Hillsborough Community College
Brandon Campus Advisory Council
Friday, April 20, 2012  10:00 a.m.
Minutes

Present:  Michelle Thompson, Nicole Bargeron, Misty Vorder-Bruegge, Lauretta O’Dell, Beth Smith, Danisha Zayas-Gonzalez, Randy Rockefeller, Nina Stokes, Dann Berkowitz, Laurie MacNicol, Krista Noren-Santmyer, Sabrina Peacock, Alessandro Anzalone, Sunshine Gibbons, Joan Rogers, Denise Samide (note taker)

Call to Order:  Joan Rogers called the meeting to order at 10:03 a.m.

Approval of Agenda:  Nicole Bargeron motioned to approve the agenda, and was seconded by Michelle Thompson.

Approval of Minutes:  Misty Vorder-Bruegge motioned to approve the minutes of the March 2nd meeting, and was seconded by Beth Smith.

New Business:

Review of Revised By-Laws By Committee:  Joan stated that there was an update to the responsibilities of the Chair and Co-Chair, and then opened the floor for discussion.  Alex Anzalone questioned student membership in the Campus Advisory Council (#3 in the Bylaws).  It was agreed that students are limited to two terms, but may be asked back. The words “after a year hiatus” were removed.

Misty Vorder-Bruegge motioned to approve the revisions to the By-Laws, and was seconded by Beth Smith.

Elections of New Chair/Co-Chair:  There were no volunteers for the position of Chair for the upcoming term; Beth Smith volunteered for the Co-Chair position.  Alex Anzalone moved to nominate Lauretta O’Dell to the position of Chair, which she accepted, and was seconded by Krista Noren-Santmyer.

Michelle Thompson moved to nominate Beth Smith for the position of Co-Chair, and was seconded by Nicole Bargeron.

Nomination of Delegates:  It was discussed and agreed that the current delegates will continue to serve in the upcoming term.  Current delegates are:  Dann Berkowitz, Michelle Thompson, Sunshine Gibbons, and Randy Rockefeller.  Kristen Noren-Santmyer volunteered to be a delegate for the 2012-2013 academic year.

Campus Emergency Procedures:  Sabrina Peacock spoke to the Council about the lack of written emergency procedure policy, in response to recent medical emergencies that have taken place on the Brandon Campus.  There is confusion as to whether Campus Security should be notified first, or 911 emergency services.  The current (unwritten) understanding is that Campus Security must be notified first to assess the situation, and then Security will make the call to emergency services if deemed necessary.  This action could endanger the life or safety of the person requiring assistance and valuable
time is lost. Sabrina has presented this issue to Steve Shield, Director of Risk Management, who indicated that he will investigate our current emergency procedures, and get a policy in writing.

It was also noted that emergency procedure flipcharts are not located in every classroom and main office area. Denise Samide indicated that this was an item on a Brandon Campus Safety and Loss Prevention Committee meeting a few years ago, and at that time the budget was being reviewed for the purchase of new flipcharts for each classroom, per an email from Steve Shields, but doesn’t ever remember these new flipcharts being received. This item will be presented at the next BCSLPC meeting.

**General Updates:**

**Wellness Committee:** Nicole Bargeron spoke about the initiative to get more campus participation in completing the Health Risk Assessment through Cigna. These assessments give the College an opportunity to get lower health insurance premiums for the following year. Those who complete the HRA between now and June 30th will be put in a drawing for an Apple iPad.

**Relay for Life:** The Brandon CAC team for Relay for Life received the Bronze Level Sponsor. They raised $1,000.00 for this event. Misty Vorder-Bruegge thanked everyone for their participation, and also indicated that enough money was raised to pay for next year’s registration.

**Health Care Consulate:** A Senior Prom event was announced by members of the Health Care Consulate.

**Medical Brigades:** Krista Noren-Santmyer announced the formation of a new club on the Brandon Campus named Medical Brigades. This club was designed to help medical professionals travelling abroad. Their hope is to be able to turn this club into a Service Learning course.

**Tobacco-Free Initiative:** Sabrina Peacock indicated that there is a meeting scheduled with Dr. Atwater next Friday. The start of this new initiative has been pushed back to January 1, 2013. The Fall 2012 semester will focus on smoking cessation programs in preparation of the January start of our smoke-free campuses.

**Adjournment:**

A motion to adjourn was moved and seconded; and the meeting adjourned at 10:35 a.m.