1.0 GENERAL FUNCTIONS

1.01 Call to Order

Mr. Pittman called the meeting to order at 4:01 p.m.

1.02 Pledge of Allegiance

1.03 Invocation

1.04 Roll Call

The following Trustees were in attendance:

Mr. Drew Pittman
Mr. James Burt
Mrs. MarDee Buchman
Mr. Randall Reid

1.05 Welcome to Guests and Staff Members

1.06 Foundation Report

Mr. Farrukh Quraishi, Interim Executive Director, provided the Board with a summary of activities during September:

- The Hillsborough Community College Foundation (HCCF) 2012-2013 audit report had no findings and no internal recommendations;

- HCCF held a Board Retreat on Saturday, September 7 at Mise en Place. Seven Board members participated in the retreat including Ms. Buchman, Board Liaison to the Foundation;

- A check was received from the Tampa Bay Rays Foundation for $10,000, which was presented on the field at the Rays v. Red Sox game on September 10, 2013. Ms. Buchman, Mr. Pittman, Adrian Marullier, Commissioner Ken Hagan were all present to receive the check;

- 168 guests attended The Scholarship Partners Breakfast at the Centre Club on September 20, 2013;
- Ron Rotella, Executive Director of the Westshore Alliance, and Ann Kulig, Westshore Alliance Staff Marketing Director, met with the Foundation to discuss promoting the "Taste of Westshore" event which will be held at the Dale Mabry Campus on Sunday, October 6 from 1PM to 4PM;

- TECO Energy issued a $10,000 challenge as presenting sponsor for the VETS Symposium on October 26, 2013. TECO will match all donations to the program up to $10,000. In addition to providing scholarships, SunTrust Schools Federal Credit Union, Cutler and Associates and USAA are all providing support.

Mr. Quraishi summarized the major gifts report. The report, sent to the Board under separate cover, included the following donations for August 2013:

- Hillsborough Education Foundation, Inc.; The Florida College System Foundation, Inc.; The Bailey Family Foundation; Scholarship America; Community Foundation of Tampa Bay, Inc.; ACT Wal-Mart; KML Foundation, Inc.; International Scholarship and Tuition Services, Inc.; Community Foundation of Tampa Bay, Inc.; Florida Strawberry Festival, Inc.; SMART Scholarship Funding Corp.; The Beverly Beall and R. Kemp Riechmann Foundation; Freedom Plaza Scholarship Fund, Inc; Interstate Realty Management Co. Education Foundation; United Community Church; ChairScholars Foundation; The Good Shepherd United Methodist Church; Center for Scholarship Administration, Inc.; BETH-EL Farmworker Ministry, Inc.; East Naples FL Kiwanis Foundation, Inc. Service; GFWC Lutz – Land O’ Lakes Women’s Club, Inc.; Interfaith Social Action Council of Sun City Center, Inc.; Sarasota Family YMCA, Inc.; Community Foundation of Collier County; Hansen-Furnas Foundation, Inc.; Jason Ackerman Foundation; WREC Educational Foundation, Inc.; Ronald MacDonald House Charities, Inc.; Arbitration Forums, Inc.; Career Opportunities Through Education, Inc.; Children’s Cancer Center, Inc.; Plant City Rotary Foundation; Showfolks Retirement Village, Inc. Scholarship Fund; Tampa Florida Chapter National Football Foundation; I Have a Dream Foundation; Children of Fallen Patriots Foundation; Central Plains Center for Service; Board of County Commissioners, Polk County, FL; Brandon ’86 Rotary Club, Inc.; Friends of Section 9 Wrestling; Fundacao Antonio Amaral; GFWC Women’s Club of Plant City, Inc.; Good Samaritan Mission, Inc.; Greater Plant City Chamber of Commerce Foundation, Inc.; Irving Pressley McPhail; Lee Memorial Health System; Martin County Administrative and Supervisory Association; Navy Supply Corps Foundation, Inc.; Oak Hill Hospital Volunteer Association, Inc.; Old Second Wealth Management; Plant City Lions Foundation, Inc.; Rotary Club of Tarpon Springs; The Charitable Foundation of Islands, Inc.; The Spartanburg County Foundation; The Spartanburg County Foundation; Verizon Foundation MIP; Ybor City Chamber of Commerce.
Additional gifts were received from:


Dr. Atwater thanked Ms. Buchman and Mr. Burt for attending the annual Scholarship Breakfast.

1.07 Faculty, Staff and Student Recognitions

1.07.01 The HCC Women’s volleyball team is currently ranked third the nation, the highest the team has ever been ranked. Their win-loss is 13-1 and 3-0 in the conference. Fox News Anchor, Kelly Ring, was at the Dale Mabry campus today and will feature the volleyball team on Fox’s “What’s right with Tampa Bay”. The 13 active players on the roster have an average GPA of 2.9.

1.07.02 HCC’s Culinary Competition team competed at the Florida Restaurant and Lodging Association’s Annual Conference in Orlando. They were the only team in Tampa Bay to place, receiving a bronze medal. Students volunteered to be on the team and began preparations over the summer. Fred Jaeger, Program Manager, and Sandy Malley, Assistant, helped prepare the students for the competition.

1.07.03 Two librarians, Ybor’s Alicia Ellison and Brandon’s Jeremy Bullian, were recently published in the Journal of Web Libraryship; the two co-authored “Building a Low Cost, Low-Labor Library Web Site at Hillsborough Community College”. They will present their article as panelists at the Internet Librarian 2013 Conference next month.

1.07.04 SouthShore Campus Highlights:

Dr. Allen Witt, Campus President, welcomed the Board to the SouthShore campus on the occasion of the campus’ fifth anniversary.

A study conducted in 2005 prior to the construction of a fifth campus expected the campus to serve 3,225 students by 2025. In reality, the 6,086 students enrolled by the 2011-12 academic year exceeded all projections and expectations.

Dr. Witt stated that Rob Wolf, Senior Vice President, laid the groundwork for the campus’ success, making the initial contacts with community leaders. Dr. Witt also thanked Dr. Carlos Soto, Brandon Campus President, for saturating the community with information about the College and creating the Sun Point Center, the precursor to the campus.

Dr. Witt added that another reason for the campus’ success was the incredible dedication to customer service. The campus opened at a time when everyone was looking for a job. Because of this, the College was able to choose a very talented faculty and staff. Recent data reflected that 43% of students who graduated from Lennard High
School entered HCC; the percentage of students who entered USF was less than 1%. In addition, graduates from East Bay High School, an AP Magnet School, were seven times more likely to enter HCC than USF.

Dr. Witt announced that an Amazon Fulfillment Center will be built one block from the college and is expected to employ over 1,000 workers but the spin-off effect will be thousands of job openings for people with children who will eventually come to the SouthShore Campus. Additional schools, housing developments, a YMCA will be built in the next few years.

Dr. Witt then introduced Shiela McCants, Enrollment Development Coordinator, who spoke briefly about the Student Ambassador’s Program. Student Ambassadors assist in everything from recruiting, assisting with the registration process, completing applications, conducting open houses and tours, to prospect phone calls and more. Ms. McCants went on to discuss success stories of the student ambassadors currently enrolled and those who have moved on to university.

Dr. Witt thanked Yama Serrano, Student Dean; Craig Hardesty, Academic Dean; and Kathy Jacobs, his Executive Staff Assistant. He also introduced the new Student Government Association officers, president, Saika Viard; Eric Vargas, Vice-President; Brad Richlin, Secretary and Brianna Lebron, Treasurer and thanked them for their hard work.

1.08 The Chair recommended adoption of the Agenda as amended, and approval of all agenda items marked “Consent”.

After due discussion and consideration, Mr. Burt made a motion of approval, seconded by Mrs. Buchman, with approval given by aye vote of all members present.

1.09 The President recommended approval of the minutes as follows:

**August 28, 2013 [Budget Workshop]**

**August 28, 2013 [Board Meeting]**

After due discussion and consideration, Mr. Burt made a motion of approval, seconded by Mrs. Buchman, with approval given by aye vote of all members present.

1.10 The President recommended approval of Administrative Rule 6HX-10-5.02 Grading System, as amended.

After due discussion and consideration, Mr. Reid made a motion of approval, seconded by Mrs. Buchman, with approval given by aye vote of all members present.
1.11 The President recommended approval to advertise of Administrative Rules 6HX-10-2.14 Equal Employment Opportunity; and 6HX-10-2.15 Non Discrimination.

After due discussion and consideration, Mrs. Buchman made a motion of approval, seconded by Mr. Burt, with approval given by aye vote of all members present.

2.0 HEARING OF STUDENTS

3.0 HEARING OF CITIZENS

4.0 HEARING OF FACULTY AND STAFF

5.0 HUMAN RESOURCES

5.01 The President recommended approval of the employment of the following employees. These full-time employees will be compensated in accordance with the BOT approved Salary Schedule.

After due discussion and consideration, Mr. Burt made a motion of approval, seconded by Mrs. Buchman, with approval given by aye vote of all members present.

5.02 The President recommended approval of part-time faculty and staff employment recommendations for Term 13/FA. Each part-time employee will be compensated in accordance with the BOT approved Salary Schedule.

After due discussion and consideration, Mr. Burt made a motion of approval, seconded by Mrs. Buchman, with approval given by aye vote of all members present.

5.03 The President recommended acknowledgment of employment separations.

After due discussion and consideration, Mr. Burt made a motion of approval, seconded by Mrs. Buchman, with approval given by aye vote of all members present.

6.0 EDUCATIONAL PROGRAMS & STUDENT SERVICES

7.0 INSTITUTIONAL SERVICES

7.01 The president recommended review and acceptance of the annual audit of the Hillsborough Community College Foundation, Inc. for the Fiscal Year 2012-2013.
After due discussion and consideration, Mrs. Buchman made a motion of approval, seconded by Mr. Reid, with approval given by aye vote of all members present.

8.0 **FINANCIAL SERVICES**

8.01 The President recommended approval to proceed with the issuance of a Request for Proposal (RFP) for private financing of up to $12,000,000, to fund two critical capital projects: new construction at SouthShore; and renovation and remodeling of the Technology Building at the Dale Mabry Campus.

Ben Marshall, Director of Facilities, Planning and Construction, introduced Mr. Larry Wilder of Wilder Architecture who presented a conceptual design for the Dale Mabry Technology Building.

Mr. Marshall also introduced Carey Llazari and Mike Vascellaro from Reynolds, Smith and Hills, who presented a conceptual design for a new building for expansion of the SouthShore Campus.

After due discussion and consideration, Mr. Burt made a motion of approval, seconded by Mrs. Buchman, with approval given by aye vote of all members present.

Mr. Pittman reminded everyone that the Board has spoken at length about this very worthwhile project and held workshops on several occasions; and the decision to move forward with this project was not taken lightly.

8.02 The President recommended approval of Budget Amendment No. 2 to the contract with Skanska USA Building, Inc. establishing a Guaranteed Maximum Price totaling $368,018, for the replacement of the Air Handling Unit that services the Ybor Building (YBOR) located at the Ybor City Campus.

After due discussion and consideration, Mrs. Buchman made a motion of approval, seconded by Mr. Burt, with approval given by aye vote of all members present.

8.03 The President recommended approval of Amendment No. 4 to the contract with Williams Company Tampa, establishing a Guaranteed Maximum Price totaling $409,298, for the replacement of the Air Handling Unit that services the Technology Building (BTEC) located at the Brandon Campus.

After due discussion and consideration, Mr. Reid made a motion of approval, seconded by Mrs. Buchman, with approval given by aye vote of all members present.
9.0  **ADMINISTRATIVE REPORT**

9.01 Dr. Atwater suggested holding a Board Workshop in October to discuss how best to utilize the Dale Mabry Campus front-yard parcel. All Board members stated their flexibility to meet and discuss this project further.

9.02 Dr. Atwater provided the Board with legislative materials and information; he encouraged the Board to meet with delegates to close the gap on compression funding.

9.03 Dr. Atwater stated training on the Diligent Board Books software would be scheduled as soon as the equipment is received.

9.04 Dr. Atwater stated that Rob Wolf, Senior Vice President, is retiring after 28 years of service. Mr. Wolf has assumed the role of CEO for Galen College of Nursing. He asked the Board to join him in thanking Mr. Wolf for his service to Hillsborough Community College.

10.0  **LEGAL REPORT**

11.0  **HEARING OF BOARD MEMBERS**

12.0  **ADJOURNMENT**

There being no further business, the meeting adjourned at 5:01 p.m.