Hillsborough Community College

Davis Islands Advisory Council
December 12, 2008
Room 113

Attendance: Ryan Buckthorpe, Jim Connolly, Eileen Menendez, Michele Menendez, Laura Moses, Sarah Morgan, Edna Murphy, Carol Southard, Millie Velez, Nancy Ferrara (note taker), Kenneth Ray (ex-officio)

Call to Order: Laura Moses called the meeting to order at 9:05 a.m. and affirmed a quorum was established.

Approval of Agenda: A motion was made by Michele Menendez and seconded by Edna Murphy to approve the agenda.

Approval of Minutes: The following corrections were noted to the November 13, 2008 minutes:

Chair Report: Laura reported on the IAC meeting which was held at the Plant City campus on Friday, November 7. She said that Barbara Larson, Vice President Administration/CFO made a presentation to the IAC on the financial status of the college.

Ex-Officio Administrator: The council is thinking of someone to replace John Huerta as ex-officio of the Council who is no longer at the college. Suggestions included Dr. Ken Ray as the first choice followed by Dr. Bruce Judd. Laura would ask Dr. Ray. Mr. Wolf was asked but declined our invitation.

IAC SouthShore (Car Pool): The next IAC meeting will be held at the SouthShore Center, which will be a long drive from District. Laura asked whether the council members wanted to carpool to SouthShore instead of everyone taking their cars.

DIAC Bylaws: Changes needed to be made in some areas of the bylaws, since at the meeting with the President, she agreed that membership need not be by floor, or department, since it might place a burden on a few people or a few departments.

Administrative Report: Ryan Buckthorpe reported on the IAC meeting. There were only four people attending from District, therefore, we did not have a quorum. The website is of extreme importance. All the other campuses have completed their web sites. They were pleased to hear that we are working on ours but would like us to expedite it. The Ad Hoc Committee for the Campus Olympics stated there was a lack of participation for this group. Laura Moses indicated there may have been a mix-up in communication as she never received any follow-up from Katen. They still want people to participate. Dr. Robinson gave a well attended presentation on First Week Principles. This basically follows the rules we already have in place. Faculty were very excited to hear this. The next step will be with the Academic Affairs committee.
and Financial Aid were also excited. If we follow our rules and be consistent, we should have more successful students.

**Chair Report:** Our meeting will be cut short today due to our picture-taking at 9:30 a.m. and the awarding of the next TOPS award at 9:45 a.m. The President’s Open Forum starts at 10:00 a.m.

**Old Business:**

**Ex-Officio:** Dr. Ray has accepted our invitation to serve as Ex-Officio for our group. Dr. Ray thanked everyone for thinking of him and is looking forward to learning what the CAC does.

**Plaque for Tree:** Eileen gave a draft to Dr. Garcia of what will go on the plaque, as she indicated she wanted to review it. Sarah and Eileen will go ahead and order. Jim Connolly will install the plaque.

**By-Laws:** Carol Southard provided updated copies of the bylaws. Eileen made some suggestions. Carol will insert changes and bring to the next CAC meeting. A motion was passed to study the new changes at the next meeting by Eileen and seconded by Michele Menendez.

**Employee Workout Program:** This was tabled for our next meeting.

**Boardwalk Planters in Progress:** Laura brought copies of vendor flyers showing available planters. Eileen and Jim will go ahead and make the decision on what to order. They have agreed on a planter. Carol asked the question if we put a bench out there does that qualify it as a smoking area. The answer was no. A survey was sent out and two areas were chosen and submitted to Steve Shields. However, that was not one of the areas picked. Steve needs to decide what area he wants.

**TOPS Award:** We will be presenting the TOPS award to Tia Vickers this morning.

**Volunteer for Metropolitan Ministries:** Laura spoke with Donna Miller in H.R. There are currently no provisions to volunteer during college time but she thought it was a good idea. It would look very good if the college did this. Maybe we can look at this again next year.

**New Business:**

**Website:** Laura would like to call a small group meeting for sometime next week to work on our web page. Email her if you would like to meet. Look at the website and see if we want a brief paragraph from Dr. Stephenson. She did it for the whole IAC.

Laura would like to brainstorm some new goals for the coming year and possibly have a goal workshop. January will be a great time to talk about it.
Institutional Advisory Committee - The next IAC meeting is Friday, February 6, 2009 at Ybor.

Davis Island Advisory Committee - The next DIAC meeting is Friday, January 9, 2008 at 10:00am.

Adjournment: A motion was made by Eileen Menendez to adjourn the meeting at 9:35 a.m; Motion seconded by Michele Menendez.