1.0 GENERAL FUNCTIONS

1.01 Call to Order

Mr. Pittman called the meeting to order at 4:03 p.m.

1.02 Pledge of Allegiance

1.03 Invocation

During the moment of silence, Mr. Pittman asked that we keep the families of Ms. Peggy Leffler, Plant City Campus’ Executive Staff Assistant; and Mr. Elton McDole, Public Safety Officer, in our thoughts as both had recently passed away.

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

Ms. Donna Wolski, Director of Development, provided the Board with a summary of activities since the December Board meeting:

- The Foundation met with representatives from the Mayor’s Hispanic Advisory Council to raise funds for an endowed scholarship. HCC will host a VIP reception in early May.

- The Foundation met with representatives of the Bloomingdale Volunteer Fire Department to finalize and accept a $280,000 gift for endowed scholarships for EMS and fire training. HCC’s internal “Faculty & Staff Giving” campaign is underway.
The annual Black, Brown and College Bound Summit will take place in mid-February.

The Sustainability Conference will take place at the end of February.

The HCC Annual Golf Tournament will be held on Monday, March 24, 2014 at Avila.

The Presidential Showcase will take place on April 17, 2014.

Ms. Wolski summarized the major gifts report. The report, sent to the Board under separate cover, included donations from the following during November and December 2013:

- MDRC;
- The Coleman Foundation;
- Bloomingdale Volunteer Fire Dept., Inc.;
- Robert S. Trinkle;
- Dr. Liana Fernandez Fox;
- SunTrust Foundation;
- United Community Church;
- United Concordia;
- Daniel Pohto;
- XanEdu Publishing, Inc.;
- Florida Strawberry Festival, Inc.;
- Sheriff’s Hispanic Advisory Council, Inc.;
- Maida B. Pou;
- Wilder Architecture, Inc.;
- and Association of Florida Colleges.

Dr. Atwater expressed his thanks to the Bloomingdale Volunteer Fire Department for their generous gift.

1.07 Faculty, Staff and Student Recognitions

1.07.01 Lady Hawks basketball player, Simiah Blount, was named Florida’s NJCAA Player of the Week. She plays forward and averaged 15.5 points, 5.5 rebounds, 7 assists and 4.5 steals in the games leading up to her recognition.

1.07.02 HCC Hospitality and Dietetics Club received the Keep Tampa Beautiful “Treasures of Tampa Bay Group Award” for working with various services around Tampa Bay to promote edible and community gardens. The club worked with the Dale Mabry Child Development Center to develop an edible herb garden; worked with the Lake Magdalene Campus of the Hillsborough County Children’s Services to build an edible garden, a butterfly garden, a berry patch, a banana patch, a grape arbor, a food forest; and also placed earth boxes at Carrollwood Fire Rescue. Plans for the coming year include building a community garden at Metropolitan Ministries.

1.07.03 David Wilson, Brandon SGA President, was selected as the Chancellor “Student of the Month” and will be featured in the Chancellor’s January newsletter. David is being recognized for his advocacy on behalf of our students.
Dr. Maribeth Mobley, Plant City faculty member, was awarded the 2014 E.L. Bing Education Award. Dr. Mobley has served the Plant City Campus and community for over 40 years. Starting at the college in 1976, Dr. Mobley has reached thousands of students through many different roles within the college including intern, tutor, professor and interim dean.

The E.L. Bing Education Award recognizes an individual or organization whose actions support improvement in the areas of education/academics involving primarily at-risk youth and young adults in Plant City. The late Mr. E.L. Bing served as principal of former Marshall High School and Glover School, and was responsible for designing and implementing the Hillsborough County desegregation plan as Assistant Superintendent of Hillsborough County Schools.

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

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.

The President recommended approval of the minutes as follows:

October 15, 2013 [Board Workshop]
December 4, 2013 [Board Meeting]

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.

The President recommended approval as advertised of the following Administrative Rules: 6HX-10-2.07 Threats and Threat Assessment; 6HX-10-6.04 Delinquent Accounts; 6HX-10-6.06 Refund of Student Fees; 6HX-10-6.17 Use of College Supplies and Services; 6HX-10-6.18 Student Fees; 6HX-10-6.19 Identity Theft Prevention; and 6HX-10-7.00 Plan Review and Approval of Construction Documents.

Dr. Atwater asked that 6HK-10-6.19, Identity Theft Prevention, be voted on separately.

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.

Dr. Atwater advised that administrative rule 6HX-10-6.19, under “Rule”, paragraph two should read:

For certain “covered accounts”, which are continuing, multiple payment accounts within the meaning of the Red Flags Rule, the President, or designee, shall develop the Program to include reasonable steps and procedures to detect and mitigate identity theft and enable the College to:
The President recommended approval as advertised and modified of administrative rule: 6HX-10-6.19, Identity Theft Prevention.

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.

1.11 The President recommended approval to advertise the inclusion of one (1) new administrative rule: 6HX-10-6.20, Textbooks and Instructional Materials Affordability.

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, Mrs. Buchman made a motion of approval, seconded by Mr. Reid, 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 14/SP. Each part-time employee will be compensated in accordance with the BOT approved Salary Schedule.

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.

5.03 The President recommended acknowledgment of employment separations.

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.

6.0 EDUCATIONAL PROGRAMS & STUDENT SERVICES
6.01 The President recommended approval of the new courses, course modifications, course fee modifications and program modifications to be effective Fall Term 2014, unless otherwise noted.

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.

6.02 The President recommended approval/acknowledgement of the Affiliation and Internship Agreements between the District Board of Trustees of Hillsborough Community College and agencies/offices where students receive clinical experiences related to their educational program.

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.

6.03 The President recommended approval of the Articulation Agreement between Interactive Educational Academy and Hillsborough Community College for the Dual Enrollment Program.

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.

6.04 The President recommended approval of the Articulation Agreement between the College and Capella University.

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.

6.05 The President recommended approval of the 2014-2015 Calendar.

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.

6.06 The President recommended approval of Hillsborough Community College’s Developmental Education Implementation Plan.

Mr. Pittman thanked Dr. Ray and Dr. Griffin for the detailed information provided as well as the Board Workshop discussion on the plan.

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.

7.0 INSTITUTIONAL SERVICES

8.0 FINANCIAL SERVICES

8.01 The President recommended approval of Budget Amendment No. 2.
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 advised that the annual Black, Brown and College Bound Summit will take place beginning February 13, 2014 at the Marriott Waterside in downtown Tampa.

9.02 Dr. Atwater advised the current Factbook is now posted on the HCC website. A hardcopy was also provided to the Board.

9.03 Dr. Atwater reminded the Board that Dr. Barbara Larson’s last day is January 23. He thanked Dr. Larson for her service and wished her well in her new role as CFO for Kanas Community College. Mr. Reid expressed his appreciation to Dr. Larson which was echoed by Mr. Pittman.

9.04 Dr. Atwater advised that the college issued two Intent to Negotiate (ITNs) for the Dale Mabry property which should be received soon.

9.05 Mr. Pittman announced that HCC’s newest Trustee, Brig. Gen. Chip Diehl, was unable to make the January Board meeting but would be sworn in at the February meeting.

10.0 **LEGAL REPORT**

11.0 **HEARING OF BOARD MEMBERS**

12.0 **ADJOURNMENT**

There being no further business, the meeting adjourned at 4:20 p.m.