Call to Order: The meeting was called to order at 9:01AM.

Cert of Quorum: Zoran Pavic, June Fishbourne, Natalie Bisciglia, Rich Cervetti, Rick Chorzelewski, Christina Sanchez, Chris Hazzi, Peggy Gleason, Sara Crooke, Saika Viard, Kristen Pieper, Carmelo Sotomayor, Craig Hardesty, Anthony Sardone, Michael Wilt, Kathy Braund, Tom Carty, Todd Huffman, Wanda Ocasio, Diane Alvarez, Mustapha Lahrach, Thea Nicolaides, Kimberly French, Sheila McCants, Tollie Banker

Secretary: Tollie Banker

Approval of Agenda: June Fishbourne made a motion to approve the agenda. Kathy Braund seconded the motion.

Approval of Minutes: Natalie Bisciglia made a motion to approve the minutes. Anthony Sardone seconded the motion.

Chair’s Report: (Peggy Gleason) At last month’s CAC meeting, Jeff Copeland presented on what to do in case of an active shooter. P4P was also discussed. The roll out date has been pushed back until Spring 2014. Some concern was expressed over why people cannot use debit cards. This issue is being addressed. Toilet paper was also a concern at SouthShore as well as Plant City. Broke out into small groups. Please remember to save the date for the Spring 2014 Student Excellency awards which will be held on April 11th.

Administrator’s Reports:

Yaima Serrano, Dean of Student Services (Presented by Sheila McCants)- Student Services has been very busy and students are happy with the quick service. The Christmas door decorating contest will be judged today. The campus has received a grant for an MLK day of service. There are volunteer opportunities at Backpack on a Mission. If you are interested in donating a Wednesday evening once a month, contact Peggy Gleason.

Dr. Craig Hardesty, Dean of Academic Affairs- Fall semester 2013 has gone very well. As of December 2013, Spring 2014 enrollment is up 11.1%. Dean Hardesty indicated that the fall and spring enrollment increases suggests the class schedule is working well and also indicates the increase of online courses being offered at SouthShore. The new building is progressing. All meetings concerning design have concluded and there should be a ground breaking ceremony held in early Spring 2014. SouthShore will host the Mathematical Association of America annual conference, the campus’ first academic conference, in December. Wendy Pogoda has done a wonderful job planning SouthShore’s conference. Kristen Pieper has been hired fulltime. Dr. Lahrach has tied for the NISOD award.
Dr. Allen Witt, President of SouthShore Campus — There has been lots of local construction near the campus. Thompson Elementary School, the largest school of its type in this portion of the county, is being built off 21st and Shell Point Road. Plans for building the Amazon distribution center are progressing quickly and the subdivision beside campus is going up quickly as well. All of this construction will bring increased traffic flow to the campus. As of right now there are no plans to add any traffic lights; however, a new exit off I75 onto 19th street looks promising. Enrollment for Spring 2014 is going well at 11.1% and appears to be increasing. Distance Learning Classes are up 56% from last year. SouthShore will hopefully be able to add additional faculty and staff in the upcoming years to meet this growing need. The HCC Board of Trustees met last week at Brandon and approved and accepted the lowest proposal for the new SouthShore Building. SouthShore will advertise for a permanent Dean of Students next week and the committee, chaired by Todd Huffman, will begin the search process in early Spring 2014.

**Standing Committee:** - None at this time.

**Ad Hoc Committees:**

By-law Committee - (Tollie Banker) This committee will meet in January.

**Old Business:**

Tampa Bay Heart Walk (June Fishbourne/ Sara Crooke) Despite the rain, the Heart Walk was a good experience and fun was had by all!

Ruskin Head Start Toy Drive (June Fishbourne) All of the hands have been taken and June Fishbourne would like to thank everyone for their support! Please remember to bring in your gifts by Monday, December 9, 2013. There will be a wrapping party on December 13, 2013 at 9:00AM. Everyone is also invited to the Headstart Christmas party (where the presents will be distributed) on Monday December 16th, 2013 at the Ruskin Senior Center.

SGA Food Drive (Sara Crooke) The Food Drive went very well!

**New Business:**

FSPD - (Rich Cervetti)- Rich Cervetti announced that at their last meeting the FSPD had a discussion concerning the requirement for all individuals who received FSPD funds to present to a post conference committee as well as the CAC. It was noted during the meeting that the CAC requirement had been changed. It was also noted by Mustapha Lahraich, the head of the former Post Conference Committee, that the post conference committee had been frozen at the end of Spring 2013 until further discussion could be had. In light of this discussion, June Fishbourne reminded CAC that the committee was initially created as a way for individuals to share conference information with the rest of the campus community. It was not established to decide who should receive funding in the future. Peggy Gleason suggested that this, the creation or dissolution of the post conference committee...
committee, was not a CAC issue and it should be left to the FSPD, campus Dean and President. The CAC is no longer involved in this committee. She recommended that a vote be called and by majority, approval the post conference committee is no longer associated with CAC. As an alternative, Dr. Witt suggested the creation of an all campus committee to invite people to share their conference and professional development experiences. This committee will be created at the beginning Spring 2014. FSPD is contemplating changing the request due date from a single date to multiple dates throughout the year. If you have any concerns or suggestions, please contact Rich Cervetti. As of right now, there is a little money left for the year.

SGA Upcoming events (Sara Crooke) SGA student president, Saika Viard, distributed an upcoming events calendar to the committee. Sheila McCants announced that the SGA Legacy Project funds have been approved by Dr. Witt to pay for a mural by Michael Parker. It will be installed by the fountains during the winter break.

PTK Update (Michael Wilt & Diego Grilli) Michael Wilt thanked both Dr. Witt and Dr. Hardesty for speaking at the induction for new members. This semester PTK inducted a record number of new students.

SNA – Absent- Peggy Gleason reported the SouthShore nurses pinning ceremony will be held on campus next week.

Collegiate 100 (Shelia McCants) - Last months campus wide campaign for domestic violence went very well with SouthShore donating eighty-three Build-a-Bears along with an abundance of personal items. Collegiate 100 will be hosting their induction ceremony in January with the expectation of seven new inductees. Collegiate 100 is also working with SGA to sponsor events for African American Heritage Month.

Admissions Office- (Christina Santchez) The Admissions office is working with the Brandon campus to jointly host an Open House for new students.

Veterans Affairs – (Carmelo Sotomayor) Carmelo Sotomayor has proposed for the formation of a SouthShore VA Club. Veteran enrollment is up.

Maintenance Report – Fire Department will be here next week conducting a regular safety check. The front parking lot will be closed during break for refinishing and repainting. It will be open by the beginning of Spring 2014.

Open Hearing:

Adjournment: The meeting was adjourned at 10:22AM by Peggy Gleason and seconded by Anthony Sardone.