SouthShore Campus Advisory Council
Meeting Minutes
October 4, 2013

Call to Order: The meeting was called to order at 9:03AM.

Cert of Quorum: Anthony Sardone, Natalie Bisciglia, Peggy Gleason, Sara Crooke, Pavic Zoran, David Worley, Kathy Braund, Michael Wilt, Christina Sanchez, June Fishbourne, Tom Carter, Kristen Piper, Wanda Ocasio, Yaima Serrano, Marlette Dean, Diego Grilli, Karen Boosinger, Saika Viard, Wendy Pogoda, Moheb Ishak, Shawn McKinney, Kristine Thomas, Tollie Banker

Secretary: Tollie Banker

Absent: Todd Huffman, Mustapha Lahrach

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 with corrections. Shawn McKinney seconded the motion.

Chair’s Report: Absent

Administrator’s Reports:

Yaima Serrano, Dean of Student Services

    Introduced new EDC enrollment coordinator Kristina Sanchez.

    Two part-time employees have left Student Services. The department is currently in the process for interviewing for one of the positions.

Dr. Craig Hardesty, Dean of Academic Affairs- Absent

Dr. Witt, President of SouthShore Campus - Absent

Standing Committee- None at this time

Announcements:

Tampa Bay Heart Walk (June Fishbourne)

    SouthShore has two teams - (1) Student Nursing Club and the other (2) Campus SouthShore Team. Please join either team.
Ruskin Head Start Toy Drive (June Fishbourne)

Head Start and SouthShore will work together again to help buy toys for children. Head Start will provide names and gift requests which will be available on the Christmas tree in the Administrative office (room 223) by Veterans Day—November 11, 2013. Please take an ornament and note the name of the child you have chosen on the sign in sheet. The gifts need to be delivered unwrapped by the SouthShore by (TBD). If you still want to participate but do not have time to shop, please notify June Fishbourne. SGA and campus clubs will be allowed to participate.

Ad Hoc Committees:

Create by-law Committee-

Peggy requested the start of a new committee to review and revise current SouthShore CAC by-laws. This committee will help establish rules regarding fluctuating member numbers as well as encourage greater student participation.

Volunteers include Wendy Pogoda, Tollie Banker, Shawn McKinney, Kathy Braund, Peggy Gleason and Moheb Ishak. The committee will remain open for a week to allow for students to join. If you have a student that might be interested please contact Tollie Banker.

Old Business:

Discuss Faculty/ Student protocol for Meetings

Janet Willman is concerned about potential problems between faculty and meetings with individual students. She requested a committee be established to create a written protocol to address these situations.

Additional questions regarding the protocol for an active shooter. HCC is supposed to be creating a protocol but it has not been published. Natalie suggested that the issue be brought to IAC. If there is a question regarding a potential threat please see Yaima Serrano.

Glossary

In response to low customer service reviews, Student Services is working towards creating a dictionary to help students with common college terminology.
So far there are 70 common terms. The list can be found under public folders. It will be sent to Yamia Serrano and then to the HCC Legal Department.

Big Draw

Natalie Bisciglia reminded everyone that October 5th is the Big Draw Event at the Firehouse Cultural Center in Ruskin. It is a free event, open to everyone. If anyone needs any volunteer hours, please contact Natalie Bisciglia.

New Business:

Peggy has instituted a new tardy policy for CAC. If you show up late you will be fined a dollar which will be paid to Peggy Gleason or Tollie Banker. Also included are those who do not show up and do not notify Peggy prior to the meeting.

SGA has upcoming events including a day at SeaWorld on November 1st. If students want to sign up they need to stop by the SGA office and sign the student travel agreement. Students should notify faculty members; however, they are not required to do so. Students have to have at least a 2.5 GPA and have 6 credit hours at the SouthShore campus to participate in SGA’s events. If faculty or staff members want to attend, please let Sara know. All attendees must ride the bus. No one will be allowed to drive himself or herself.

SGA has created a new SouthShore SGA Facebook page which will announce upcoming event. Sara Crook will also email the list of events with additional request for faculty assistance. SGA is working towards creating an educational component to their events.

Wendy Pogoda asked if there had been any repercussions impacting HCC in light of the current government shutdown. As of October 4th the college has not been impacted.

Campus Christmas party is December 13th at the Renaissance Center. Cost will be determined. There will be a gift exchange.

On December 6th SouthShore will be hosting the Mathematical Association of America’s Regional Math Conference. It is open to students and faculty. Conference fee will be $10. If you are interested in attending the event, contact Wendy Pogoda.

Pay for Print will go live on October 31st. Students will not have any “free” copies and will be required to pay for every print. Students will be able to add funds either online or at the bursar’s office. Guest cards will be available in the bookstore for $5 dollars. If you have any questions, please contact Tollie Banker.
The Student Success Center’s numbers are down. Problem is with the sign in logistics.

Open Hearing:

**Adjournment:** The meeting was adjourned at 10:45AM by Peggy Gleason and seconded by David Worley.