

**HILLSBOROUGH COMMUNITY COLLEGE
DISTRICT BOARD OF TRUSTEES
BOARD MEETING
WEDNESDAY, MAY 22, 2019 – 4:00 P.M.
DR. GWENDOLYN W. STEPHENSON DISTRICT
ADMINISTRATION CENTER – BOARD ROOM
MINUTES**

1.0 GENERAL FUNCTIONS

1.01 Call to Order

1.02 Invocation

1.02.01 Mrs. Shah asked that this Memorial Day, we remember the U.S. service and men and women that lost their lives defending our nation.

1.03 Pledge of Allegiance

1.04 Roll Call

The following Trustees were in attendance:

- Mrs. Dipa Shah
- Mrs. Betty Viamontes
- Mr. Randall Reid
- 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 April which included:

- \$4.1M YTD in Donations;
- \$494K YTD Gains on Investments; and
- \$12.7M in Ending Net Assets.

1.06.02 Mr. Stephen Shear introduced recent HCC graduate Ms. Kay McDonald. She and her fellow students are trying to raise funds for a student-led endowment called *The Dale Mabry Student Leader Scholarship*. She explained that this scholarship is designed to help those student leaders overcome financial instability and food insecurity.

Mr. Reid asked if there was a flyer or post that could be shared. Mr. Shear advised yes and that there was also a YouTube video on the student endowment. *[The flyer and links were shared with the Board via email on May 23, 2019].*

1.06.03 The April major gift reports was sent to the Board separately and included donations totaling \$136,620. Donors included:

- *Children's Board of Hillsborough County*
- *Bay Area Manufacturers Association*
- *Cathy Zaccari Memorial Foundation, Inc.*
- *First Lego League*
- *Wendy A. Pagoda*
- *Mosaic Fertilizer, LLC*
- *Tampa United Events, Inc.*
- *Enterprise Holdings Foundation*
- *ALS Education, Inc.*

1.07 Faculty, Staff and Student Recognitions

Mr. Shear also provided the following faculty, staff and student recognitions:

1.07.01 HCC's **Respiratory Therapy Program** was selected for the Distinguished RRT Credentialing Success Award. The award is given to select programs by the National Commission on Accreditation for Respiratory Care (CoARC), based on exceptional performance in a multitude of performance metrics. Congratulations to Program Director Gina Ricard, Dean Leif Penrose and the entire Respiratory Care faculty for this award and their continuing commitment to excellence.

1.07.02 **Dr. Ginger Clark**, Ybor City Campus President, was appointed to the Boards of the Ybor City Chamber of Commerce and the Ybor City Development Corporation Board.

1.07.03 **Dr. Keith Berry**, Ybor City Campus Dean of Associate of Arts, received the Distinguished College Administrator Award from Phi Theta Kappa Honor Society.

1.07.04 HCC's **Lady Hawks tennis team** recently competed in the NJCAA National tennis tournament in Texas. The team finished in second, capping off a season that also included the state championship. Congratulations to Coaches Summerfield, Nyholm and the entire team.

1.07.05 The Tampa Bay Times recognized HCC as one of their People's Choice Best of the Best award winners for local colleges.

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

Mrs. Shah removed item 8.02 from the consent agenda. Mrs. Viamontes 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 **April 24, 2019 Board Workshop and Board Meeting minutes**.

Mr. Reid made a motion of approval, seconded by Mrs. Viamontes. 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.

Mrs. Viamontes made a motion of approval, seconded by Mr. Reid. 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.

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

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

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

- 5.04 The President recommended approval of **annual contracts**, as appropriate, for full-time, non-tenured instructional personnel.

Mrs. Viamontes 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.

- 5.05 The President recommended approval of **administrative contracts** for the 2019-2020 fiscal year.

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

- 5.06 The President recommended approval of **two-year contracts** to administrators who are on President's Cabinet.

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.

- 5.07 The President recommended the awarding of **continuing contracts** to the following faculty members:

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|--------------------------------|----------------------------|-----------------------------|
| ▪ <i>Adonis Amparo</i> | ▪ <i>Sara Johnson</i> | ▪ <i>Mark Sandag</i> |
| ▪ <i>Deborah Barr</i> | ▪ <i>Brian Marlowe</i> | ▪ <i>Theresa Scott</i> |
| ▪ <i>Marilyn Carrasquillo</i> | ▪ <i>Valerie Palazzolo</i> | ▪ <i>Lisa Smith</i> |
| ▪ <i>Evelio Carballo-Lopez</i> | ▪ <i>Jeffrey Pelzer</i> | ▪ <i>Thomas Tankersley</i> |
| ▪ <i>Philip Chamberlain</i> | ▪ <i>Paul Rabaut</i> | ▪ <i>Kelley Torregiante</i> |
| ▪ <i>John Van Dyke</i> | | |

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

6.0 EDUCATIONAL PROGRAMS & STUDENT SERVICES

- 6.01 The President recommended approval of a **new course** to be effective Fall 2020.

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

7.0 INSTITUTIONAL SERVICES

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

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

- 7.02 The President recommended acceptance of a **donation** of automotive repair equipment from **Craig Goshow** valued at \$14,600, to be used by the Workforce Training Center.

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

- 7.03 The President recommended acceptance of a **donation** of new automotive repair parts from **Professional Parks Group** valued at \$18,752, to be used by the Workforce Training Center.

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

- 7.04 The President recommended approval of the Student Trustee Search Committee's recommended selection of **Mr. Rashad Stubbs** as the incoming **Student Trustee**.

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

- 7.05 The President recommended approval of the **Supplemental Survey** to amend the College's **June 30, 2015 Educational Plant Survey** and submit it to the Office of Educational Facilities, Florida Department of Education for validation.

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

8.0 FINANCIAL SERVICES

- 8.01 The President recommended approval of the **Application for Final Payment** in the amount of **\$64,481.80** to **Crossroads Construction Company, Inc.**, for completion of the replacement of the existing air handling units that serve the Dale Mabry Campus Humanities and Social Sciences Buildings, as reviewed and recommended by Hahn Engineering, Inc.

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

- 8.02 The President recommended approval to **terminate the lease agreement** with Hillsborough County, for use and preservation of approximately 288 acres of Environmental Land Acquisition Program land that is adjacent to HCC's land in eastern Hillsborough County known as the **HCC English Creek Environmental Studies Center**.

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

- 8.03 The President recommended approval of the **Purchase and Sale Agreement** with Hillsborough County to sell the **117.70-acre HCC English Creek Environmental Studies Center** parcel located just southeast of Plant City, Florida, for \$550,000, and to pass a **Resolution** authorizing this sale.

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

- 8.04 The President recommended approval of **Amendment No. 3** to the contract with **Foresight Construction Group, Inc.**, establishing a Guaranteed Maximum Price in the amount of \$460,327, for the Dale Mabry Campus south parking lot improvements.

Brig.Gen. Diehl asked if the College has approached The Buccaneers or the Tampa Sports Authority about contributing to the parking lot improvements. Dr. Atwater advised they have had preliminary conversations with both the Buccaneers and the Tampa Sports Authority and neither plans to contribute to the development of the parking lot. Brig.Gen. Diehl asked if HCC would take over the parking of the lots. Dr. Atwater said it depends on future negotiations. He added that this amendment is not for the front yard parking.

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

- 8.05 The President recommended approval of the **April 2019 Financial Statements**.

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

9.0 ADMINISTRATIVE REPORT

- 9.01 Dr. Atwater provided a summary of terms of the proposed lease agreement with the New York Yankees to build an Information Technology (IT) Center at the Dale Mabry Campus. Terms include:

- Yankees will be responsible for construction, operation and management of the IT Center;
- Twenty-five (25) year term with option to renew an additional five (5) year term;
- Yankees will pay HCC \$25K annually in rent;
- Yankees will annually contribute \$10K in sponsorship to support the College's Black, Brown and College Bound (BBCB) Summit or a related event;
- Yankees will provide two (2) annual paid internships to HCC students for a minimum of \$8K each per term for the duration of the Lease; and
- All amounts will increase annually by the Consumer Price Index adjustment measured on July 1.

Mrs. Viamontes asked that once we have the market value analysis, it needs to be submitted to the Board. *[This was sent to the Board under separate cover on May 29, 2019].*

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

- 9.02 Mr. Eric Johnson, Director of Government Relations, provided a brief PowerPoint presentation on the status of the state's education budget. He stated that the budget has a \$2.5M positive impact on the College but we are still waiting for budget vetoes and actual dollar amounts to come back from the Department of Education.

Mr. Johnson stated that the state's requirements for minimum fund balance have changed and colleges are limited to a maximum fund balance of 7%. Mrs. Shah asked if the fund balance is over 7%, is the college permitted to spend those funds. Mr. Reid stated that the college was always able to spend those funds. Mr. Johnson added that the College will need a spending plan for a fund balance over 7%. Mrs. Shah asked if the plan had to be approved by anyone. Mr. Erdman, Chief Financial Officer, stated that the spending plan must be submitted to the State Board of Education by October 1 each year. Mr. Erdman added that additional language will come once the bill is signed.

- 9.03 Dr. Atwater advised the Dr. Sorenson has accepted a position at Louisiana State University (LSU). He introduced Dr. Alex Anzalone, A.S. Dean, who will serve as the interim Brandon Campus President.

Dr. Sorenson thanked the Board for bringing her to the Brandon Campus for her first presidency. She stated that it has been an honor to be associated with HCC. She added that next year, she will bring a contingent of students to the BCB Summit.

Mrs. Viamontes added that HCC should consider extending BCB to women.

10.0 LEGAL REPORT

11.0 HEARING OF BOARD MEMBERS

- 11.01 Ms. Hernandez reminded everyone that she still has one more Board meeting but wanted to thank everyone for giving her the chance to represent the student population.

- 11.02 Brig.Gen. Diehl congratulated Dr. Sorenson on her new position at LSU.

- 11.03 Mrs. Viamontes thanked the faculty and staff for all the hard work and a great graduation.

11.04 Mrs. Shah congratulated Dr. Sorenson. She also thanked Dr. Liana Fox for going above and beyond for the 50th Anniversary Celebration at Water Works Park. She added that it has been a pleasure working with the student trustees and to have the opportunity to teach and refocus on what the Board is there to do.

12.0 ADJOURNMENT

There being no further business, the meeting adjourned at 5:13 p.m.