

**HILLSBOROUGH COMMUNITY COLLEGE
DISTRICT BOARD OF TRUSTEES
BOARD MEETING
WEDNESDAY, SEPTEMBER 22, 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
- Brian Lametto
- Aakash Patel
- Dalia McCloud

1.04.01 Trustee Diehl presented former trustee and outgoing Board Chair Mr. Randall Reid with a gift while Ashley Carl, Executive Director of Marketing and Public Relations, read the following:

RESOLUTION OF APPRECIATION

WHEREAS, Mr. Randall Reid, initially appointed by Governor Charlie Crist in 2009 and reappointed by Governor Rick Scott in 2013 and 2017, served on the District Board of Trustees for Hillsborough Community College for 12 years; and

WHEREAS, Mr. Reid maintained a district-wide perspective as the Chair of the District Board of Trustees in 2011, 2014 and 2020, while representing Hillsborough County with honor and distinction; and

WHEREAS, Mr. Reid served as the HCC Labor Liaison for the years 2013, 2016 and 2018; and

WHEREAS, Mr. Reid served as the Liaison for the HCC Foundation in 2009 and 2017; and

***WHEREAS**, Mr. Reid oversaw a significant increase in enrollment and new programs at Hillsborough Community College; and*

***WHEREAS**, Mr. Reid oversaw the continued development of the College's SouthShore Campus, the first State college facility designed and built with a commitment to environmental conservation; and*

***WHEREAS**, Mr. Reid has been an advocate for equal and fair treatment of all faculty, staff and students of the Hillsborough Community College District; and*

***WHEREAS**, Mr. Reid, as a respected and established business person, provided guidance and counsel to Hillsborough Community College in policy-making decisions for the institution; and*

***WHEREAS**, Mr. Reid oversaw the disposition of the College's Davis Island property, and both the Cockroach Bay and English Creek Environmental Centers; and*

***WHEREAS**, Mr. Reid oversaw the continued development of the College's Dale Mabry Campus, to include the new Drs. Kiran and Pallavi Patel Allied Health Building and the new Dr. Gwendolyn W. Stephenson District Administration Center; and*

***WHEREAS**, Mr. Reid promoted economic development opportunities for the College; and*

***WHEREAS**, Mr. Reid assisted overall with HCC's federal funding efforts and targeted initiatives on local, state and national levels; and*

***WHEREAS**, Mr. Reid dedicated his time and experience to improving the HCC experience for our students, all members of the HCC family and overall for the residents of the Hillsborough County community; and*

***WHEREAS**, Mr. Reid represented the College with enthusiasm and distinction to the Hillsborough County community, the State Legislature, the Association of Florida Colleges, and the Association of Community College Trustees; and*

***WHEREAS**, Mr. Reid provided leadership for expanded efforts to broaden HCC's outreach to attract students with new educational programs and training opportunities including support for increased distance-learning courses.*

***BE IT RESOLVED** that the District Board of Trustees of Hillsborough Community College extends the recognition and appreciation of the Board, students, faculty, staff and administration for his distinguished service as a member of the Board; and thank him for his time and devotion to the betterment of the College, this 22nd day of September, 2021.*

This Resolution shall take effect immediately and shall be recorded in the meeting minutes of the District Board of Trustees.

Mr. Reid thanked the Board and College and stated that he was proud to have served.

1.05 Welcome to Guests, Faculty and Staff Members

1.06 Foundation Report

Lee Lowry, Director of Development, provided the Board with a brief update of support received in August:

- 1.06.01 P.C. Patel and family pledged \$100K over the next four (4) years for scholarships in the areas of greatest need; Suncoast Credit Union committed \$93,575 for sponsorships and program support; and The Florida College System Foundation, Inc. committed \$59,940 for scholarships from Bank of America and The Helios Education Foundation for First Generation Scholarships and from Florida Blue for Nursing and Allied Health Scholarships.
- 1.06.02 The Foundation Report was sent to the Board under separate cover. A summary of activities during the months of August included:
- \$318K YTD in Donations;
 - \$705K in Total Revenue;
 - \$316K YTD in Gains on Investments; and
 - \$16.8M in Ending Net Assets.
- 1.06.03 A summary of activities and donations received in June and July totaled \$610,631. Donors included:
- *Pradip C. Patel*
 - *Community Foundation of Tampa Bay, Inc.*
 - *Anonymous*
 - *The Florida College System*
 - *SunTrust Banks, Inc./Truist*
 - *Ybor City Development Corporation*
 - *Anston-Greenlees, Inc,*
 - *Tampa General Hospital*
 - *Fifth Third Bank*
 - *UA Local 123 & MCA Central Florida Charitable*
 - *TLC Engineering Solutions*
 - *CapTrust Financial Advisors*
 - *Luis F. Galeano*
 - *Harvard Jolly Architecture/Masters Consulting Engineers*
 - *Hepner Architects, Inc.*
 - *Patcraft*
 - *Tappouni Mechanical*
 - *Trane*
 - *VoltAir Consulting Engineers, Inc.*
 - *A&A Electric*
 - *Caspers Company McDonalds*
 - *Port Tampa Bay*
 - *Reno Building*

Trustee Watkins asked if the [Florida College System Foundation] donation was the match that the state has done for many years. Dr. Atwater advised that the state was in debt too far to catch up so they cleared their debt and started over. Trustee Watkins asked what happened to the gifts that were contingent upon the state providing those funds. Dr. Atwater advised that the College notified the donors that they would not receive a match and no one asked for their donations back.

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 The United States Tennis Association announced that the **Tejas Pradip Patel HCC Tennis Center** is one of 25 winners in the USTA's annual Outstanding Facility Awards program. Located on the Dale Mabry Campus, this award recognizes excellence in the construction and/or renovation of tennis facilities throughout the country. Congratulations goes to Tennis Center Manager Chris Nyholm, Dean Joe Bentrivato and the HCC facilities team.

1.07.02 **Dr. Karen Griffin**, Associate Vice President for the Associate in Arts, will be presenting *Imposter Syndrome: What Is It and What to Do With It!* on October 8, 2021, for the ACE Women's Network of Florida. The ACE Women's Network is a national system of networks within each state, Puerto Rico, and the District of Columbia with the goal of advancing and supporting women in higher education. Each state network with institutional representatives develops programs that identify, develop, encourage, advance, link, and support women in higher education careers within that state.

1.07.03 **Dr. Jennifer Wells China**, SouthShore Campus President, was the keynote speaker at the Athena Society's Phyllis P. Marshall Career Assistance Grants Presentation. The Athena Society annually awards career assistance grants to deserving women in support of their educational goals.

With the assistance of **Alysia Lance**, SouthShore Campus Counselor, five (5) of the eight (8) grant recipients were students from HCC SouthShore Campus. They include: Eliante Arocha, Frances Augustin, Crystal Doria, Anju Gangadeen, and Fallon Hurt.

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 agenda item *11.01, President's Contract*, be removed from the agenda as negotiations are still ongoing; this agenda item will be presented at the December Board meeting.

Trustee Patel made a motion to approve the consent agenda as amended, seconded by Trustee Lametto. After due discussion and consideration, approval was given by aye vote of all members present.

1.09 The President recommended approval of the **August 25, 2021 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 Patel made a motion of approval, seconded by Trustee Lametto. 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 Patel made a motion of approval, seconded by Trustee Lametto. 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 Patel made a motion of approval, seconded by Trustee Lametto. 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) of the dental insurance** 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.

- 5.05 The President recommended approval of **revisions to page 12 of the 2021-2022 Salary Schedule** increasing the Grade 1 minimum hourly rate from \$8.65 to \$10.00 effective September 30, 2021, in accordance with Florida law.

Dr. Atwater stated that the College is in the process of trying to raise the salary scale further.

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.

6.0 EDUCATIONAL PROGRAMS & STUDENT SERVICES

- 6.01 The President recommended approval of the **course modifications** to be effective Fall 2022, unless otherwise noted.

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

7.0 INSTITUTIONAL SERVICES

- 7.01 The President recommended review and acceptance of the annual audit of the Hillsborough Community College Foundation, Inc., for Fiscal Year 2020-2021.

Steve Shear, Executive Director of the Foundation, stated that the audit went smoothly. Trustee Watkins asked that he extend congratulations to the Foundation Board and to the Foundation's new Financial Manager.

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.

8.0 FINANCIAL SERVICES

- 8.01 The President recommended approval of the **Application for Final Payment** in the amount of \$39,599.91 to **Reno Building, LLC**, for completion of the repairs to the soffitt on the Ybor City Campus Child Development Center, as reviewed and recommended by Wilder Architecture, Inc.

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

- 8.02 The President recommended approval of **Amendment No. 1** to the contract with **Charles Perry Partners, Inc.**, establishing the Guaranteed Maximum Price totalling \$16,923,473, for construction of a new District Administration Center at the College's Dale Mabry Campus.

Ben Marshall, Director of Facilities, Planning and Construction, stated that there is a 50-week delivery for the roof joists; raw materials such as steel and glass are a concern; there's a microchip shortage; and the schedule is tight. Mr. Marshall introduced Randall Fitkin, Vice President and Regional Manger for Charles Perry Partners, Inc. who added that as soon as they get the Notice to Proceed, they will order materials and store them onsite. Mr. Marshall added that the project is currently a month ahead of schedule.

Trustee Watkins asked if there was a daily penalty should the project not being completed on time. Mr. Marshall said that there are liquidated damages but those would be difficult to enforce if circumstances are beyond their control.

Trustee Watkins stated that the economic impact on the agenda item should be an absolute number and added that just providing the source of funds is not the economic impact; going forward, this number needs to be on the agenda item. Trustee Watkins asked what the anticipated cost was to complete construction of the building. Dr. Atwater stated \$15M. Trustee Watkins asked what the building sold for. Al Erdman, Chief Financial Officer, stated the building sold for \$19.5M, with net proceeds at about \$18.9M. He added that the net gain once the project is completed will be about \$230K. Trustee Watkins stated that the College should begin negotiations with Tampa General Hospital now should the project be delayed. She added that she doesn't understand the motivation behind selling the building. Dr. Atwater stated that the previous Board decided to sell.

Trustee Watkins asked Mr. Fitkin: "The price agreed to, \$16.9M, fully contemplated that timeline and a reasonable expectation of delivery under current supply chain constraints". Mr. Fitkin stated yes.

Trustee Lametto asked if this could be a regular agenda item for the next year to provide updates, progress and contingency planning. Dr. Atwater advised yes. Dr. Atwater added that the College is committed to moving forward with construction.

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

- 8.03 The President recommended approval of the **carryforward spending plan** as required by state statute.

Trustee Watkins asked if there were any restrictions on using these funds. Dr. Atwater advised no.

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.

- 8.04 The President recommended approval of **Budget Amendment No. 1**.

Trustee Watkins asked if the back-up was intended to show the changes she requested. She added the back-up should show the original budget, the budget amendment, and a final column would be budget as amended. Additional columns should be added as an amendment is added.

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.

- 8.05 Informational Item Only – **June 2021 Financial Statements**

9.0 ADMINISTRATIVE REPORT

- 9.01 Dr. Atwater advised that an COVID vaccination incentive program for students was initiated. For fully vaccinated students at Hawks Landing, students will receive a \$300 rent credit. For the regular student body, the College will hold a raffle to give away \$2,000 award to 50 students. There is an online form to sign up and present their vaccination cards.

Trustee Watkins asked what we are doing with students that choose not to get vaccinated. Dr. Atwater stated they are not doing anything for students that are not vaccinated. Trustee Watkins asked if the College is withholding taxes from these. Dr. Atwater advised no. Mr. Erdman stated that emergency grant aid provided by HEERF funds is not taxable.

Trustee McCloud stated that this is a good incentive and added that many students received the first dose but did not get their second dose.

Trustee Diehl asked what other community colleges were doing. Dr. Atwater advised that a couple of them are offering incentives.

10.0 LEGAL REPORT

- 10.01 Frazier Carraway, Board Legal Counsel, provided a brief summary of the President's evaluation completed by all Board members in June 2021. Trustee Diehl asked if there was a reason that categories are "weighted". Mr. Carraway suggested that next year, everything should be weighted equally. Trustee Watkins disagreed as some categories are more important than others.

11.0 HEARING OF BOARD MEMBERS

- 11.01 President's Contract – This item was removed from the agenda.

Dr. Atwater advised his current contract ends in September. He requested a 60-day extension of his contract. Trustee Watkins asked if his request is to go month-to-month for the next two months under the same terms and conditions as the current contract and not to extend beyond the 2021 calendar year. Dr. Atwater advised yes.

Trustee Watkins made a motion of approval for an extension of Dr. Atwater's contract under the same terms and conditions until such time that the Board enters into a new contract and such extension shall not extend beyond the 2021 calendar year. The motion was seconded by Trustee Patel. After due discussion and consideration, approval was given by aye vote of all members present.

- 11.02 Board Priorities – Dr. Atwater gave a brief overview of the two priority recommendations and initiatives which are engagement with the workforce community and adopting to a post-pandemic educational model.

Trustee Watkins recommended an additional Board priority to elevate the stature, position and enrollment of young black males that have been left behind. Dr. Atwater stated that he would create a draft of the priority for Trustee Watkins to review. Trustee Watkins also asked how many minority students are not graduating. Dr. Paul Nagy, Vice President of Strategic Planning and Enrollment, advised that he can provide that information. *[This information was sent to the Board under separate cover on October 6, 2021.]*

Trustee Patel asked if the Board could see some sample initiatives. He also stated that he had toured the MacDill Center and it would be great to get some signage on base. Additional advertising such as car wraps would also be helpful.

Trustee McCloud agreed with Trustee Watkins suggestion and added that including the Honors Program in that priority would also be beneficial.

Trustee Diehl stated that Congressman Franklin is coming for a campus visit and extended his thanks to Eric Johnson, Director of Government and Community Relations.

12.0 ADJOURNMENT

There being no further business, the meeting adjourned at 5:42 p.m.