

**HILLSBOROUGH COMMUNITY COLLEGE
DISTRICT BOARD OF TRUSTEES
BOARD MEETING**

WEDNESDAY, AUGUST 25, 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 public was reminded that questions or comments can 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:

- Chip Diehl
- Nancy Watkins
- Greg Celestan
- Brian Lametto
- Aakash Patel *[arrived at 4:24 p.m.]*
- Dalia McCloud

1.04.01 Trustee Diehl administered the Oath of Office to Dalia McCloud, newly appointed student trustee.

1.05 Welcome to Guests, Faculty and Staff Members

1.06 Foundation Report

1.06.01 Mr. Steve Shear, Executive Director of the Foundation, introduced incoming Foundation Board Chair, Charles Holloman, who provided a brief summary of what the new Foundation board will be focusing on this year. He also congratulated Trustee McCloud on being selected as a student trustee.

Trustee Watkins thanked him for agreeing to accept the position as Foundation board chair and wished him great success.

Trustee Diehl asked if the Foundation board members had the opportunity to travel with the Board. Dr. Atwater advised yes, those opportunities exist.

Dr. Atwater reiterated that the Foundation assets lingered in the \$3M range for many years but are currently in the \$16M-18M range. He noted that it took tremendous work on the part of board volunteers and he thanked the Foundation board for their efforts.

1.06.02 The Foundation Report was sent to the Board under separate cover. A summary of activities during the months of June and July included:

- \$1M YTD in Donations;
- \$3M in Total Revenue;
- \$3M YTD in Gains on Investments; and
- \$16.2M in Ending Net Assets.

Annual highlights included:

- Endowment dollars increased to just under \$10M;
- Over \$3M was raised during the pandemic;
- Staff contributions increased 18%;
- Over \$800K in scholarships awarded; and
- Foundation Total Assets passed \$16M.

1.06.03 A summary of activities and donations received in June and July totaled \$610,631. Donors included:

- *Amazon*
- *Ana Cruz*
- *Ann E. Allen*
- *Ashley Carl*
- *B&I Contractors, Inc.*
- *BayCare Health System*
- *BioSpine Institute*
- *Charles Perry Partners, Inc.*
- *Children's Board of Hillsborough County*
- *Community Foundation of Tampa Bay, Inc.*
- *Crystal Springs Preserve, Inc.*
- *Enterprise Holdings Foundation*
- *Eric Bailey*
- *Florida Gulf Coast Building Construction/Trades Council*
- *Gary Vien*
- *Harvard Jolly Architecture*
- *Hillsborough County Sheriff's Hispanic Advisory Council, Inc.*
- *Interfaith Social Action Council of Sun City Center*
- *IUOE Local 487-District 925*
- *James F. Perry*
- *Josette Bulnes*
- *Nielson, Wojtowicz, Neu & Associates*
- *Raynor Company Group*

- *Reno Building*
- *Rocha Controls*
- *Skanska USA Building, Inc.*
- *Suncoast Credit Union Foundation*
- *Tampa Electric Company*
- *Tampa General Hospital*
- *Tegba Hunter*
- *The Florida College System Foundation, Inc.*
- *Tri-City Electrical Contractors, Inc.*
- *UA Local 123 & MCA Central Florida Charitable Foundation*
- *USAA Foundation, A Charitable Trust*
- *VoltAir Consulting Engineers, Inc.*
- *Wells Fargo Bank, N.A.*
- *Wilder Architecture, Inc.*

1.07 Faculty, Staff and Student Recognitions

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

1.07.01 Hillsborough Community College partnered with **Feeding Tampa Bay** to assist with food distribution to families in need during the pandemic. From March 2020 to the end of July 2021, over 191,000 people were fed and over 7.5 million pounds of food were distributed at over 68 events at the Dale Mabry Campus.

An additional 25 events were held at the SouthShore Campus from October 28, 2020 to April 14, 2021, serving over 10,500 people over 450,000 pounds of food. Since then, they have done a monthly on-site Mobile Pantry serving over 100 families and distributing around 5,000 pounds of food a week.

1.07.02 **Kathleen King**, Director of the Dr. Lydia R. Daniel Honors Program, was published in the *Honors in Practice, Volume 17 (2021) Journal*. Her article is titled, “Fostering Community in the Face of COVID: Case Studies from Two Community College Honors Program.”

1.07.03 **Angela Eveillard**, Director of Strategic Communications, was reelected to the Board of Directors for the Public Relations Society of America (PRSA). The PRSA is the nation’s leading professional organization serving the communications community.

1.07.04 **Dr. Nicole Jaguszyn**, Director of Information Management and Reporting, was invited by the Helios Foundation to speak at the annual conference of NCAN (National College Achievement Network) in which USDOE Secretary Cardona will be keynote. Nicole will be speaking on the FUSE Scholarship.

1.07.05 **Stephanie Perryman**, Institutional Research Officer, was invited to present by SAS Institute at the annual conference of SAIR (Southern Association for Institutional Research). She will be presenting *BI + AI: Getting Near Graduate Stop-outs Back in College*.

- 1.07.06 **Jill Rice**, College Grants Manager, has been appointed to serve as Team Captain of a Federal Funding Task Force for the Council for Advancement and Support of Education, a global network of advancement professionals. She serves on the task force for Title III, Strengthening Institutions program, of which, HCC has a \$6 million Hispanic Serving Institution grant.
- 1.07.07 **Todd Joseph**, Dale Mabry Psychology professor, was installed as the President of the Psi Beta national honor society earlier this month and will serve a two-year term as President. With over 50,000 members, Psi Beta is the premier national honor society in psychology.
Since becoming the primary adviser of HCC's Psi Beta chapter, Todd has mentored hundreds of Psi Beta students. The chapter also won Psi Beta's Outstanding Chapter award for 2020-2021. Congratulations to Professor Joseph for these two outstanding accomplishments.
- 1.08 The Chairman recommended adoption of the agenda, all revisions to the agenda and approval of all agenda items marked "**Consent**".
Trustee Watkins requested to remove consideration of the President's contract under item 11 due to tax issues that still need to be resolved.
Trustee Celestan made a motion to approve the consent agenda as amended, seconded by Trustee Patel. After due discussion and consideration, approval was given by aye vote of all members present.
- 1.09 The President recommended approval of the **June 23, 2021 Board Workshop** and **Board Meeting Minutes**.
Trustee Watkins made a motion of approval, seconded by Trustee Lametto. 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.

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

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

- 5.04 The President recommended approval of year four (4) and year five (5) of the contract with Humana.

Trustee Watkins made a motion of approval, seconded by Trustee Patel. 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, course deletions and program modifications** to be effective Summer 2021, unless otherwise noted.

Trustee Celestan made a motion of approval, seconded by Trustee Patel. 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 \$86,231.64 to **Horus Construction Services, Inc.**, for completion of the TECH Building Backfill Remodel Project located at the Dale Mabry Campus, as reviewed and recommended by Wilder Architecture, Inc.

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

8.02 The President recommended approval of **Budget Amendment No. 1.**

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.

8.03 The President recommended approval of the **Purchase and Sale Agreement for the purchase of the property located at **10230 Leroy Avenue, Tampa, Florida, 33619**, for \$150,000, and to pass a **Resolution** authorizing this purchase.**

Trustee Watkins asked if this property is wetlands. Martha Kaye Koehler, General Counsel, advised that about 50% of the property is wetlands.

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

8.04 The President recommended approval of the **Supplemental Survey to amend the College's August 1, 2020 Educational Plant Survey and submit it to the Office of Educational Facilities, Florida Department of Education for validation.**

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

8.05 The President recommended approval of the **transfer of \$10,000,000 from the June 30, 2021 Fund 1 Unrestricted Fund Balance to Fund 7.**

Trustee Diehl asked what the funds would be used for. Dr. Atwater advised that funds set aside for deferred maintenance were used to pay off the Allied Health Building loan instead; this transfer of funds will replace those funds. These funds may also be used for the new District Administration Building if needed.

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

8.06 Informational Item Only – **May 2021 Financial Statements**

9.0 ADMINISTRATIVE REPORT

9.01 Dr. Atwater announced that the state Board of Education approved the application for the Bachelor of Science in Nursing (BSN) program; HCC is the last community/state college to offer a BSN degree. The program will be brought to the Southern Association of Colleges and Schools (SACS) accreditation board in December 2021 [*Please note the correct date is June 2022*]. Dr. Atwater stated that HCC anticipates being able to offer the first BSN classes beginning in fall 2022.

Trustee Watkins asked if the Foundation was leveraging the new nursing program to generate scholarships. Dr. Atwater advised yes.

Trustee Diehl stated that he would like to establish four or five priorities for offering four-year degrees; Trustee Watkins disagreed stating that four-year degrees are not HCC's priority.

- 9.02 Dr. Atwater introduced Dr. Leif Penrose, Dean of Health Sciences. Dr. Penrose provided a brief update and presentation on the work being done to keep HCC's faculty, staff and students safe during the pandemic.

Trustee Celestan asked if the campuses were still offering vaccinations. Dr. Penrose advised that the vaccination sites were closed down at the end of June; However, as of today, Dr. Paige Neihaus, Brandon Campus president, confirmed that a vaccination site provided by Hillsborough County will be established at the Brandon Campus and will be open seven (7) days a week.

Trustee Watkins asked if an incentive could be offered to students that can show full vaccination. Martha Kaye Koehler, General Counsel, stated that the Department of Education has ruled incentives can be offered to students to get vaccinated but cannot be offered to those already vaccinated. Trustee Watkins added that whatever incentive is offered, she would like the vaccinated and unvaccinated be treated the same and not reward those who did not get vaccinated previously.

Trustee Lametto asked if HCC will become a booster site. Dr. Atwater advised that, if given the opportunity, HCC will be a booster site.

Trustee Diehl asked what HCC's indoor mask policy is. Dr. Atwater advised that while the College does not have a mask mandate, masks are expected and highly encouraged.

Trustee McCloud asked if the quarantine at Hawks Landing had to do with COVID exposure or positive cases. Dr. Penrose advised that there were several students that tested positive as well as students that had been exposed or had symptoms. Trustee McCloud added that the COVID team is doing a great job and while the Hawks Landing situation was unfortunate, the College's actions prevented further outbreak.

- 9.03 Dr. Atwater recommended that Board meetings take place in the Board Room at the Dr. Gwendolyn W. Stephenson District Administration Center through December. The Trustees agreed.

10.0 LEGAL REPORT

- 10.01 Frazier Carraway, Legal Counsel, provided a brief summary of the Board self-evaluation completed by all Board members in May 2021.

11.0 HEARING OF BOARD MEMBERS

- 11.01 Dr. Atwater advised that the four (4) of the five (5) Board members completed the president's evaluation. Trustee Diehl stated that he was interested in what the new Trustees had to say prior to completing the evaluation.

Trustee Watkins asked Trustee Diehl if he was prepared to go over the results of the president's evaluation. Trustee Diehl stated that he wanted the opportunity to speak to the Board prior to completing his evaluation. Trustee Watkins asked when the president's evaluation would be ready to discuss and that the evaluation should have been completed by all Board members when scheduled.

Trustee Celestan agreed with Trustee Watkins that the evaluation should be completed when scheduled.

Additionally, Trustee Watkins stated that she did not want Trustee Diehl's evaluation to be included in the report since he has already reviewed the evaluations submitted by other trustees. Trustee Diehl reiterated that his objective was to discuss the evaluation with the Board first. Trustee Watkins objected to his evaluation being included in the summary because, due to having him now having reviewed the evaluations of all other trustees, it will not be completed under the same conditions as those submitted by the deadline.

Trustee Watkins motioned that the responsibility of providing a summary of the president's evaluation for the September Board meeting be handled by Mr. Carraway, seconded by Trustee Patel. After due discussion and consideration, approval was given by aye vote of all members present.

Trustee Watkins motioned to not consider any evaluation that was not completed by the deadline, seconded by Trustee Celestan. After due discussion and consideration, approval was given by four (4) aye votes and one (1) no vote.

Dr. Atwater confirmed with Trustee Watkins that the president's evaluation discussion would be moved to the September 22, 2021 Board meeting. Additionally, he added that he would not accept the increase that comes with a favorable evaluation unless the staff receives an increase.

11.02 Trustee Patel stated that he had visited several campuses and talked to students and was looking forward to completing the campus tours.

11.03 Trustee McCloud stated that she would begin her campuses tours soon.

12.0 ADJOURNMENT

There being no further business, the meeting adjourned at 5:47 p.m.