making a Difference, One Child at a Time!

Joshua House is a safe haven for abused, abandoned, and neglected children, offering a therapeutic residential group care program that provides a protected, nurturing, family-like environment for children six - seventeen years old. These children have been removed from their homes due to crisis and many have been through multiple foster homes.

Donations will be accepted through November 12, 2010

The following items are needed:

- Bedding (twin size and can be gently used)
  - Sheets
  - Comforters
  - Mattress pads
  - Blankets
- Toiletries (must be NEW and unopened)
  - Hair care products, including ethnic
  - Liquid hand soap
  - Body soap
  - Deodorant
  - Brushes and combs

See an FACC-HCC Chapter Campus Rep to drop off donations:

- Brandon
  - Kathy Williams (Student Services)
  - LaFran Reddin (Mailroom)
- Dale Mabry
  - Carolyn Curtis (DSSC 129)
  - Alicia Medeiros (DLRC 105)
- District
  - Resha Minnfield
- MacDill
  - Theresa Oosting
- Plant City
  - Michelle Monteleon (Library)
  - Kristin Heathcock (Library)
- Southshore
  - Marleatta Dean (SMPF 135)
- Ybor
  - Carolyn Strickland (YLRC 202)

Thank You!
Hillsborough Community College 2010 Support
$100.00 From the HCC-FACC Chapter treasury
Donated to the 2010 FACC Convention Food Drive

FACC SHAPING THE FUTURE OF OTHERS BY NOURISHING HOPE

Hunger is not isolated to one event, one day or one season. Hunger does not
discriminate by race, faith or age. It exists throughout our community affecting all
types of people: employed and unemployed, men, women, children, families and singles.

Proceeds will benefit:
Second Harvest of North FL

Date: 11/17-19/2010

Time: Hours of Registration

Location: Check with Registration desk for drop-off locations

Food Products needed
• Meals in a Can
• Canned Tuna
• Pasta/Macaroni
• Soup/dry milt
• Peanut butter
• Canned Fruit
• Canned Soup
• Baby Food
• Canned meat/poultry
• Dry Beans
• Rice
• Evaporated Milk
• Canned Veggies
• Oatmeal
• Diapers
• Dry Fruit

Please note that Second Harvest can only accept unopened, unexpired items. They also can’t accept “homemade” foods.

Collect items at your chapter and bring to Convention.
Contact person: Mary DiTartanto
941-752-5247
ditartam@scf.edu

Information provided by Second Harvest of North Florida.

For more information about Second Harvest visit their website:
www.WaNourishHope.org

Sponsored by: FACC Service Project Committee

Monetary donations accepted. Make checks out to FACC.

Food Drive

June 1, 2010 - May 31, 2011
Hawks in the House
HCC’s AFC Chapter Community Service Project will like to help

Drop on of any of these items to your AFC Campus Reps.
Pet Food Necessities & Treats, Pet Toys & Grooming items, Clean Towels, Flat Sheets, Blankets, Material for dog bandanas, Dog and cat reference books (breed guide, training guide etc.) Peanut Butter (smooth only) and Tennis balls. Various are also needed office supplies (pens, paper, highlighters, little notebooks, scissors, etc), Rechargeable batteries (AA and AAA) Photo quality printer paper.

Brandon - Kathy Williams
Dale Mabry - Carolyn Curtis
GWS District - Carol Southard & Teshia Minnifield
Plant City - Michelle Monteleon & Kristin Heathcock
South Shore - Beth Taylor
Ybor City - Julio Torres

For more information http://www.hccfl.edu/staff-info/afc.aspx

Be part of the HCC AFC Community Service Project Committee contact mfontalvo@hccfl.edu with questions or suggestions.
HCC – AFC CHAPTER
COMMUNITY SERVICE PROJECT

Earl & Kathy loyal to the end for our Animal friends and The HCC – AFC Chapter.
CHAPTER’S SOCIAL MEDIA
Greetings Chapter Members and Prospective Members,

Welcome to the Hillsborough Community College—Association of Florida Colleges Chapter website. The AFC (formerly FACC) has something to offer our college employees and retirees of every department. As we embark on a new academic year, our HCC-AFC Chapter will take on the challenge of creating an atmosphere of "Oneness" on all six (6) campuses, including our Dr. Gwendolyn W. Stephenson District Administration Center. Our goal is to ensure that all members will have the opportunity to get involved and reap the benefits of being a member of our HCC-AFC Chapter. We will strive to increase our membership and to keep our membership informed of the learning resources and networking opportunities offered by our AFC through the commissions and committees. There will also be opportunities for our members to be recognized by their peers, statewide, to qualify for member only discounts and scholarships. Our Association of Florida Colleges' extensive legislative involvement in the educational issues of our State government affords us the opportunity to not only read and talk about the legislative process but also have the chance to actually impact the results. Hence, our reason to increase our membership, so please join our Chapter, we need your voice to help our Chapter soar higher. We also extend a very special "thank you" to our fellow employees who have given years of service to our Chapter, we truly appreciate your dedication and hard work.

Therefore, it is with great pleasure that we step forward to serve as your Chapter Officers for the year 2011. We are truly excited and ready to roll...

HAWKS IN THE HOUSE...ONENESS...LET'S SOAR! Sincerely,

La Fran Reddin, HCC-AFC 2011 Chapter President

June 1, 2010 - May 31, 2011
Hawks in the House
CHAPTER
PUBLICITY
FACC – Region IV
2010 Summer Conference

Hosted by the HCC Chapter

The FACC-HCC Chapter hosted the Region IV Summer Conference at the Brandon Campus on Friday, June 25, 2010. The theme of the conference was “A Day in the Life: Choices & Decisions.” Over 100 attendees took part in panel discussions and workshops. FACC members enjoyed breakfast and lunch and had the opportunity to win door prizes that were donated throughout the day. The Women’s Center of Tampa received several boxes of clothing and toiletries, all donated by our caring members. The event was well received by those who attended and each campus, GSWDAMC, and Ybor City were represented.

The chapter has many exciting projects and initiatives planned for the upcoming year, including bids for nominations and elections for new officers. All HCC employees are eligible for membership, whether you are full- or part-time.

Your 2010-2011 leadership team is listed here. Please don’t hesitate to contact your campus representative or the Membership/Member Care Committee for more details about FACC. They will be glad to help you become a member of this worthwhile organization.

FACC-HCC 2010-2011 Leadership Team
President: Lebron Skidmore
President-Elect: Vacant
Secretary: Alicia Mederos
Treasurer: Geneva Bar
Membership & Member Care Committee
Chair: Cathy Fuller
Co-Chair: Janet Yestes
Publications/History Committee
Chair: Margaret Dean
Co-Chair: Jessica Yestes
Legislative Committee
Chair: Camille Bejarano
Co-Chair: April Robinson
Social & Recognition Committee
Chair: Barbara Hall
Co-Chair: Vacant
Chapter Service Project Committee
Chair: Susan Reissman
Co-Chair: Keesha Stone
Donor Scholarship Committee
Chair: Alicia Mederos
Co-Chair: Kathy Williams
Campus Representatives
Brandon: Kathy Williams
GSW: Process & Medicine
GWS Center: Vacant
Ybor City: Frances Clutter
Plant City: Erin Melesko & Michelle Montesano
Southshore: Marcella Dean
Ybor City: Cindy Groom

“Hawks in the House... Seeing High!”

President at 60 Days from page 1

“We are all one college – the success of each campus enhances the other campuses,” Dr. Atwater explained. “When we provide a new opportunity for a student, be it in Plant City or Ybor City, we also improve the lives of other students, faculty members, or administrators at the HCC family. And we can only accomplish that by working together – both on all our campuses, and in the communities we serve,” Dr. Atwater said.

At the same time, Dr. Atwater is committed to transforming HCC into a world class leader in delivering improved technological innovations, by creating relationships with both small and large companies and educational partners. “If we are going to successfully emerge from the grip of the economic recession, we must work harder to make ourselves even more relevant and valued to the community,” Dr. Atwater offered. “And we accomplish that by making HCC the go-to institution for employees seeking highly trained and dedicated professionals to join their organizations.”

It has been a whirlwind 60 days for HCC’s newest leader, who has barely had enough time to begin to take advantage of the many attractions of the Tampa Bay area.

“As a lifelong football fan, I’m excited about the Tampa Bay Buccaneers,” Dr. Atwater said, adding that not every task he has faced has met with immediate success since joining HCC. “I’m a longtime Dallas Cowboys fan,” Dr. Atwater confessed. “I’ve been trying to become a convert to the Bucs, but it’s not easy.”

“Working at a university is a unique job,” Dr. Atwater said.
Involving Students in Research

Almost a century ago John Dewey argued that learning should be based on discovery guided by mentoring rather than on the transmission of information. One of the ways to facilitate discovery is to involve students in research projects, and accordingly, I encouraged and supervised two students from online courses in completing a research project on waste management methods.

The first student, Ms. Kathleen Smith, became involved in the latest technology used in pulverizing non-hazardous hospital waste and turning it into energy by visiting St. Joseph’s Hospital and interviewing Industry Director, president of Regen John Sel, chairman of the board, and David Valier, environmental specialist. Upon completing the interview and testing, she investigated in depth the method of induction thermal friction as well as the mechanics involved in the machinery used. She also researched the operation of the McCombs Waste-Energy facility where the hospital residue is transported and turned into energy.

The second student, Mrs. Jayme Upchurch, interviewed the Director Waste Management, Ms. Achaya Kalegear, and visited the nearby facility where the process of waste-separation was shown, the dangers involved explained, and the benefits to the community and environment discussed. Later, she explored the Lithia landfill where the District Manager, Mr. Emre By, demonstrated the landfill’s operation.

The outcomes in learning and gratification were impressive. Both students did considerable homework on the respective sites prior to visiting, in order to prepare the right questions. Moreover, they learned about the state guidelines in waste treatment and disposal, the science involved, the dangers posed on the environment, the care taken to avoid environmental impact, and the contribution to community as Waste Management runs a number of educational programs for school children. Finally, the project was presented at the 1st Boone Consortium on learning in November 2010 with their names as co-authors.

Dr. Athena Smith
asmit/2@hccfl.edu or 813.253.7882

Association of Florida Colleges (AFC), HCC Chapter

Sowing with excitement and great energy, the HCC-AFC Chapter showed up at the annual All College Day 2010. The chapter co-sponsored the All College Day breakfast with a $500 donation and donated prizes for the afternoon game “Family Feud.” The Plant City Campus team won the game, and $25 gift cards were awarded to each member of the team. Yeah, HCC-Plant City Hawks!

The chapter also hosted an informational session at All College Day. The chapter invited the Association’s state officers to the event. Many questions were asked, and new members were informed of the many benefits of becoming a member of the Association. The 2010 FACC President Martha Williams (Valencia Community College), President-Elect Evelyn Ward (Chipola College), VP for Regions & Chapters Gary Sigg (Lake-Sumter Community College), and Associate Executive Director for Membership and Professional Development Marsha Kinner were in attendance of HCC’s 2010 All College Day.

The chapter’s annual “Flower Sale” fund-raising event was also kicked off at our All College Day. The chapter’s presence was very well received as many of our co-workers were able to place their orders for flowers to be delivered on our chapter’s proclaimed “Employee Appreciation Day” on Wednesday, October 20, 2010. The sale was a great success as we also had a number of new people to join our HCC-AFC Chapter.

Hawks in the House...Searing!!
LaFram Reddin, Chapter President

AFC Flower Sale, L-R: Cathy Fuller (chapter treasurer), Sherrie Colgan, Kathy Williams, Dr. Sylvia Holliday, Marleanna Dean (chapter president-elect), LaFram Reddin (chapter president), Alica Pedersen (chapter secretary)
CHAPTER
ORGANIZATION
Hillsborough Community College

CHAPTER

ASSOCIATION OF FLORIDA COLLEGES
(Formerly: Florida Association of Community Colleges (FACC))

2011 MEETING SCHEDULE

January 21 (Friday) – 2:30pm  General Body Meeting
Brandon Campus – BSSB 206

February 18 (Friday) – 2:30pm  Executive Board
Conference Call

March 18  (Friday) - 2:30pm  General Body Meeting
Ybor Campus – Room TBA

April 6  (Wednesday) - 2:30pm  Executive Board
Conference Call

May 13  (Friday) – 2:30pm  General Body Meeting
Brandon Campus – Room-TBA

June 10  (Friday) – 2:30pm  Executive Board
Conference Call

July 8  (Friday) – 2:30 pm  General Body Meeting
Ybor Campus – Room TBA

August 12  (Friday) – 2:30pm  Executive Board
Conference Call

September 9 (Friday) – 2:30pm  General Body Meeting
Brandon Campus – Room TBA

October 12 (Wednesday) – 2:30pm  Executive Board
Conference Call

November 4  (Friday) – 2:30pm  General Body Meeting
Ybor Campus - Room-TBA

December 1 (Thursday)-2:30pm  Executive Board Meeting
Conference Call
HCC/AFC Conference Call Meeting 4/6/2011
Meeting Called to Order 2:38 P.M.

Roll Call:
LaFran Reddin - President               Cathy Fuller – Treasurer
Marleatta Dean – President Elect        Kathy Williams
Carolyn Curtis                         Sherrie Colgain

Approval of Agenda
Motion to approve – K. Williams         Seconded – Sherrie Colgain

Approval of March Minutes
C. Fuller read minutes for March meeting
S. Colgain - motion to approve minutes as read         C. Curtis seconded

Region IV Conference
L. Reddin reported that 9 people have registered to attend the conference
Check sent and requisition for gas has been processed
Meet @ Brandon campus in front of conference center @ 6:45 A.M. leave @ 7A.M. LaFran will send out
e-mail to all that registered and indicated they wanted to ride in HCC van.
Julio Torres will be driving the van and S. Colgain is the backup driver.
HCC has a table reserved for our Fund raiser @ the conference. S. Colgain will be getting the basket
together and has the raffle tickets for the drawing.
C. Fuller question coverage @ the table and it was decided that all attending the conference would be
responsible to be sure the table was cover a little before, during, and a little time after the break.

Fund Raising Activities
Region IV conference raffle is our first fund raiser activity
April 30 and May 1 we will reserve a table @ $100.00 rental fee @ Regents Fun Fest for our second fund
raiser
C. Fuller noted food sold must be prepackaged...suggested a cooler to keep food fresh
S. Colgain suggested face painting but then decided she was not available that date so that was not an
option after all
C. Curtis suggested selling crafts. C. Curtis will sell her handmade jewelry and donate a certain
percentage to HCC/AFC fund. L. Reddin will send out a mass email to see if anyone has crafts they
would like to donate to HCC/AFC to sell.
C. Fuller suggested we make posters listing our items and prices. C. Fuller also suggested C. Curtis hold a
workshop before the event and the items could be sold at the event.
C. Curtis suggested we hold a auction as another option for a fund raiser. C. Fuller suggested we do an
online auction. L. Reddin suggested we table and discuss later as a summer fund raising event.
C. Fuller suggested that instead of the ice cream social we sell Smoothies as another fund raiser. She
will check into this to see what we need to do.

AFC Picnic
L. Reddin said Cindy Green has sent her all the info on the tentative plans.
Date: June 4th                Location: Hillsborough River State Park
ACF will provide Hamburgers and Hot Dogs
Pot Luck except for meat
Entrance fee to park is $6.00.

June 1, 2010 - May 31, 2011
Hawks in the House
C. Fuller suggested Cindy check into seeing if park could work out a deal on entrance fee.
L. Reddin will get back with C. Green on questions about entrance fee
There is an $80.25 rental fee and a $50.00 deposit fee that is refundable after event
L. Reddin will check budget to be sure funds are available.

L. Reddin requested a vote to provide funds for meat purchase. All agreed
C. Fuller suggested we contact Ronkel Williams to see if we could partner with the Wellness program for picnic activities. M. Dean said she is on the Wellness committee and would bring this proposal up at the next meeting.
M. Fontalvo was not available to discuss other activities she was to check on.
C. Fuller suggested we consider doing some time of project for the Progress Village residents that had storm damage last Thursday. C. Curtis said they need food, clothing, and a lot of elbow grease to get back on their feet.
C. Fuller suggested Marjorie contact the Television station to see who we could contact to offer our help and this would count as one of our service projects.
D. Driscoll is checking on a service project with the Humane Society she will get back with M. Fontalvo with more information.
L. Reddin said she has received numerous emails from people wanting to attend upcoming conferences.
C. Fuller suggested we review the budget before we make any commitments.
L. Reddin requested to attend the Administrative Professional Development Conference and wanted to request the registration fee from the AFC budget. C. Curtis and C. Fuller explained the conference was free to all HCC employees so it was not necessary to request those funds.

**HCC/AFC website is now online**
C. Fuller suggested the background color be changed

**Membership Drive**
L. Reddin suggested all campus reps send their ideas to Kim Baker

**Old Business**
C. Fuller wanted to know if any new information about our bylaws had been researched. L. Reddin said yes and that would be discussed in our next meeting. C. Fuller suggested that this be our number one priority at the next meeting.
L. Reddin wanted to know the thoughts about taking a summer break. C. Fuller suggested we keep in mind that the new term begins 6/1/11 and yes we should gear down during summer. This discussion was tabled until next meeting.
C. Fuller suggested meeting be adjourned C. Curtis seconded
Meeting adjourned @ 3:39 P.M.

*Minutes taken by Kathy Williams*
The meeting was called to order by the President, LaFran Reddin. The pledge was repeated and the roll was called, with a report from those officers who called and stated that they could not attend, Marleatta Dean, President Elect advised could not attend.

The minutes from the Chapter Conference Call Meeting on April 6, 2011 was read and approved. The May agenda was read and approved. (There was a special call meeting held on April 26, 2011 to discuss the June 4th Picnic with the Picnic Chair and other pressing chapter business).

**AFC June 4th 2011 -Picnic:** It was noted that the volunteer chairman for the June Picnic has resigned. All present advised that we could still move forward with plans for the picnic.

The Health Wellness Committee was represented by Denise Samide, advising that the Committee is willing to help make the event a success. After discussion it was decided that the Health & Wellness Committee would provide drinks & water for the picnic and sponsor games and other healthy activities at the picnic.

The Chapter is committed to providing meats, condiments and other needed supplies for the June 4th Picnic. It was decided we’d shout out to members to bring their best covered dishes. The picnic would be open to all HCC employees and their families.

The President agreed to check with Hillsborough River State Park officials for an admission procedure for Chapter members to enter and be compensated for the $6.00 park entry fee.

It was decided that the picnic would be held from 10:00am-2:00pm, with organizers asked to come early for set up.

**HCC-AFC BY-LAWS Review & Adoption:** The President advised that Article X of the current Chapter By Laws is being followed to proceed with the review and adoption of the changes and additions to the current Chapter By Laws. An e-mail was sent to all members on April 28, 2011, two weeks before the May 13th meeting date, advising of the review and adoption of the additions and/or changes to the current HCC-AFC Chapter By Laws. Copies of the old and new versions were attached to the e-mail.

After the discussion and review of the old and new versions of the By Laws, all members present agreed to change and add to our current HCC-AFC Chapter By Laws.

**Members present during the session:**
Kim Baker, Bryant Fayson, Teshia Minnifield, Joan Rogers, Michelle Thompson and LaFran Reddin. Kathy Williams had to go back to work; she was attending the meeting on her lunch hour. Attached you will find the revised copy of the Chapter By Laws and a copy of the e-mail sent to members before the meeting.

After much discussion and review, it was moved by Kim Baker to revise and adopt the HCC-AFC Chapter By Laws with the corrections and additions discussed. It was seconded by Bryant Fayson and with a majority vote the motion was passed. **Our new version of our Chapter By Laws are confirmed and adopted.**

Please see a copy with the changes highlighted and a copy of the e-mail sent out to our membership. Official copies will be post in public folders.

All hearts and minds clear the meeting was motioned to adjourn until further notice of the next meeting.
Humly submitted by,
LaFran Reddin, Note Taker and Chapter President
HCC-AFC CHAPTER BY-LAWS 2011 - REVISION
HILLSBOROUGH COMMUNITY COLLEGE
ASSOCIATION OF FLORIDA COLLEGES
CHAPTER BY-LAWS

ARTICLE I: NAME

The name of this organization shall be the Hillsborough Community College Chapter of the Association of Florida Colleges.

ARTICLE II: PURPOSE

The purpose of this Chapter shall be to promote the development and advancement of Hillsborough Community College, as it involves more actively individual members in carrying out the goals and purposes of the Association at the local level by:

1. Promoting increased communication and interaction among all employees and college trustees.
2. Providing a forum for discussion of issues which are of interest or importance to the entire college community, including, but not limited to legislative concerns.
3. Assisting the membership chair with the organization and execution of the annual membership campaign;
4. Establishing an election procedure for the selection of delegates to the Assembly of Delegates and voting representatives to each commission, as provided by the AFC Bylaws and Standing Rules

ARTICLE III: MEMBERSHIP

Membership in this chapter is open to both full- and part-time employees and retirees of HCC upon payment of the annual dues. Members of the HCC Board of Trustees are automatically classed as contributing members.

ARTICLE IV: MEETINGS

A. Chapter meetings will be held when called by the President. Annually, there shall be monthly meetings of the Chapter’s Executive board, and at least one General Membership meeting.
B. A special meeting may be called by the President or by the President-elect; or upon written request by five (5) members of the Chapter to the President or President-elect.
C. AFC Chapter members shall be given written notice at least two (2) weeks prior to meetings.
D. Five (5) members of the chapter, including a majority of the chapter officers, shall constitute a quorum.
E. A simple majority of those members present and voting shall constitute a forum for conducting business.
ARTICLE V: CHAPTER OFFICERS & EXECUTIVE BOARD

A. Officers of the Chapter shall be elected or appointed.
   1. Elected officers: President, President-Elect, Secretary, and Treasurer.
   2. Appointed officers: Legislative Representative, Publications Representative, Membership Chair, and Social Activities Chair, Campus Representatives (6).

B. Executive Board: The above officers and the Immediate Past President shall serve as the Chapter’s Executive Board. Duties of the Executive Board:
   1. Provide advice and consultation to the President on matters of interest to the Chapter
   2. Assist President in planning an agenda for regular meetings of the Chapter
   3. Review proposals from the state organization and develop and recommend policies pertaining to the Chapter as appropriate
   4. Develop other policy recommendations concerning Chapter affairs and submit them to the Chapter as appropriate
   5. Approve expenditures exceeding $100.00
   6. Vote on pertinent Chapter proposals and issues
   7. Select an auditing committee consisting of at least two members to review Chapter expenditures
   8. Approve the Annual Budget, proposed by the Treasurer

C. Term of Office: The officers (elected and appointed) shall serve for one year beginning July 1 except for the Treasurer who shall serve a (2) two year term beginning July 1. The President – Elect assumes the office of President at that time. The term of office shall be on a calendar year from July 1 to June 30.

D. Vacant Offices: If the office of the President becomes vacant, the President-Elect will become President for the remainder of the unexpired term. If the office of the President-Elect becomes vacant, a special election will be held. Other vacancies will be filled by appointment by the Chapter President, until the next scheduled election.

E. Election of Officers:
   1. A bid for nominations for officers shall be sent to the general membership in the first week of the spring term.
   2. Elections shall be held in the first week of June.
   3. Elections will be conducted using an online closed balloting system chosen by the Chapter’s Executive Board or an Appointed Nomination Committee. Those nominees receiving the majority of votes will be elected to their respective positions.

F. Removal and replacement of officers: An officer may be removed from office for nonperformance of duties, with consensus of the Executive Board, replacement to be appointed by the Executive Board until next election.
G. Duties of Officers:

1. The President shall:
   a. Call and preside at chapter meetings and executive board meetings.
   b. Make appointments of chapter officials.
   c. Represent the chapter on the Council of Chapter Presidents.
   d. Represent the chapter in official matters.
   e. Authorize expenditures from Chapter treasury of $100 or less if not already in approved Chapter budget.
   f. Request expenditures for region and state travel expenditures.
   g. Coordinate and approve all Chapter FSPD funds for travel by chapter members, submitting a year-end report to administration and monthly reports to the membership on FSPD funds.
   h. Appoint Campus Representatives (6)
   i. Appoint Standing Committees to include: Legislative, Publication, Membership, Social Activities/Awards.
   j. Appoint Ad hoc Committees as needed to include but not limited to the: Service Project Committee, Ron York Scholarship Committee, Fundraising Committee (Outline duties in writing, once established)
   k. Serve as ex-officio on all appointed committees.
   l. Collect and disseminate all chapter correspondence to specific chapter officers, committee chairs, campus representatives within 7 to 10 days of received, follow up to see that all records (financial, minutes, reports, travel requests) are posted in public folders and in the College records for viewing by membership.
   m. Perform such additional responsibilities as may be outlined in the chapter bylaws and for the good of the chapter.
   n. Act as liaison between the AFC Executive Board and the chapter members.
   o. Notify the Association's office in writing of any change in officers or status in the chapter.
   p. Maintain a notebook listing duties, responsibilities and procedures to be transferred to succeeding President.
   q. Perform such additional responsibilities as may be outlined in the chapter bylaws.

2. The President-Elect shall:
   a. Perform the duties of the President during his/her absence or disability.
   b. Coordinate fund-raising activities.
   c. Perform duties assigned by the President.
   d. Provide for an independent audit of the chapter funds at the expiration of the term of office of the Treasurer.
   e. Collect materials for and create Annual Chapter Book for submission to the State, by appointed deadline.
3. The Secretary shall:
a. Record the minutes of the meetings of the chapter and provide minutes to the Chapter President within 5-7 business days.
b. Work with the Publications Representative to distribute chapter information to Chapter and prospective members.
c. Maintain the official records of the chapter for transfer to succeeding secretary.
d. Develop the master calendar for the chapter, annually and work with the executive board to schedule activities, meetings, etc.
e. Conduct correspondence as necessary.
f. Perform other duties as assigned by the President.

4. The Treasurer shall:
a. Collect and forward dues, as directed, to the AFC Associate Executive Director for Membership and Professional Development in Tallahassee.
b. Collect and deposit all monies received by the chapter.
c. Propose an annual budget for executive board’s approval.
d. Safeguard and disburse any other chapter funds as authorized by the AFC Bylaws.
e. Report to the President on a monthly basis on the status of chapter funds, all accounts. The report shall include information showing income and costs associated with all financial transactions of the chapter.
f. Shall be responsible for the storage and security of all chapter financial records, to include all hard copies and electronic files, with records accessible to all elected officers of the chapter.

5. The Legislative Committee shall:
a. Provide a communication link between the AFC Legislative Committee and the chapter membership on all matters pertaining to legislation affecting the colleges.
b. Serve on the regional legislative committee.
c. Disseminate all pertinent legislative information to the chapter membership.
d. Serve as the official chapter spokesperson to the college’s legislative delegation.
e. Coordinate any chapter activities concerned with informing the delegation about legislation affecting the colleges.
f. Chair the college’s AFC Legislative network.

6. The Membership and Member Care Committee shall:
a. Organize and coordinate the annual AFC membership campaign.
b. Establish a membership committee, consisting of Campus representatives from each campus, with purpose of holding recruitment events throughout the year.
c. Provide to the AFC Chief Executive Officer a current listing of all AFC members at the college or campus.
d. Work with the AFC Member Information and Database Manager to ensure accuracy in the chapter’s membership listing.
e. Provide the AFC state office, in July prior to the Membership Conference and in October prior to the Annual Convention, with an official number of full-time college employees (this information is available from the college HR Dept.)
f. Ensure membership benefits information is provided to all members
g. Ensure members receive information on commissions of interest
h. Get monthly report from Treasurer for Payroll deductions to update membership database
i. Produce and distribute new member packet as needed

7. The Publications/History Committee shall:
a. Receive all copies of AFC Publications for distribution to the members of the college or campus.
b. Deliver copies of AFC publications to each member, via e-mail.
c. Work with the Secretary to distribute campus mailings, to include chapter flyers for announcing chapter activities & meetings.
d. Work with the Technology liaison to establish and maintain a Chapter website.
e. Work with the Technology liaison to ensure Chapter news and information is published on the AFC-HCC link/Chapter website.

8. The Social Activities/Awards Committee shall:
a. Organize all social functions for the Chapter.
b. Create and plan end of year chapter leadership awards ceremony

9. Campus Representatives (6) shall:
a. Work with the Membership chair as a recruitment team on their campus
b. Relay information from AFC/HCC president to campus members
c. Holds a position on the executive board and serve as a voting delegate
d. Facilitate the FAC/HCC functions at the campus level
e. Empowered to solicit members and non-members to assist with campus projects and activities.
f. Empowered to solicit chapter funds for campus membership drives and seed funds for campus fundraising and social events.
g. Empowered to come up with creative ideas, meet with campus members and follow thru with campus activities to meet the chapter membership drives and fundraising objectives.

ARTICLE VI: COMMITTEES

The Chapter President shall appoint Ad-Hoc committees on an as-needed basis. The President will seek to represent all campuses and levels.

ARTICLE VII: COMMISSION REPRESENTATIVES

A. All voting Commission Representatives shall be appointed by the deadline set by the State AFC office.
B. All Commission Representatives must be AFC members and shall serve on the
Commissions as outlined in the Bylaws of the Commission to which they are appointed.

C. Voting Representatives to the Faculty Commission shall be appointed by the Chapter Teaching Faculty or by the Chapter Executive Board, if the Chapter Teaching Faculty makes no appointments.

D. Voting Representative to the Student Development Commission shall be appointed by the Chapter Student Development members or by the Chapter Executive Board, if the Chapter Student Development members make no appointments.

E. Voting Representatives to the Career Employees Commission shall be appointed by the Chapter Career Employees or by the Chapter Executive Board, if the Chapter Career Employees make no appointments.

F. Voting Representatives to the Trustees Commission shall be determined by the Chapter Trustees membership.

G. The following commissions are established to carry out activities consistent with the Purposes of AFC:
   1. Administration
   2. Adult and Continuing Education
   3. Career & Professional Employees
   4. Communications and Marketing
   5. Equity
   6. Faculty
   7. Facilities
   8. Global Initiatives
   9. Institutional Effectiveness, Planning and Professional Development
   10. Instructional Innovation
   11. Learning Resources
   12. Occupational and Workforce Education
   13. Retirees
   14. Student Development
   15. Technology
   16. Trustees
   17. Health Care Commission

H. Commission representatives will be elected as necessary at the regular September meetings in accordance with the AFC Bylaws. The exception will be the appointment of the Trustee representatives who will be appointed by the President of the College.

I. Disseminate information to the Chapter membership as appropriate.

J. Organize a Chapter commission, as interests of employees deem necessary

ARTICLE VIII: FINANCES

A. The amount of individual membership dues shall be established by the AFC Assembly of Delegates at the annual state convention.

B. The Chapter Executive Board shall request an FSPD account designed to cover expenses incurred by the members. These expenses shall include travel, lodging, and registration fees for AFC functions. This account shall be coordinated through the Chapter President. The

June 1, 2010 - May 31, 2011
Hawks in the House
Chapter President shall designate ideally 50% of the total FSPD account to cover travel to the annual convention. The percent can be revised up to 60% with executive board approval. If no, or limited, FSPD money is available, members should request funding from their budgetary unit first. The chapter will attempt to fund necessary lodging and registration fees in an amount not to exceed 20% of chapter funds for the fiscal year for AFC functions for the Executive Board Members, State Officers, State Committee Officers, and State Commission Officers.

C. The chapter shall encourage fund-raising activities to be held on each campus. Proceeds from these activities shall be given to the chapter Treasurer. The chapter Treasurer shall maintain a record of fund raising proceeds by campus or commission. Chapter activities such as socials, gifts, and donations shall be covered by monies raised through fund-raising activities.

D. Members who meet the criteria listed in "HILLSBOROUGH COMMUNITY COLLEGE FAC C CHAPTER PROCESS FOR SELECTION OF ANNUAL CONFERENCES AND CONVENTION DELEGATES #5 shall be able to request funding from the chapter to cover lodging and registration fees for attendance at AFC events.

ARTICLE IX: DELEGATES TO AFC STATE CONVENTION

A. HCC chapter delegates to the AFC Assembly of Delegates shall be the College President, the Chapter President, and Chapter President-elect. The remainder of delegate slots shall be determined through a chapter appointment process based on the State AFC Bylaws.

B. Delegates who are relying on funding to travel will be selected as outlined below:

HILLSBOROUGH COMMUNITY COLLEGE AFC CHAPTER PROCESS FOR SELECTION OF ANNUAL CONVENTION DELEGATES

1. The Chapter President-Elect will be responsible for organizing and supervising the Process for selection of the Annual Conferences and Annual Convention Delegates.

2. A memo requesting interest in attending conferences and/or the annual convention will be sent to the appropriate membership no later than four weeks in advance of the meeting. The memo will include relevant forms to be filled out by AFC members interested in attending the convention or meeting.

3. The AFC Executive Board shall appoint the remaining delegates or attendees to the convention. Appointments will be made based on how many of the criteria noted below that the AFC member meets.

4. Criteria to be considered, in order of priority, are as follows:
   a. Current member of AFC in good standing who is active in the chapter.
   b. Committee work, attending meetings, chapter activities, special projects
   c. Past or present Chapter officer
   d. Past regional and/or state offices held.
   e. Length of continuous membership (one year minimum).
   f. Enlistment of new Chapter Members
   g. Current member of AFC.

5. All completed forms shall be returned to the President-Elect for submission to the President for signatures and submission for payment.
6. Members who are appointed as delegates or attendees must be willing to make oral and written reports of conference or annual convention activities to fellow College employees upon their return from the conference or annual convention.

7. Members who are not appointed as delegates who wished to attend conferences or the annual convention will be placed on an alternate list in order of priority. They will be selected if spaces become available.

C. General members who are able to fund their own travel may attend the conference. If they wish to be delegates, they will be selected as outlined in the attached “HILLSBOROUGH COMMUNITY COLLEGE AFC CHAPTER PROCESS FOR SELECTION OF ANNUAL CONFERENCES AND CONVENTION DELEGATES”.

D. Delegates to the Annual AFC Convention shall be selected by the deadline set by the State AFC office. Attempts will be made to appoint delegates to the Annual AFC Convention in proportion to the number of HCC chapter members in each category (Administration, Faculty and Career Service/Professional).

ARTICLE X: AMENDMENTS

A. These Bylaws can be amended by the majority of those present at meetings called to review and amend the bylaws providing that the notice of the meeting has been submitted in writing to the membership at least two (2) weeks prior to a vote.

B. These Bylaws shall be reviewed annually by the chapter members.

ARTICLE XI: PARLIAMENTARY AUTHORITY

A. The rules contained in the current edition of Robert’s Rules of Order, Newly Revised, shall govern the chapter in all cases to which they are applicable and to which they are not inconsistent with these Bylaws or the AFC Constitution or any special rules of order that the Committee may adopt.
HCC AFC HAWKS IN THE HOUSE
SOARING TO HIGHER HEIGHTS
2010-2011

BE BLESSED!

June 1, 2010 - May 31, 2011
Hawks in the House