Call to Order: The meeting was called to order at 9:07a.m.


Secretary: Tollie Banker

Absent: Diego Grilli, Todd Huffman, Peggy Gleason, Kristen Piper

Approval of Agenda: Dave Worley made a motion to approve the agenda. June Fishbourne seconded the motion.

Approval of Minutes: Natalie Bisciglia made a motion to approve the minutes. Marleatte Dean seconded the motion.

Chair’s Report: Absent

Administrator’s Reports:

Yaima Serrano, Dean of Student Services

Sara Cooke is the new SGA advisor

Interviewing for EDC next week

Enrollment is flat

Dr. Craig Hardesty, Dean of Academic Affairs

Introduction of New Faculty- Tom Carty (Math- Tenure), Denise Bristol (Biology- Tenure), Shawn McKinney (Philosophy- Tenure), Kristin Thomas (Biology- Tenure), Diane Alvarez (English- One year)

Dean Hardesty’s will compile the information he received from faculty regarding Committee participation for Fall 2013 and will forward the list it to all faculty members as well as a list of all current HCC Campus Wide Committees that need additional members

Request for faculty to set up dates for classroom observations

Janet Willman and Dean Hardesty worked to create an unofficial evaluation form for online course observations. District is in the process of creating an official version.

Cutler Associates selected as the construction company for the new science building. Dean Hardesty requests faculty input on technology going into the classroom and would like to organize a faculty committee to visit the studio to observe what is available.
Dr. Witt, President of SouthShore Campus

Moving towards Building Two - SouthShore Science Building- Board voted to hire architect and construction manager but as of yet have not voted on funding. The vote should come in either the September or October Board meeting.

There are now two Lenard Academies including the recently added a freshmen academies (75 students) which will be held at the high school. These numbers have not yet shown up in SouthShores' FTE

Summer Library Reorganization successful.

The ASC has now been divided with the Math lab moving to two classrooms in the portables.

Working towards creation a new cross campus position that will increase academic success and retention

Student Government Association moved to portable which has increased space in student center. Additionally, the old SGA advisor’s office now used to create quite study area.

Amazon will most likely place major distribution center at SouthShore Corporate Park which will bring about 3,000 new jobs to the Ruskin Area. Additionally, there will be a new elementary school (fall 2015) built on Shell Point Road. Some concern on impact on the campus traffic pattern.

Request for Food trucks approved by the board. The first week has been very successful. The campus will work towards improving dining experience by providing tents and music.

Mike Glasgow (CEO of Tampa Bay Food Truck Rally) Event Catering Company that contracts with private vendors

CAC Member’s Questions and Concerns regarding the Food Trucks included: (1) question of pricing; (2) shade while waiting in line; and (3) truck schedules. There was an additional request for the Coffee Truck to come more often, as well as a request for specialized items.

Mike said he will work on addressing these questions and concerns. Please have the campus continue providing feedback to him.

Standing Committee- None at this time

Announcements:

Ruskin Historical Society – Library/ Ruskin Historical Society Collaboration includes artifacts as well as a digital preservation of photographs and letters

Ad Hoc Committees:

Create by-law Committee- tabled until next meeting

Old Business:

Discuss Faculty/ Student protocol for Meetings- Tabled until next meeting

Question regarding old agenda
Enrollment is up despite being down last spring. Helped by late start classes and online courses. District is down 9%.

Drawing Class – offered last spring at the Firehouse. The class had an enrollment of 16 students and will be on the schedule for next spring

5K – Shelved until there is more interest. Possibly work with a Student Club and SGA

P4P- Students limited to 25 pages a day

**New Business:**

Student Glossary- Advising creating glossary for commonly used terms and would like additional input from faculty and staff

Food Truck- Discussed in administrator’s report

Big Draw- On Oct 5, 2013 the Firehouse will host an International Drawing Event that will last from 3Pm-7PM. If you would like to volunteer, contact Natalie Bisciglia

Ruskin Firehouse – Located a mile down the road, the Ruskin Firehouse is the only flexible cultural center located in this corner of the county. It not only provides classes but it also hosts both free and paid cultural events. If you would like to volunteer, contact Natalie Bisciglia.

**Open Hearing:**

Michael Wilt, acting President of PTK, asked for faculty to mention PTK in classes to encourage student

Second Floor Student Women’s Bathroom’s handicap stall without running water and a light bulb out.

Facility Work Orders should be sent to Dean’s Office.

Hiring a new facilities clerical assistant who will help respond to work order requests and give approximate date of completion.

Upgrade of projectors will happen in stages beginning in December. Additionally will provide a demo for the new projector control screens. As of right now, the room for the demo has not been determined.

SGA will have student elections next week. Beginning on September 10th students running for SGA positions will present campaign speeches to the student body. Student voting will begin September 11th and 12th. Write in nominations will be accepted.

Faculty Club Advisors needed.

If you are interested, please see Sara Crooke.

**Adjournment:** The meeting was adjourned at 10:29 by Dave Worley and seconded by June Fishbourne.