

**HILLSBOROUGH COMMUNITY COLLEGE  
DISTRICT BOARD OF TRUSTEES  
BOARD MEETING  
TUESDAY, JANUARY 26, 2021 – 4:00 P.M.  
DR. GWENDOLYN W. STEPHENSON DISTRICT  
ADMINISTRATION CENTER – BOARD ROOM  
MINUTES**

**1.0 GENERAL FUNCTIONS**

1.01 Call to Order

1.01.01 Due to the COVID-19 virus, this meeting was also held by Zoom video conferencing due to social distancing limitations. The Board secretary shared that there were no public comments submitted to the Board prior to the meeting. 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

1.03 Pledge of Allegiance

1.04 Roll Call

The following Trustees were in attendance:

- Randall Reid *[via Zoom]*
- Chip Diehl
- Nancy Watkins
- Greg Celestan
- Brian Lametto

1.04.01 Mr. Reid administered the Oath of Office to newly appointed Board member Nancy Watkins.

1.04.02 Mr. Reid administered the Oath of Office to newly appointed Board member Greg Celestan.

1.04.02 Mr. Reid administered the Oath of Office to newly appointed Board member Brian Lametto.

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 in November and December included:
- \$621K YTD in Total Donations;
  - \$1.86M YTD in Total Revenue;
  - \$1.82M YTD in Net Gains on Investments; and
  - \$14.99M in Ending Net Assets.
- 1.06.02 For the fifth consecutive year, we received a \$20,000 gift from Mike Albanese to fund the Susie Steiner Breakfast for Entrepreneurship.
- 1.06.03 The Foundation recently matched \$150,000 in donor gifts from the STEM grant. Of the \$250,000 eligible for match, only \$20,000 remains unused.
- 1.06.04 For the first time ever, the Foundation passed \$15M in total assets and \$9M in endowment dollars.
- 1.06.05 The Foundation recently submitted the final report to J..., Morgan Chase on a \$100K planning grant for the heavy equipment program at the Workforce Center. With the first classes underway, Chase is offering the College the opportunity to submit a grant up to \$500K.
- 1.06.06 A summary of activities and donations received in November and December totaled \$558,385. Donors included:
- *Children's Board of Hillsborough County*
  - *Michael R. Albanese*
  - *Suncoast Credit Union Foundation*
  - *Cynthia D. Hawkins*
  - *PNC Bank*
  - *Crystal Springs Preserve, Inc.*
  - *Rocha Controls*
  - *Port Family Philanthropic Fund at TOP Jewish Foundation, Inc.*
  - *Stephen C. Shear*
  - *Tampa Hispanic Heritage, Inc.*
  - *Port Tampa Bay*
  - *Plant City Rotary Club*
  - *United Way Suncoast*
  - *Christopher G. Diaz*
  - *Ruth V. Loechler Scholarship Foundation at the Community Foundation of Tampa Bay*
  - *Jason W. Stephenson*
  - *Tampa Sports Club Foundation*
  - *Jennifer China*

1.07 Faculty, Staff and Student Recognitions

Mr. Shear also provided a summary of faculty and staff recognitions:

HCC was awarded a \$100,000 Entrepreneurship Education and Training (EET) grant from the Florida Department of Education. In partnership with Hillsborough County Public Schools, the grant seeks to spearhead a comprehensive entrepreneurship education and training program Innovators in Action to serve Career and Technical Education (CTE) educators and students of the Tampa Bay area.

This project's overarching objective is to drive a dynamic CTE entrepreneurial environment by scaling an immersive education and training experience across multiple CTE career pathways that impact the way educators think, students learn, and how businesses engage with CTE programs. Grant efforts will reach across the bay with a joint pitch competition in collaboration with St. Petersburg College and Pinellas County Schools.

The College was awarded the high-impact funding investment tier, meaning the program must include a minimum of three initiatives or activities related to EET. HCC was one of 12 to receive the high funding tier.

- 1.07.01 In early January, HCC's entrepreneurship program completed another round of business funding for students through the Everyday Entrepreneur Venture Fund (EEVF). Six (6) businesses received aggregate funding of \$57,000. Since its inception in 2018, the EEVF has funded 20 student businesses that now are generating in excess of \$1M in aggregate revenue and 34 new jobs.
- 1.07.02 Eric Johnson, Director of Community and Government Relations, was appointed to serve as one of the Hillsborough Area Regional Transit board's representatives on the Metropolitan Planning Organization and the Tampa Historic Streetcar, Inc. Board.
- 1.07.03 The Opticianry Program faculty have been appointed to several leadership positions: Atala Valdes was named the President of Professional Opticians of Florida; Mary Seguiti was named the Commission on Opticianry Education Chair; Thomas Neff was named Treasurer, Commission on Opticianry Education; and Laurie Pierce was appointed Treasurer, Professional Opticians of Florida and local west coast chapter President.
- 1.07.04 Professors Beth Kerly and Dr. Andy Gold recently published a new book with NACCE President Dr. Rebecca Corbin. The book, Impact ED, provides a roadmap for how community college entrepreneurship education helps create equity and prosperity for all. The book profiles four (4) HCC students and their businesses.
- 1.07.05 Several faculty members have volunteered at the COVID-19 vaccination sites throughout our community. They include: Kathrine McGill, Mary Watts, Joe Niemczura, Laura Lewicki, Jennifer Reyes, Laurie Pierce, Lee Stokes, and Larry Linder.

- 1.07.06 Kevin Reed was appointed to serve on the Firefighter Employment, Standards and Training Council that sets the employment and training standards for all firefighters in Florida, as well as the Fire and Emergency Incident Information Systems Technical Advisory Panel.
  - 1.07.07 Law Enforcement and Corrections Program Managers Patrick Messier, James Snapp and Scott Johnson are to be congratulated for their leadership in making HCC a top five school on the passing rates for the 2020 law enforcement and correctional officer certification exam. Law Enforcement was ranked third with a 97% average passing rate and Corrections was ranked second with a 100% average passing rate.
  - 1.07.08 The inaugural cohort of students in the Cardiac Catheterization program began their official course of study spring 2021.
- 1.08 The Chairman recommended adoption of the agenda, all revisions to the agenda and approval of all agenda items marked **“Consent”**.
- Trustee Watkins made a motion of approval as amended, seconded by Trustee Diehl. After due discussion and consideration, approval was given by aye vote of all members present.
- 1.09 The President recommended approval of the **December 9, 2020 Board Workshop** and **Board Meeting Minutes**.
- Trustee Diehl made a motion of approval, seconded by Trustee Watkins. 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 Christopher Johnson, Adjunct Faculty member, addressed the Board concerning sick leave for adjunct faculty.

## **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.

Trustee Watkins made a motion of approval, seconded by Trustee 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 21/SP. Each part-time employee will be compensated in accordance with the Board-approved Salary Schedule.

Trustee Watkins made a motion of approval, seconded by Trustee 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**.

Trustee Watkins made a motion of approval, seconded by Trustee Diehl. After due discussion and consideration, approval was given by aye vote of all members present.

- 5.04 The President recommended that the Board approve select **post-tenured faculty members remain on continuing contracts**.

Trustee Diehl made a motion of approval, seconded by Trustee Watkins. 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 modifications, program modifications** and **the new program to be effective Fall 2021**, unless otherwise noted.

Trustee Watkins made a motion of approval, seconded by Trustee 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 **Award of RFP No. 2821-21 to Audio Visual Innovations, Inc.**, to provide visual systems for simulcast classrooms College-wide for approximately 151 classrooms at a base price range from \$20,648.69 to \$20,984.59 per classroom, as well as additional items as needed per classroom, for a total not-to-exceed cost of \$3,500,000.

Trustee Watkins asked if the procurement requirements were subject to review since this is being funded with the CARES grant. Vonda Melchoir, Director of Purchasing, advised yes but that the Finance Department is documenting everything. Trustee Watkins stated that this project will be an excellent addition to our students' ability to learn.

Trustee Diehl asked for the scoring sheet. Dr. Atwater advised that the scores were summarized in the agenda newsletter but he would provide the Board with a full copy of the scoring sheet. Trustee Diehl asked if the students were able to participate in the testing phase. Dr. Atwater advised that the faculty tested the equipment along with some students.

Trustee Celestan made a motion of approval, seconded by Trustee Watkins. After due discussion and consideration, approval was given by aye vote of all members present.

8.02 The President recommended approval of the **November 2020 Financial Statements**.

Trustee Celestan made a motion of approval, seconded by Trustee Diehl. After due discussion and consideration, approval was given by aye vote of all members present.

## **9.0 ADMINISTRATIVE REPORT**

9.01 Dr. Atwater advised that he would review the College's legislative agenda at the February Board meeting. Mr. Johnson provided a brief update legislative update.

9.02 Dr. Atwater advised that at the next online orientation session for the new trustees, he would discuss the budget in detail including the state holdback and how the decline in enrollment impacted the budget. He added that despite the challenges, the College would submit a balanced budget to the Board.

## **10.0 LEGAL REPORT**

10.01 Frasier Carraway, Legal Counsel, welcomed the new Trustees to the Board.

## **11.0 HEARING OF BOARD MEMBERS**

11.01 Trustee Reid recommended Trustee Celestan as the 2020-2021 Foundation Liaison and Trustee Watkins as Labor Liaison.

Trustee Diehl made a motion of approval, seconded by Trustee Lametto. After due discussion and consideration, approval was given by aye vote of all members present.

11.02 Trustee Wills and Trustee Diehl welcomed the new trustees to the Board.

- 11.03 Trustee Diehl asked what HCC was doing to help with the vaccinations. Dr. Atwater advised that the College has a COVID taskforce and a COVID plan on the HCC website. The College was asked to be a site for delivery of vaccines as well asked if staff could administer vaccines. Currently the College is considering a drive-thru vaccination site at the Brandon campus. Our nursing students and Health Science faculty are currently volunteering to administer the vaccine; however, we are exploring options for student/staff vaccinations.
- 11.04 Trustee Celestan stated that he was pleased and honored to serve on HCC's Board and looked forward to working with everyone.
- 11.05 Trustee Watkins stated that she had previously been a Trustee for HCC for 14 years and she is honored to serve again. She added that she was pleased to serve as Labor Liaison.
- 11.06 Trustee Diehl welcomed the new Board members.

## **12.0 ADJOURNMENT**

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