

**HILLSBOROUGH COMMUNITY COLLEGE
DISTRICT BOARD OF TRUSTEES
BOARD MEETING
WEDNESDAY, SEPTEMBER 26, 2018 – 4:00 P.M.
DR. GWENDOLYN W. STEPHENSON DISTRICT
ADMINISTRATION CENTER
BOARD ROOM
MINUTES**

1.0 GENERAL FUNCTIONS

1.01 Call to Order

Mr. Cona III called the meeting to order at 4:07 p.m.

1.02 Invocation

1.03 Pledge of Allegiance

1.04 Roll Call

The following Trustees were in attendance:

Mrs. Dipa Shah
Mr. Steve Cona III
Mrs. Betty Viamontes
Brig.Gen. Chip Diehl
Ms. Diana Hernandez-Caballero

1.05 Welcome to Guests and Staff Members

1.06 Foundation Report

Mr. Steve Shear, Executive Director for the HCC Foundation, thanked everyone who attended the President's Showcase held on September 13, 2018 at Armature Works.

Mr. Shear introduced Mr. Rich Shannon, Division Manager-Construction at Specialized Property Services and the new HCC Foundation Board Chair. Mr. Shannon shared the Foundation's goals for the coming year which include a \$5M campaign. He stated that they had already received commitments of \$5M including the lead gift of \$1M from the Patel Family Foundation.

Brig.Gen. Diehl added the Foundation may want to see if, in recognition of the College's 50th Anniversary, Foundation funds could be used to help 50 students who were unable to complete their degrees due to financial reasons.

Mr. Cona III thanked Mr. Shannon and added that the President's Showcase was fantastic and that he looked forward to helping the Foundation achieve their goals.

1.06.01 Mr. Shear provided a summary of activities and donations received during August 2018 under separate cover which included:

- \$945K YTD in Total Revenue
- \$229K YTD Net Gain on Investments
- \$11.4M in Ending Net Assets

1.06.02 Suncoast Credit Union committed \$91,875 for sponsorships, and program support. This is their largest commitment to the College and is in addition to the \$100,000 gift they made to our HCC Rising campaign.

1.06.03 The Florida College System awarded \$51,868 in scholarship funds received from the Helios Ed Foundation, Bank of America and Florida Blue. This will be used for Nursing and Allied Health Scholarships as well as First Generation Scholarships.

1.06.04 Upcoming events include the **Hawks Line & Sinker Captain's Dinner** on October 4 and the **Fishing Tournament** on October 5.

1.06.05 The August 2018 major gift reports were sent to the Board separately and included donations totaling \$211,118. Donors include:

- *Charles Perry Partners, Inc.*
- *Tampa Bay Train*
- *GTE Financial*
- *Reno Building*
- *Hepner Architects, Inc.*
- *Williams Company*
- *The Beck Group*
- *PNC Bank*
- *Tampa General Hospital*
- *Port Tampa Bay*
- *Dr. Judy Genshaft*
- *Dr. Allen Witt*
- *Dr. Nancee Sorenson*
- *Cynthia M. Brady*
- *Children's Board of Hillsborough County*
- *Harvard Jolly Architecture*
- *Caspers Company McDonalds*
- *Tampa United Volleyball Academy*
- *BCI Integrated Solutions*
- *RoyalAire Mechanical Services, Inc.*
- *Tampa International Airport*
- *Helios Education Foundation*
- *Humana Specialty Benefits*
- *The New York Yankees Tampa Foundation, Inc.*
- *VoltAir Consulting Engineers, Inc.*
- *Valley National Bank*
- *Absolute Quality Interpreting Services, LLC*
- *Southern Strategy Group*

1.07 Faculty, Staff and Student Recognitions

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

- 1.07.01 Dale Mabry's Respiratory Care Program successfully completed an accreditation review by the Commission on Accreditation for Respiratory Care (COARC). The review team praised the program for its faculty, community relations and the new Allied Health Building. The team found "no standard citations or violations". Congratulations go to Mr. Leif Penrose, Dean of A.S. Programs, and the Respiratory Care faculty.
- 1.07.02 The Review Committee of the National Accrediting Agency for Clinical Laboratory Sciences conducted a site visit at the Dale Mabry Campus in July. As a result of that visit and document review, the Committee recommended the HCC Medical Laboratory Scientist Program for accreditation through October 31, 2023. Again, congratulations go to Mr. Penrose and the Clinical Laboratory Scientist faculty.
- 1.07.03 Mr. Alberto "Danny" Camacho, Assistant Dean of Math and Science at the Dale Mabry Campus, was named to the Leadership Council of the West Tampa Chamber.
- 1.07.04 Ms. Davidka (Vickie) McCaskill, Brandon Enrollment Development Coordinator, was appointed to the National Council on Student Development (NCSA) Board of Directors, as the Director at Large for the 2018-2019 term. NCSA is an affiliate council of the American Association of Community Colleges. NCSA's purpose is to provide leadership in support AACC in student development policy; to enhance opportunities for training and leadership of student development professionals; and to promote and foster student development by focusing on student success for a diverse population.
- 1.07.05 Mr. Gary Larkin, Women's Volleyball Coach, logged his 400th career win! Coach Larkin was named Suncoast Conference "Coach of the Year" in 2008, 2009, 2012, 2013 and 2015. Under his leadership, the Hawks have been Suncoast Conference Champions five (5) times and State Champions three (3) times.
- 1.07.06 Mr. Eric Johnson, Director of Government and Community Relations, was selected as a member of the Leadership Florida Connect Class IX. Leadership Florida Connect is the premier statewide resource for educating, engaging, and inspiring Florida's top emerging leaders.
- 1.07.07 Dr. Paul Nagy, Special Assistant to the President for Institutional Research, was invited as a senior scholar to the 43rd annual conference of the Association for the Study of Higher Education (ASHE) by representatives from the University of Massachusetts-Amherst and the University of Wisconsin-Madison. ASHE is a scholarly society with 2,100 members dedicated to higher education as a field of study. Ph.D. students from across the nation will engage in discussion with Dr. Nagy. Historically, this session is the most attended.

- 1.07.08 College Grants Manager, Bianca Hernandez, was recently appointed as a member of the Federal Funding Task Force for Community College Advancement. The task force is sponsored by the Council for Advancement and Support of Education.

As one of 75 members across the nation, Bianca will have opportunities to deepen relationships with federal agency program officers, review community college funding cycles, assist in determining program priorities, and advocate for the positive impact federal funds have on students. Additionally, she will contribute to the annual Federal Funding Report for Two-Year Colleges, the premier research tool on federal funding opportunities for community colleges.

- 1.07.09 Plant City Camus President Dr. Marty Clay has assumed the role of President of the Board of Directors for Florida Epilepsy Services. Florida Epilepsy Services is committed to promoting health and facilitating lifestyle choices for persons with seizure disorders and their families living in West Central Florida.

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

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.

- 1.09 The President recommended approval of the following:

- **August 22, 2018 Special Board Meeting;**
- **August 22, 2018 Board Meeting; and the**
- **September 12, 2018 HCC/HCCF Joint Board Workshop.**

Mrs. Viamontes made a motion of approval, seconded by Mrs. Shah. 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

- 4.01 Mr. Christopher Johnson and Dr. Sally Bartlett addressed the Board regarding adjunct faculty pay.

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. 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.

- 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. 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.

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

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.

- 5.04 The President recommended approval of the two (2) additions to the **2018-19 Salary Schedule**.

Mrs. Viamontes made a motion of approval, seconded by Mrs. Shah. 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 acknowledgement of the Articulation Agreement between the College and Southern New Hampshire University.

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.

- 6.02 The President recommended approval of the new course fees to be effective Spring 2019, unless otherwise noted.

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.

7.0 INSTITUTIONAL SERVICES

8.0 FINANCIAL SERVICES

- 8.01 The President recommended approval of the Application for Final Payment in the amount of \$36,993.44 to Reno Building for completion of the replacement of the rooftop unit on the Ybor City Campus Public Service and Technology Building, as recommended by Volt Air Consulting Engineers.

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.

- 8.02 The President recommends approval of the **July 2018 Financial Statements**.

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

9.0 ADMINISTRATIVE REPORT

- 9.01 Dr. Atwater thanked the Board for participating in the Performance Funding Workshop. He stated that he would reach out to the state board to see what could be done to change the rules so that the funding better reflects the work being done at the College. He added that HCC would continue to provide updates on how the College is performing.

10.0 LEGAL REPORT

11.0 HEARING OF BOARD MEMBERS

- 11.01 Mrs. Shah gave a brief overview of the President's Evaluation. The main concern the Board expressed was the College's Performance Funding status. Overall, Dr. Atwater's evaluation was above average so he is eligible to receive a salary increase of 3%. Mr. Cona III thanked Mrs. Shah for providing the evaluation.

Mrs. Shah made a motion of approval to offer Dr. Atwater a new contract as negotiated with a three (3) percent raise, seconded by Brig.Gen. Diehl. After due discussion and consideration, approval was given by aye vote of all members present.

- 11.02 Brig.Gen. Diehl asked if performance funding was part of the evaluation. Mr. Cona III stated that while not specific to performance funding. Brig.Gen. Diehl stated that performance funding should be included in the evaluation. Mrs. Shah agreed.

Mr. Carraway added that the form can be changed to make it more responsive to the Board's concerns. Mr. Carraway stated that the Board can notice a Special Board Meeting to discuss and adopt a new evaluation form.

Dr. Atwater thanked the Board for the positive remarks and welcomed the opportunity to change the evaluation. He added that he would provide a couple of templates to give them a starting point.

11.03 Ms. Hernandez-Caballero thanked Dr. Atwater for the workshop. She added that activities that engage students and connect students with HCC is a key concept for helping students improve. She said she would like to see the College look at more SLS courses for AS programs.

11.04 Mrs. Shah stated that she is incredibly proud to be a part of HCC's leadership. The legislation regarding performance funding passed in 2016 but the lesson she has learned as a result is that the College needs to be even more engaged in the process and aware of what is happening so that we stay ahead of the curve and do not have to catch up later. She added that we will have new leadership in Tallahassee next year and it will be important for all of us to be engaged in the process.

11.05 Brig.Gen. Diehl thanked everyone who worked hard to make the President's Showcase a success. He said it is HCC's 'culture of caring' that will make retention go up and that he is proud to be a part of that culture.

11.06 Mrs. Viamontes thanked Dr. Atwater for the last three years of support. She added that energies should be focused on student success so the College can be number one in the state. She stated that students need to know that they are capable of success and that we believe they can accomplish these things. She also thanked the adjunct professors who addressed the Board.

11.07 Mr. Cona III stated that here is no excuse for HCC to be in the Bronze Category for performance funding. He said that "the game has not changed and we are going to do our best to make adjustments including getting credit for dual enrollment students who completed with HCC."

Mr. Cona III added that he had a great meeting with the PACE Center and anything the College can do to speed up the articulation agreement for dual enrollment is appreciated.

He also said when the College gets a \$1M donation, something special should be done to show our appreciation and to spread the word. He asked for a proclamation or something along those lines that can be given to the Patel Family. Brig.Gen. suggested a 'coin'. Dr. Atwater advised they would come up with a recommendation.

12.0 ADJOURNMENT

There being no further business, the meeting adjourned at 5:01 p.m.