

**HILLSBOROUGH COMMUNITY COLLEGE
DISTRICT BOARD OF TRUSTEES
BOARD MEETING
WEDNESDAY, MAY 27, 2020 – 4:00 P.M.
VIA CONFERENCE CALL
MINUTES**

1.0 GENERAL FUNCTIONS

1.01 Call to Order

1.01.01 This meeting was held by conference call due to the COVID-19 virus. The Board secretary shared all public comments submitted to the Board prior to the meeting and are preserved herein. The public was reminded that questions or comments could be submitted to the trustees email address at any time during the meeting.

1.02 Invocation

1.02.01 Mrs. Viamontes asked that we remember faculty member Dr. Nancy Barlar. Nancy will be remembered as a passionate instructor, having taught music at the SouthShore Campus.

1.03 Pledge of Allegiance

1.03.01 As this was a conference call, the Pledge of Allegiance could not be made.

1.04 Roll Call

The following Trustees were in attendance:

- Mrs. Betty Viamontes
- Mrs. Dipa Shah
- Mr. Randall Reid
- Brig.Gen. Chip Diehl
- Mr. Rashad Stubbs

1.05 Welcome to Guests, Faculty and Staff Members

1.06 Foundation Report

1.06.01 The Foundation Report was sent to the Board under separate cover. A summary of activities and donations received in April was provided.

1.06.02 The April major gift reports were sent to the Board separately and included donations totaling \$151,163. Donors included:

- *The Children’s Board of Hillsborough County*
- *Krewe of Sant’ Yago Education Foundation, Inc.*
- *Cathy Zaccari Memorial Foundation, Inc.*
- *SunTrust Foundation*
- *Kathleen Dawes*
- *Wendy Pagoda*
- *Amscot Financial*

1.07 Faculty, Staff and Student Recognitions

Dr. Atwater advised that detailed recognitions were listed in the Hawkwire newsletter.

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 Mrs. Shad. After due discussion and consideration, approval was given by aye vote of all members present.

1.09 The President recommended approval of the **April 22, 2020 Board Meeting Minutes**.

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.

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 Mrs. Shah. 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 19/FA. Each part-time employee will be compensated in accordance with the Board-approved Salary Schedule.

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

5.04 The President recommended award of **continuing contracts** to the following faculty members:

<i>Benjamin Barrett</i>	<i>Emily Brown</i>	<i>Amanda De La Serna</i>
<i>Angela Eward-Mangione</i>	<i>Robert Farley</i>	<i>John Frank</i>
<i>Sheila Hajari</i>	<i>Joseph Kitchens</i>	<i>Joel Lacivita</i>
<i>Kaleena Landry</i>	<i>Steve Salengo</i>	<i>Peter Sleszynski</i>
<i>Sherrie Slom</i>	<i>Mary Watts</i>	<i>David Wingfield</i>

Mrs. Shah 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 award of **annual contracts**, as appropriate, for **full-time non-tenured instructional personnel**.

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.

5.06 The President recommended award of **administrative contracts** for the 2020-2021 fiscal year.

Mrs. Shah 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 award of **Rank and Promotion** to the following faculty members:

<i>Tonni Barcot-Jones</i>	<i>Theresa Lewis</i>	<i>Shelly Stein</i>
<i>Jennifer Bess</i>	<i>Sharon Moran</i>	<i>Gwen Suarez</i>
<i>Marianne Caldwell</i>	<i>April Muchmore-Vokoun</i>	<i>Michelle Thompson</i>
<i>Patrick Cureton</i>	<i>Bridget Mullen</i>	<i>Misty Vorder Bruegge</i>
<i>Leslie Eckstein</i>	<i>Darryl Myles</i>	<i>Debarti Ghosh</i>
<i>Kristina Nappi</i>	<i>Sarah Gonzalez</i>	<i>Thea Nicolaidis</i>
<i>Fred Jaeger</i>	<i>Judith Nolasco</i>	<i>Todd Joseph</i>
<i>Laura Pierce</i>	<i>Craig Kasper</i>	<i>Janet Sibol</i>

Mr. Reid 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 approval of the **new courses, course modification, program modification** and **program moratoriums** to be effective fall 2020 unless otherwise noted.

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

- 6.02 The President recommended approval of **Sabbatical Leave** during the 2020-2021 Academic Year for the following faculty members: Alexander Ambrioso; Hien Bui; and April Muchmore-Vokoun.

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.

- 6.03 The President recommended approval of the **2020-21 College Calendar**.

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.

7.0 INSTITUTIONAL SERVICES

- 7.01 The President recommended approval of the proposed **College Goals and Strategic Initiatives** to guide direction, effective July 1, 2021.

Brig.Gen. Diehl asked if this document is only one page. Dr. Nagy advised yes. Dr. Atwater advised that these are the three goals as well as the primary initiatives which were discussed in detail at the March 13, 2020 Board Retreat. Dr. Nagy added that this is only the beginning. The College's tactical plan will provide even greater detail. Mrs. Viamontes asked that a copy of the presentation from the Board Workshop be forwarded to the Board again as a refresher. *[The Board Retreat presentation of the College's Goals and Strategic Initiatives was sent to the Board again on May 29, 2020.]*

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.

8.0 FINANCIAL SERVICES

- 8.01 The President recommended approval of the **Application for Final Payment**. In the amount of **\$42,850** to **Crossroads Construction Company, Inc.**, for the completion of the renovation of the restrooms located in the courtyard at the Brandon Campus, as reviewed and recommended by Baker Barrios.

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.

- 8.02 The President recommended approval of the **Application for Final Payment** in the amount of **\$83,850.56** to **Williams Company Tampa**, for completion of the exterior elevated walkway and soffit repairs at the Dale Mabry Campus, as reviewed and recommended by Wilder Architecture.

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 approval of the **March 2020 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.

- 8.04 The President recommended acceptance of the offer and execution of the Agreement for Purchase and Sale and Deposit Receipt with **Florida Health Sciences Center, Inc. DBA Tampa General Hospital of Tampa, Florida**, for the offer amount and purchase price of nineteen million five hundred thousand dollars (\$19,500,000) to sell the College's property located at 39 Columbia Drive, Tampa, Florida 33606-3584.

Mrs. Shah asked if the offer was amended to change the closing from 45 to 90 days. Dr. Atwater advised yes.

Mr. Reid asked if the College was going to counter their offer. Martha Kaye Koehler, General Counsel, advised there is a purchase and sale agreement and we've agreed in discussions with Tampa General Hospital (TGH) verbally, that we would execute the contract and initial the change and return to TGH for their initials. Mr. Mike Griffin with Savills advised that they have worked very hard to run a tight yet competitive sealed offer process. Mrs. Shah asked if we put a request out, is this modifying after the fact. MK advised that the other party agreed to the change and that it was fine to initial the change and should not create any problems regarding the offer process the College used.

Mr. Reid advised that after everything the College asked for, making even that minor change could impact the sale but that hopefully everything will work out.

Mrs. Shah also stated that the College was very specific with what was put in request for proposal and that she was disappointed changes were made after the fact. She added that she hoped this would be a one-time occurrence and it would not happen again.

Mr. Reid thanked TGH for being flexible to allow the College an additional 45 days to close. Brig.Gen. Diehl asked why the change was made. Dr. Atwater stated that although they expect to close within 45 days, the additional 45 days would provide some flexibility during the pandemic.

Mrs. Shah asked to have some input into the next phase. She added that the College had worked very hard on a mission statement and wanted to make sure the College stays in alignment with that and that the College doesn't undo the years of work already done.

Mrs. Viamontes thanked Mr. Reid for his input and insight about the property. She also thanked Mr. Griffin for his help in finalizing the sale and added that this will make a significant impact in the future of the College. She also thanked Mrs. Shah for her legal input. She added that this is an historic moment for the College.

Mrs. Shah thanked Mr. Griffin and his team for their hard work. Mr. Reid echoed that and thanked TGH for being patient with the College, noting that the property will be a valuable asset to them. He added that it's clear that both sides will benefit from the sale.

Mr. Stubbs thanked Mr. Griffin and his team for their hard work.

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 suggested holding a June Board Workshop to have further discussion on the District Administrative Offices relocation. HCC will bring forward a plan of action on moving operations from the two buildings, what the College is going to do and how we are going to do it. He added that Mr. Reid had volunteered to serve as the Board liaison on the planning team.

Mr. Reid stated that everyone needs start thinking about things as soon as possible. He added that the College has the choice of replacing the building and pocketing the leftover funds or spending all of the funds and getting as much as possible into the new building. He added that the College needs to have a baseline charrette sooner rather than later.

Mrs. Shah agreed that a workshop was needed within the next few weeks before a lot of time and effort is spent on a proposal. Dr. Atwater advised there would be several meetings and follow-ups in the development of the new building. Mrs. Shah stated that Mr. Reid would be an incredible value-add but she also has some suggestions and since she cannot speak to Mr. Reid directly, a workshop would be best.

Mrs. Viamontes added that each Board member can speak to Dr. Atwater directly. Dr. Atwater stated that if more than one Board member is involved, the workshop would have to be noticed.

Mr. Reid asked Mrs. Koehler if someone who is in a consulting position, is that something that is a service that can be procured without a competitive process. Mrs. Koehler advised yes but she would follow-up. Mr. Reid stated that he felt strongly about getting a consultant on board and have a workshop as soon as possible. Mrs. Viamontes agreed.

Mrs. Viamontes stated that the first part of this process is clearly construction and once we start receiving estimates, we will also need to determine what to do with the sale proceeds and be very careful once we know how much the College will need for construction.

Brig.Gen. Diehl stated that the reason the trustees need to be involved in the first few meetings is to shape what we are doing. He added that the building will be very important to both the College as well as Tampa. He stated that this should be a grand building built in concert with the College's vision. Mrs. Shah agreed.

Mr. Reid stated that once the direction is decided, additional collective grouping of Board members was not needed. He also added he would like to have a consultant on board from the very first meeting. Brig.Gen. Diehl agreed that a consultant is needed. Mr. Reid added that he previously recommended Envision as a possible consultant to the College. The Board agreed to hold a workshop on Friday, June 5.

- 9.02 The College still has not received any direction from the state regarding the College's budget. A tentative budget has been developed on the assumption that the legislators submit the budget to the governor and the College is prepared to move forward at the June Budget Workshop.

10.0 LEGAL REPORT

11.0 HEARING OF BOARD MEMBERS

- 11.06 Mrs. Shah stated that she is pleased to be a part of this Board as HCC takes a monumental step forward.
- 11.01 Brig.Gen. Diehl echoed Mrs. Shah's comments. He added that it isn't too early to start marketing HCC's story and getting the community excited for us. He added "keep washing your hands".
- 11.02 Mr. Reid thanked Mr. Griffin, Mr. Harris or any other representatives from TGH's side.
- 11.03 Mr. Stubbs stated that he feels this is a great beginning for HCC and he is excited to see what is coming next.

11.04 Mrs. Viamontes stated that the timing of this decision with everything that is happening in healthcare today could not be better. Anything that HCC or the Board can do for TGH should be done to ensure they get access to this location on time.

12.0 ADJOURNMENT

There being no further business, the meeting adjourned at 5:03 p.m.