

**HILLSBOROUGH COMMUNITY COLLEGE
DISTRICT BOARD OF TRUSTEES
BOARD MEETING
WEDNESDAY, APRIL 24, 2019 – 4:00 P.M.
DALE MABRY CAMPUS
STUDENT SERVICES BUILDING – ROOM 108
MINUTES**

1.0 GENERAL FUNCTIONS

1.01 Call to Order

1.02 Invocation

1.02.01 Mrs. Viamontes asked that we remember the victims of the terrorist attacks in New Zealand and Sri Lanka.

1.03 Pledge of Allegiance

1.04 Roll Call

The following Trustees were in attendance:

- Mrs. Betty Viamontes
- Mr. Randall Reid
- Mrs. Dipa Shah [*via telephone*]
- Brig.Gen. Chip Diehl
- Ms. Diana Hernandez-Caballero

1.05 Welcome to Guests, Faculty and Staff Members

1.06 Foundation Report

1.06.01 Mr. Stephen Shear, HCC Foundation's Executive Director, provided a summary of activities and donations received during March which included:

- \$3M YTD in Donations;
- \$3.9M in Total Revenue;
- \$231K in Net Income on Investments; and
- \$12.7M in Ending Net Assets.

1.06.02 The 15th Annual HCC Golf Tournament benefiting athletic scholarships was an overwhelming success. Over \$50K was raised and the tournament sponsor, David Reno of Reno Building, has already committed to sponsoring this event in 2020.

- 1.06.03 Due to retirements, term limits and work conflicts, five (5) seats are now vacant on the HCCF Board. To date, the board has received nominations for six potential board members.
- 1.06.04 The March major gift reports was sent to the Board separately and included donations totaling \$190,432. Donors included:
- Doolittle Institute, Inc.
 - Cox Fire Protection, Inc.
 - NACCE, Inc.
 - Reno Building
 - Fifth Third Bank
 - Williams Company
 - Sherwin Williams
 - EdFinancial
 - Gary Vien
 - Robert S. Trinkle
 - Keith Daniels
 - Anthony Borrell
 - Allen Witt
 - Lucila Ramiro
 - Dr. Liana Fernandez Fox
 - Drs. Kiran and Pallavi Patel Foundation for Global Understanding
 - Children's Board of Hillsborough County
 - Crossroads Construction Company
 - Gilbane Building Company
 - Helios Education Foundation
 - Hills. County Board of County Commissioners
 - Holmes Education Consulting, LLC
 - Zamora Hospitality Group, LLC
 - Tampa Bay Rays Baseball LTD
 - Port Tampa Bay
 - The USAA Foundation, A Charitable Trust
 - Memorial Hospital of Tampa
 - Spectra Contract Flooring, Georgia
 - CEO Council of Tampa Bay
 - HCC Ybor City Campus

1.07 Faculty, Staff and Student Recognitions

1.07.01 Dale Mabry Campus Highlights:

Dr. Allen Witt, Dale Mabry Campus President, thanked the Board for the opportunity to lead the campus. He then introduced Leif Penrose, Dean of Health Sciences.

Mr. Penrose, along with students Melissa Freitag, Corky Dulgarian, Michelle Wilde, and Gabriella Miranda, expressed their appreciation and support for the construction of the new Allied Health Building. Dean Penrose invited the Board to tour the new building following the Board meeting.

Ms. Ashley Carl, Executive Director of Marketing and Public Relations, provided the following faculty, staff and student recognitions:

- 1.07.02 **Marni Fuente**, Program Director for Quality Early Education System Early Literacy **Matters (ELM)**, was selected as a **guest editor** for the April 2019 issue of *Tampa Bay Parenting Magazine*. The article entitled "Keep Calm and Carry On: How Passion for Early Education Led Me All the Way to the Beginning" appears on page 20. Copies of the magazine were provided to the Board.
- 1.07.03 **Dale Mabry's Dental Hygiene program** recently had a site visit by their accrediting body, the Commission on Dental Accreditation. The program had no findings.

Additionally, the Dental Hygiene students had **100% pass rate** on their national boards. Congratulations to **Debra Heysek**, Program Manager; **Paula Porter-Smith**, faculty member; and **Leif Penrose**, Dean of Health Sciences.

1.07.04 **Mahnoor Rehman**, HCC Honors student, became one of 61 recipients of the **Jack Kent Cooke Foundation's** prestigious Undergraduate Transfer Scholarship. This highly competitive national scholarship will provide her with up to \$40,000 annually for a maximum of three (3) years to complete her bachelor's degree.

1.07.05 The **Future Business Leaders of America** – Phi Beta Lambda State Conference and Competition was held in Orlando this month. The competition is the largest business career student organization in the world, with competitions each spring at State Leadership Conferences. The top state winners are eligible to compete for honors at the National Leadership Conference each summer. Winners include:

First Place: *Financial Analysis and Decision Making: Noah Doble and Harvita Jadhav; Job Interview: Iryna Vasko; Public Speaking: Wendy Castro Gonzalez; Social Media Challenge: Vinicius Furtado Vieira, Gustavo Corriente Teixeira, and Pedro Diniz Laudino*

Second Place: *Business Law: Colby Ryan; Macroeconomics: Noah Doble; Project Management: Vinicius Furtado Vieira*

Third Place: *Cybersecurity: Jonathan Boris; Financial Concepts: Noah Doble*

Fourth Place: *Web Design: Fernando Melo*

Fifth Place: *Business Ethics: Jonathan Boris and Luis Saggioro; Emerging Business Issues: Diana Hernandez-Caballero and Simon Zapata Posads; Sports Management: Colby Ryan*

Club advisors are Dr. Tina Majchrzak and Linda Tarrago.

1.07.06 **Rebecca Todd**, Anthropology Professor, and **Aimee Busquet**, Assistant Dean of Arts and Sciences, will be presenting at the Florida College Access Network Summit in Orlando this May. Their presentation, "Food to Finish: Fighting Food Insecurity on College Campuses", will focus on their effort to open a food pantry at the Dale Mabry Campus. Since opening last September, the food pantry has served over 1,400 students.

1.07.07 **Dr. Ray Vince**, SouthShore adjunct, was selected to write a chapter called "Early Influences" for a yet-to-be-named book about Norman Mailer. He will also be writing a chapter for another yet-to-be-named book based on the film director Samuel Fuller, and will have a book review and article appear in *The Mailer Review* later this year.

- 1.07.08 HCC's **Lady Hawks** tennis team won the FCSAA tennis tournament this month. Team members include: **Shaylee Syme; Valentina Dancenco; Lolita Kozina; Hana Kvapilova; Renata Gonzalez;** and **Fabiola Candal-Ranalli.**

In addition to winning the state championship, the team received numerous awards and recognitions, which include the following:

2019 FCSAA Player of the Year: Hana Kvapilova

FCSAA All-State: Lolita Kozina; Renata Gonzalez; Shaylee Smye; Fabiola Candal-Ranalli; and Hana Kvapilova.

Singles Champions: #6 Singles Runner-up: Lolita Kozina, ; #5 Singles Champion: Renata Gonzalez, ; #4 Singles Runner-up: Shaylee Syme; #3 Singles Runner-up: Fabiola Candal-Ranalli; and #1 Singles Runner-up: Hana Kvapilova,

Doubles Champions: #3 Doubles Runner-up: Renata Gonzalez/Fabiola Candal-Ranalli; #2 Doubles Runner-up: Valentina Dancenco/Lolita Kozina; and #1 Doubles Runner-up: Hana Kvapilova/Shaylee Syme.

Sarah Summerfield, Head Coach and HCC Athletic Director, was named **FCSAA Coach of the Year**. Assistant Tennis Coach and Tennis Center Manager is Chris Nyholm. Nationals will be held in Tyler, Texas in May. Special Thanks to Joe Benvolato for his support of the athletics department.

- 1.07.09 **Cheryl Gonzalez**, Chief Diversity Officer, was recently selected as a member of the editorial board of ***INSIGHT Into Diversity*** magazine.

- 1.08 The Chairman recommended adoption of the agenda, all revisions to the agenda and approval of all agenda items marked "**Consent**".

Mr. Reid made a motion of approval, seconded by Brig.Gen. Diehl. After due discussion and consideration, approval was given by aye vote of all members present.

Dr. Atwater requested that agenda item 7.02 be removed from the agenda. Mrs. Shah made a motion of approval, seconded by Mr. Reid. After due discussion and consideration, approval was given by aye vote of all members present.

- 1.09 The President recommended approval of the **March 27, 2019 Board Meeting minutes.**

Mr. Reid made a motion of approval, seconded by Brig.Gen. Diehl. After due discussion and consideration, approval was 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 individuals for **full-time employment**. These individuals will be compensated in accordance with the Board-approved Salary Schedule.

Mr. Reid made a motion of approval, seconded by Brig.Gen. Diehl. After due discussion and consideration, approval was given by aye vote of all members present.

- 5.02 The President recommended approval of **part-time faculty and staff employment** recommendations for Term 18/SP. Each part-time employee will be compensated in accordance with the Board-approved Salary Schedule.

Mr. Reid made a motion of approval, seconded by Brig.Gen. Diehl. After due discussion and consideration, approval was given by aye vote of all members present.

- 5.03 The President recommended acknowledgment of **employment separations**.

Mr. Reid made a motion of approval, seconded by Brig.Gen. Diehl. After due discussion and consideration, approval was given by aye vote of all members present.

- 5.04 The President recommended approval of **professional rank promotion** for the following faculty members:

- | | | |
|-----------------------------|----------------------------|-----------------------------------|
| ▪ <i>John Ball</i> | ▪ <i>Jane Bielecki</i> | ▪ <i>Andrea Borchard</i> |
| ▪ <i>Louis Gomez</i> | ▪ <i>Timothy Griffin</i> | ▪ <i>Fred Jaeger</i> |
| ▪ <i>Carrie Hall</i> | ▪ <i>Kristin Heathcock</i> | ▪ <i>Michele Martinez</i> |
| ▪ <i>Mary Beth Kerly</i> | ▪ <i>Lee Koratich</i> | ▪ <i>Paula Porter-Smith</i> |
| ▪ <i>Judith Nolasco</i> | ▪ <i>Janet Willman</i> | ▪ <i>Marianne O'Neal Caldwell</i> |
| ▪ <i>Jeffrey Rubinstein</i> | ▪ <i>Terry Varvil</i> | ▪ <i>Ashley Blick-Harrier</i> |
| ▪ <i>Beth Wycoff</i> | ▪ <i>Carol Zavarella</i> | |

Mrs. Shah made a motion of approval, seconded by Mr. Reid. After due discussion and consideration, approval was given by aye vote of all members present.

6.0 EDUCATIONAL PROGRAMS & STUDENT SERVICES

7.0 INSTITUTIONAL SERVICES

- 7.01 The President recommended adoption of the proposed **Mission, Vision and Values statement**.

Mrs. Shah advised that she previously spoke to Dr. Atwater and asked for details on implementation of the visioning plan.

Brig.Gen. Diehl stated that there was nothing in the plan on performance, affordability, technology, change or where the college wants to go, and that the visioning plan is woefully incomplete. He stated that he expected to unveil this plan at HCC's 50th anniversary celebration and that he would be able to tell the public "Here's what Hillsborough Community College of the future is going to look like." He asked if it will really take years to find out what the vision is for each campus and what the campus presidents want to do with their campuses. He added that everything the College does should be focused on that.

Dr. Atwater advised yes, it will be years for some items to be fully realized. HCC will focus goals around its strategic priorities and every year different goals will be achieved.

Dr. Paul Nagy, Special Assistant to the President for Strategic Planning and Analysis, stated that strategic planning goes from the broad to the more specific planning and those details will be brought to the Board. Dr. Nagy added that HCC also has tactical planning with over 100 tactical units across the College that will respond to objectives in the strategic plan.

Mrs. Viamontes stated that she believes the Mission, Vision and Values is creating excitement throughout the community.

Brig.Gen. Diehl voiced his concern that the current plan is so generic, the name of any college could go at the top of the page.

Mr. Reid stated that the Board seems to be confusing the visioning statement with the visioning plan that CTI was hired to create. He asked if there was a document that captures the vision. Dr. Nagy advised that the visioning plan was distilled to the summary. Mr. Reid added that HCC didn't hire CTI to determine what the College would look like in 20 years.

Mrs. Shah advised that at the first visioning session last year, there was a flowchart that was built upon and asked where that was in this plan. Dr. Nagy advised that some of those details won't surface until the College goals and strategies are implemented. He added that this is only the first of three parts of the visioning plan. Mrs. Viamontes asked when the rest of the plan would be available. Dr. Nagy stated that he is currently working on the next steps.

Brig.Gen. Diehl stated that Dr. Nagy appeared to be talking about the strategic plan while he is talking about the College's "Vision" and was expecting something entirely different. He stated that "Once you have a vision, everything done goes to that vision."

Mrs. Shah made a motion of approval, seconded by Mr. Reid. After due discussion and consideration, approval was given by aye vote by Mrs. Shah, Mrs. Viamontes, and Mr. Reid. Brig.Gen. Diehl voted nay.

8.0 FINANCIAL SERVICES

- 8.01 The President recommended approval of the **Application for Final Payment** in the amount of **\$45,944** to **Cutler Associates**, for completion of the renovation of the HVAC system on the north side of the Dale Mabry Campus Sciences Building, as reviewed and recommended by Volt Air Consulting Engineers.

Mr. Reid made a motion of approval, seconded by Brig.Gen. Diehl. After due discussion and consideration, approval was given by aye vote of all members present.

- 8.02 The President recommended approval of **Amendment No. 3** to the contract with Reno Building, LLC, establishing a Guaranteed Maximum Price in the amount of \$589,833, for the renovation of the Ybor Room at the Ybor City Campus.

Mrs. Shah made a motion of approval, seconded by Mr. Reid. After due discussion and consideration, approval was given by aye vote of all members present.

- 8.03 The President recommended acceptance of the **March 2019 Financial Statements**.

Mr. Reid made a motion of approval, seconded by Brig.Gen. Diehl. After due discussion and consideration, approval was given by aye vote of all members present.

9.0 ADMINISTRATIVE REPORT

- 9.01 Dr. Atwater reminded the Board that the 50th Anniversary Celebration will take place at Water Works Park on Saturday, April 27. Mrs. Shah asked for a copy of the event schedule once complete. Dr. Atwater advised he would forward a copy to the Board.

- 9.02 He also reminded the Board that graduation will take place on Friday, May 3, at the Florida State Fairgrounds. He announced that the commencement speaker will be Liz Smith, former CEO and Executive Chairman for Bloomin' Brands. The College anticipates over 1,200 students will attend graduation.

- 9.03 Dr. Atwater introduced the incoming student trustee Mr. Rashad Stubbs. He stated that Mr. Stubbs will be sworn in at the August Board meeting.

10.0 LEGAL REPORT

11.0 HEARING OF BOARD MEMBERS

11.01 Ms. Hernandez thanked Dr. Witt for welcoming her to the Dale Mabry Campus. She extended her congratulations to the athletic department and all faculty and staff that were recognized for their accomplishments. She stated that she is looking forward to touring the Allied Health Building. She added that the Board is very engaged in the visioning plan and asked that the Board continue to remain involved in strategic planning. Finally, she congratulated Mr. Stubbs on being selected as the new student trustee.

11.02 Brig.Gen. Diehl welcomed Rashad to the Board. He congratulated the Lady Hawks tennis team.

11.03 Mrs. Viamontes thanked everyone for being a part of the process of helping students achieve their full potential. She thanked Ms. Hernandez-Caballero for her time and effort and added that she was honored to have served with her on the Board. She welcomed Mr. Stubbs to the Board.

12.0 ADJOURNMENT

There being no further business, the meeting adjourned at 4:58 p.m.