



HCC

DISTRICT BOARD OF TRUSTEES BOARD MEETING

APRIL 26, 2023

4:00 PM

LOCATION:

HILLSBOROUGH COMMUNITY COLLEGE
GWENDOLYN W. STEPHENSON DISTRICT OFFICE
4115 N. LOIS AVENUE
TAMPA, FL 33614

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HILLSBOROUGH COMMUNITY COLLEGE
DISTRICT BOARD OF TRUSTEES
BOARD MEETING
APRIL 26, 2023 – 4:00 P.M.
DR. GWENDOLYN W. STEPHENSON DISTRICT ADMINISTRATION CENTER—BOARD ROOM
4115 NORTH LOIS AVENUE
TAMPA, FL 33614

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		<u>Page</u> <u>No.</u>
1.0	<u>GENERAL FUNCTIONS</u>	
	1.01 Call to Order	
	1.02 Invocation	
	1.03 Pledge of Allegiance	
	1.04 Roll Call	
	1.05 Welcome to Guests and Staff Members	
	1.06 Foundation Report	
	1.07 Faculty and Staff Recognitions	
	1.08 The Chairman recommends adoption of the Agenda, all revisions to the Agenda and approval of all agenda items marked “ Consent ”.	
	1.09 The President recommends approval of the March 22, 2023 Board Meeting minutes (submitted herein for your review).	4
2.0	<u>HEARING OF STUDENTS</u>	
3.0	<u>HEARING OF CITIZENS</u>	
4.0	<u>HEARING OF FACULTY AND STAFF</u>	
5.0	<u>HUMAN RESOURCES</u>	
CONSENT	5.01 The President recommends approval of individuals for full-time employment . Each full-time employee will be compensated in accordance with the Board-approved Salary Schedule (submitted herein for your review).	10
CONSENT	5.02 The President recommends approval of individuals for part-time employment during Term 23/SU. Each part-time employee will be	12

compensated in accordance with the Board-approved Salary Schedule (submitted herein for your review).

CONSENT	5.03	The President recommends acknowledgment of employment separations (submitted herein for your review).	14
	5.04	The President recommends approval of the following faculty members be granted Sabbatical Leave during the 2023-2024 Academic Year. <ul style="list-style-type: none">• Travis Meek, Humanities, Dale Mabry Campus• Mary Seguiti, Opticianry, Dale Mabry Campus (Submitted herein for your review).	17
6.0		<u>EDUCATIONAL PROGRAMS AND STUDENT SERVICES</u>	
CONSENT	6.01	The President recommends approval of the new ATC program to be effective FA/23, unless otherwise noted (submitted herein for your review).	22
	6.02	The President recommends approval of the Dual Enrollment Annual Articulation Agreement between Hillsborough Community College and the School Board of Hillsborough County (submitted herein for your review).	24
7.0		<u>INSTITUTIONAL SERVICES</u>	
8.0		<u>FINANCIAL SERVICES</u>	
	8.01	The President recommends approval of award to Mutual of Omaha of Omaha, NE , to provide life and disability insurance for the College's employees, eligible retirees, and their dependents, for a three-year period with the option to renew for two (2) additional one-year periods subject to successful negotiation of a contract for a total estimated cost of \$660,350 for the first year of which \$248,623 will be paid by the College and \$411,727 will be paid by College employees electing to purchase additional coverage. The insurance rates will be guaranteed for the initial two years of the contract and the overall annual cost may vary based on program enrollment (submitted herein for your review).	26
	8.02	The President recommends approval of Budget Amendment number 2 (submitted herein for your review).	27
	8.03	The President recommends approval of Amendment No. 5 to the contract with Williams Company Tampa , establishing a Guaranteed Maximum Price in the amount of \$878,735.00 for the repairs of the exterior stucco, painting, and lightning protection reattachment for the SMPF building located at the SouthShore Campus (submitted herein for your review).	29
CONSENT	8.04	The President recommends approval the application for final payment in the amount of \$42,511.53 to Foresight Construction Group, Inc. for completion of exterior building envelope improvements to the Ybor, Faculty, and Collaboration Studio buildings located at the Ybor City Campus as reviewed	33

and recommended by Wilder Architecture, Inc (submitted herein for your review).

8.05 Informational Item Only – **February 2023 Financial Statements**

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9.0 **ADMINISTRATIVE REPORT**

10.0 **LEGAL REPORT**

11.0 **HEARING OF BOARD MEMBERS**

12.0 **ADJOURNMENT**

Section 1

**HILLSBOROUGH COMMUNITY COLLEGE
DISTRICT BOARD OF TRUSTEES
BOARD MEETING
WEDNESDAY, MARCH 22, 2023 – 4:00 P.M.
YBOR CITY CAMPUS, YBOR ROOM
2112 N. 15TH STREET
TAMPA, FLORIDA 33605
MINUTES**

1.0 GENERAL FUNCTIONS

1.01 Call to Order

This meeting was also held by Zoom video conferencing. The public was reminded that questions or comments can be submitted to the Trustees' email address at any time.

1.02 Invocation

1.03 Pledge of Allegiance

1.04 Roll Call

The following Trustees were in attendance:

- Greg Celestan
- Nancy Watkins
- Brian Lametto
- Juan Penagos
- Chip Diehl
- Aakash Patel

1.05 Dr. Larissa Baía welcomed the Board and guests to Ybor City Campus. She gave a brief overview of the diverse programs available at Ybor City Campus, such as Welding, Police Academy and the Arts. She introduced Ms. Ruth Nelson, Choral Director. Ms. Nelson introduced the Chorus who then performed for the Board and guests. Ms. Nelson introduced Professor Suzy Devore, Theater Director, who introduced three students who performed a theatrical piece from an upcoming show "Zombie Beach." Dr. Baía also thanked the HCC Student Ambassadors who were present to welcome us to the campus.

1.06 Foundation Report

Steve Shear, Executive Director of the Foundation, introduced Brian Serrano and Araseli Martinez-Peña of the Mayors Hispanic Advisory Council to present HCC with a generous donation. Steve Shear then provided the Board with a brief update of the HCCF activities and support.

1.06.01 The Foundation Report was sent to the Board under separate cover. A summary of activities during the month of February included:

- \$2.15M YTD in donations, up 62% above budget.
- \$794K YTD in gains on investments due to market gains.
- 3.79M YTD Total Revenues; up 34% above budget.

- \$17.74M Ending Net Assets up 13% from last year.

1.06.02 Fundraising and Events

- Foundation Staff assisted the BBCB team in obtaining a 12% increase in corporate support, the most corporate dollars raised in BBCB history.
- The internal campaign was a huge success. Total dollars and total donors increased from last year. The William Gregory Foundation matched \$1000.00 for each campus.
- Presidential Showcase, March 29, 2023 at Armature Works.
- Scholarship Partners Breakfast, September 22, 2023, location TBA.
- Hawks, Line and Sinker Fishing Tournament, October 27, 2023 at Hula Bay Club.
- HCC Golf Classic, December 4, 2023 at Tampa Palms Golf & Country Club.

1.07 Faculty, Staff and Student Recognitions

Angela Eveillard, Interim Executive Director of Marketing, provided the following faculty, staff and student recognitions:

- 1.07.01 **Daniel del Valle**, Ybor City Campus Arts student won three American Advertising Federation Gold Addy Awards in the student category for publication and typeface design.
- 1.07.02 **Dayanna Rodrigues** has been selected as the Florida College System Activities Association Student of the Month.
- 1.07.03 Honors students, **Essimo Mokube** and **Getulio Gonzalez-Mulattieri**, were selected as 2023 semifinalists for the Cooke Undergraduate Transfer Scholarship from the Jack Kent Cooke Foundation.
- 1.07.04 **Dr. Deborah Kish** completed an Entrepreneurship and Innovation Certificate from Harvard Business School Online. The Certificate focuses on developing and launching new ventures.
- 1.07.05 As a national board member for the National Council on Black American Affairs and current Co-Vice President of Programs, **Dr. Teresa Lewis** will be coordinating NCBAA events at the AACC conference next month in Denver, Co.
- 1.07.06 **Dr. Paul Nagy**, Vice President of Strategic Planning & Analysis, has been invited to speak at the "Complete Tennessee Leadership Institute" on Data-Driven Completion Efforts. The program is hosted by The Hunt Institute and will be held May 15 in Chattanooga, TN.
- 1.07.07 SouthShore Campus Student Activities Coordinator, **Cheyenne Olson** was selected to serve as the Florida College System Activities Association Advisor Training Coordinator for all the Student Activities Coordinators in Florida.
- 1.07.08 **Nestor Melendez**, Ed.S., Dean of Student Services at the Brandon Campus, has been appointed to serve as the Education Committee Co-chair for the Tampa Bay Latin Chamber.

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

Trustee Lametto made a motion to approve, 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 **February 22, 2023 Board Meeting Minutes**. Trustee Watkins asked if there were any additions or corrections to the minutes, hearing none, the minutes were approved as drafted.

2.0 HEARING OF STUDENTS

3.0 HEARING OF CITIZENS

4.0 HEARING OF FACULTY AND STAFF

- 4.01 The following Faculty member addressed the Board regarding FUSA Bargaining:
- Suzy Devore
 - Jeremy Bullian
 - Anthony Buonaquisti
 - Elizabeth Key-Raimer (virtually)
 - April Muchmore -Vokoun
 - Sheryl Sippel

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.
- 5.02 The President recommended approval of **part-time faculty and staff employment recommendations** for Term 23/SP. Each part-time employee will be compensated in accordance with the Board-approved Salary Schedule.
- 5.03 The President recommended acknowledgment of **employment separations**.
- 5.04 The President recommended approval of a **one (1) year extension to the Dental and Vision contract with Humana**.

Trustee Lametto 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 **reduced course fee to be effective FA/23**, unless otherwise noted.
- 6.02 The President recommended approval of the **2023 – 2024 College Calendar**. 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.

7.0 INSTITUTIONAL SERVICES

8.0 FINANCIAL SERVICES

8.01 The President recommended acceptance of the Financial Statements Audit Report No. 2023-120 for the Fiscal Year Ended June 30, 2022

Trustee Lametto 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 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 Celestan 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 Informational Item Only – January 2023 Financial Statements

9.0 ADMINISTRATIVE REPORT

9.01 Dr. Atwater invited the representative from Brown and Brown to present a Health Insurance power point regarding the 2023 – 2024 renewal.

9.02 Eric Johnson, Director of Community & Government Relations, gave the Board an update regarding the budget negotiation process taking place in Tallahassee.

10.0 LEGAL REPORT

11.0 HEARING OF BOARD MEMBERS

11.01 Student Trustee Penagos thanked the College Administration, Dr. Atwater, Dr. Ray and Rich Senker for their support of the Honors Global Leadership which took students to Morocco. He said the students brought amazing feedback, and they are happy that the program came back after a few years of hiatus due to the pandemic. He also recognized Dr. Myria Evans for her support, leadership and commitment to PTK. Three of the four active chapters earning a five-star rating and the remaining chapter receiving a 4-star rating.

11.02 Trustee Patel is looking forward to the HCC Showcase coming up next week and thanked Dr. Baía for hosting us.

11.03 Trustee Lametto thanked Dr. Baía for hosting the Board meeting.

11.04 Trustee Celestan thanked Dr. Baía for hosting and Suzy Devore for the performance. He said how much he enjoyed both the chorus and theatrical performance. He stated that he has complete confidence in Dr. Atwater and the staff and in his management of the college. He requested that a salary study be performed as soon as possible. He stated that there is a loss of trust among a segment of the faculty that cannot be ignored. He mentioned the four items that are at impasse and how we are awaiting the decision of the special magistrate. Trustee Watkins reminded the Board that the Magistrate does not decide but provides a recommendation. It is not a binding arbitration.

11.05 Trustee Watkins thanked Dr. Baía and entire campus for their hospitality. Stating that the talent presented was impressive for students in their first two years.

Trustee Watkins concurred with the Vice Chair concerning full support of the President and his administration. She disagreed with Trustee Celestan regarding the salary study. She requested a salary study for the next negotiations coming up for 2023. She would like to see a resolution of the current issues before the end of the fiscal year (June 30, 2023). Trustee Watkins requested a Board Workshop be scheduled as soon as possible so that every Trustee is fully versed and understands exactly what the faculty union is asking. She requested that labor counsel be present when the workshop takes place. She noted that she hears and understands the administration's position but also understands, almost, the concerns most faculty members have spoken about, and believes there is a great deal of misunderstanding regarding administrative procedures.

12.0 ADJOURNMENT

There being no further business, the meeting adjourned at 5:30 p.m.

Section 2-4

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Section 5

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 5.01

CONSENT

BACKGROUND AND PERTINENT FACTS:

These are personnel appointments for budgeted full-time positions.

ECONOMIC IMPACT:

All the positions are budgeted within the current fiscal year (2022-2023). Except for temporary positions, these positions will be fully budgeted in subsequent fiscal years unless program or service changes or financial exigency requires that funds be discontinued.

OBJECTIVE:

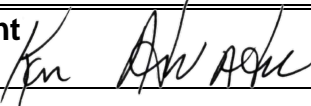
To provide necessary staff support for the appropriate divisional unit.

LEGAL AUTHORITY:

F.S. 1001.64; 1001.65

RECOMMENDATION:

The President recommends approval of individuals for full-time employment (submitted herein for your review). Each full-time employee will be compensated in accordance with the Board-approved Salary Schedule.

Initiator	Date
Vice President/Campus President/Exec Dir of Human Resources	Date
District President 	Date 04/18/23

1-0-024 (2/04)

FULL-TIME APPOINTMENTS
APRIL 26, 2023 BOARD MEETING

ADMINISTRATOR

<u>NAME</u>	<u>TITLE</u>	<u>POSITION #</u>	<u>CAMPUS</u>	<u>START DATE</u>
Johnson, Sean*	Associate Director, Financial Aid Processing Op.	AFC0100020	District	04/06/23

STAFF EXEMPT

<u>NAME</u>	<u>TITLE</u>	<u>POSITION #</u>	<u>CAMPUS</u>	<u>START DATE</u>
Hamilton, Candra	Student Services Advising Generalist	EFC0600132	SouthShore	04/17/23
Klohr, Ryan	Academic Advisor	EFC0600131	Brandon	03/30/23
Lawrence, Carol	Accountant II	EFC0800043	District	04/17/23
Meulener, Danilo	Purchasing Officer	EFC1200023	District	04/06/23
Nye, Marina	Asst. Director, Admissions & Recruitment	EFC1200074	Collaboration	04/04/23
Wood, Joshua	Student Services Advising Generalist	EFC0600133	SouthShore	04/06/23

STAFF NON-EXEMPT

<u>NAME</u>	<u>TITLE</u>	<u>POSITION #</u>	<u>CAMPUS</u>	<u>START DATE</u>
Broxton, Tomeca	Duplicating Clerk	NFC0100004	Ybor City	04/13/23
Seder, Janell	Staff Assistant II	NFC0300014	Plant City	04/06/23

PROMOTION

<u>NAME</u>	<u>FROM</u>	<u>CAMPUS</u>	<u>TO</u>	<u>CAMPUS</u>	<u>START DATE</u>
Parker, Lina	Buyer	District	Business Information Analyst	District	03/23/23
Rivera, Naomi**	Grants Comm. Specialist	Collaboration	Special Projects Trainer	Collaboration	03/31/23

*Full-Time Temporary

**Full-Time Temporary/Grant-Funded

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 5.02

CONSENT

BACKGROUND AND PERTINENT FACTS:

The College has determined that part-time faculty and staff are needed to support the academic programs for the Academic Term 23/SP. Part-time faculty will be employed on a term-by-term basis. If additional part-time staff is needed, a supplementary list will be submitted for appointment.

ECONOMIC IMPACT:

All the positions are budgeted within the current fiscal year (2022-2023). All part-time faculty and staff budgets are reviewed during budget development and established based on enrollment projections and departmental need.

OBJECTIVE:

To augment full-time faculty and staff with temporary assistance to meet the academic goals of the College

LEGAL AUTHORITY:

F.S. 1001.64; 1001.65

RECOMMENDATION:

The President recommends approval of individuals for part-time employment during Term 23/SP (submitted herein for your review). Each part-time employee will be compensated in accordance with the Board-approved Salary Schedule.

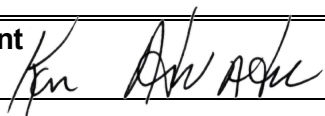
Initiator

Date

Vice President/Campus President/Exec Dir of Human Resources

Date

District President



Date

04/18/23

1-0-024(2/04)

PART-TIME APPOINTMENTS
APRIL 26, 2023 BOARD MEETING

FACULTY

<u>NAME</u>	<u>TITLE</u>	<u>POSITION #</u>	<u>CAMPUS</u>	<u>BEGIN DATE</u>
Abuamaish, Mohammad	Adj Biological Science Instructor	FPNC0403	SouthShore	03/23/23
Arango, Oscar	Adj Foreign Language Instructor	FPNC0020	Brandon	05/08/23
Finch, Brian	Adj Education Instructor	FPNC0465	SouthShore	04/06/23
Klingler, Suliany	Adj Accounting Instructor	FPNC0399	SouthShore	03/23/23
Miller, David	Adj Occupational NC Instructor	FPNN0009	Plant City	04/05/23
Scott, Zachary	Adj Opticianry Instructor	FPNC0087	Dale Mabry	04/14/23

NON-FACULTY

<u>NAME</u>	<u>TITLE</u>	<u>POSITION #</u>	<u>CAMPUS</u>	<u>BEGIN DATE</u>
Cohen, Elizabeth	PT Specialist	ZPP40096	Ybor City	04/10/23
Huynh, Jane*	PT Advanced Technician	ZPP3T005	Ybor City	04/06/23
Land, Jenna	PT Specialist	ZPP40092	Ybor City	03/23/23
Nguyen, Veronica	PT Technician	ZPP20015	Dale Mabry	03/23/23
Sherman, Shaikala	PT Specialist	ZPC40049	Ybor City	04/06/23
Yepes, Stefany	PT Assistant	ZPP10221	Dale Mabry	03/23/23

* Part-Time Temporary/Grant Funded

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 5.03

CONSENT

BACKGROUND AND PERTINENT FACTS:

Upon review of documentation, it was determined that the employees listed herein will separate from employment at the College as indicated.

ECONOMIC IMPACT:

None.

OBJECTIVE:

To acknowledge separations.

LEGAL AUTHORITY:

F.S. 1001.64; 1001.65

RECOMMENDATION:

The President recommends acknowledgement of employment separations (submitted herein for your review).

Initiator

Date

Vice President/ President/Exec Dir of Human Resources

Date

District President



Date

04/18/23

1-0-024 (2/04)

FULL-TIME SEPARATIONS
APRIL 26, 2023 BOARD MEETING

RESIGNATION

<u>NAME</u>	<u>TITLE</u>	<u>CAMPUS</u>	<u>BEGIN DATE</u>	<u>END DATE</u>
Scavella, Elaine	Public Safety Officer	Collaboration	09/18/14	04/19/23
Shelton, Scott	Financial Aid Counselor	Collaboration	02/09/23	04/05/23
Sparrowhawk, Jaime	Staff Assistant II	Brandon	02/15/07	04/05/23
Verrell, Scott	Tradesworker II	Ybor City	11/07/19	03/11/23
Zides, Andrew**	Project Manager	Dale Mabry	05/19/22	04/18/23

RETIREMENT

<u>NAME</u>	<u>TITLE</u>	<u>CAMPUS</u>	<u>BEGIN DATE</u>	<u>END DATE</u>
Fryman, Terry	Business Information Analyst	District	04/24/89	06/14/23
Shear, Stephen	Executive Director, Foundation	District	01/05/15	06/30/23

NON-RENEWAL OF CONTRACT

<u>NAME</u>	<u>TITLE</u>	<u>CAMPUS</u>	<u>BEGIN DATE</u>	<u>END DATE</u>
James, Carrie	Radiology Tech Instructor	Dale Mabry	01/06/22	05/08/23
McCullough, Ronald	Speech Instructor	Dale Mabry	08/16/18	05/08/23

EXPIRATION OF TEMPORARY ASSIGNMENT

<u>NAME</u>	<u>TITLE</u>	<u>CAMPUS</u>	<u>BEGIN DATE</u>	<u>END DATE</u>
Corson, Joshua*	English Instructor	Dale Mabry	08/11/22	05/08/23
Davis, Mary*	English Instructor	Brandon	09/12/22	05/08/23
Ivanova, Mariya*	Instructor, Basic Year	Plant City	01/05/23	05/08/23
Marquez, David*	Computer Science Instructor	SouthShore	08/11/22	05/08/23
Moss, Krista*	Nursing Instructor	Dale Mabry	01/05/23	05/08/23
Parayil, Meera*	Nursing Instructor	Dale Mabry	01/05/23	05/08/23
Pedroza, Bianca*	Biological Sciences Instructor	Plant City	08/11/22	05/08/23
Sharabyani, Abdolhossein*	Architectural Construction Instr.	Dale Mabry	08/11/22	05/08/23
Smith, Amy*				05/08/23


* Full-Time Temporary

** Full-Time Temporary/Grant Funded

FULL-TIME SEPARATIONS
APRIL 26, 2023 BOARD MEETING

<u>NAME</u>	<u>TITLE</u>	<u>TERMINATION</u>	<u>CAMPUS</u>	<u>BEGIN DATE</u>	<u>END DATE</u>
Frye, Andrew	Associate Director, Purchasing		District	01/04/23	03/24/23

* Full-Time Temporary
** Full-Time Temporary/Grant Funded

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES	
Agenda Number: 5.04	
BACKGROUND AND PERTINENT FACTS:	
<p>The agreement between the Hillsborough Community College District Board of Trustees and the Faculty United Service Association (FUSA) regarding Sabbatical Leave provides that “no more than six full-time equivalent faculty members shall receive Sabbatical Leave for an academic year.”</p>	
ECONOMIC IMPACT:	
<p>Compensation while on sabbatical leave is three fourths of the faculty member’s annual salary prorated for the period of the leave. This is paid from the Faculty, Staff and Program Development fund.</p>	
OBJECTIVE:	
<p>To provide eligible full-time, tenured faculty members with an opportunity for professional growth and/or the completion of their doctoral degree.</p>	
LEGAL AUTHORITY:	
<p>SBE 6A-14.0411 FUSA Agreement, Article 12.7</p>	
RECOMMENDATION:	
<p>The President recommends that the Board approve the following faculty members be granted Sabbatical Leave during the 2023-2024 Academic Year.</p> <p>Travis Meeks Humanities Dale Mabry Campus</p> <p>Mary Seguiti Opticianry Dale Mabry Campus</p>	
Initiator	Date
Vice President/Campus President/Director of Human Resources	Date
District President 	Date 04/18/23



APPLICATION FOR FACULTY MEMBER SABBATICAL LEAVE

Reference: HCC-FUSA Collective Bargaining Agreement
[https://hccfl.sharepoint.com/sites/employee relations/FUSA - Labor Union Resources](https://hccfl.sharepoint.com/sites/employee%20relations/FUSA-Labor%20Union%20Resources)

Steps: Please complete all blocks in section 1.

1. Faculty member completes application form and forwards to appropriate dean.
2. Dean acknowledges application and forwards to Human Resources through the Campus President.
3. Human Resources verifies eligibility for sabbatical and forwards to Sabbatical Committee chairperson.

Notices:

1. Stipends for tuition referenced in Article 6.20, HCC-FUSA contract cannot be used while on sabbatical leave.
2. Pay is reduced to 75% while on sabbatical leave.
3. Any changes to the sabbatical plan must be reported immediately to the appropriate dean.
4. Upon completion of the leave, a Sabbatical Leave Activity Report (form 2-1-112) must be submitted within four weeks (28 calendar days) of the first contractual day following the leave.

Section 1. Faculty Member/Plan Information

<i>Name</i>		<i>Campus</i>	
<i>Colleague ID Number (not SSN)</i>	<i>Discipline</i>		
<i>Leave Work at HCC on (date)</i>		<i>Return to Work at HCC on (date)</i>	
<i>Requested Amount of Time (e.g. 1yr, 1 term, etc)</i>		<i>Beginning Date of Full-Time Employment at HCC</i>	
<i>Previous sabbatical leave:</i>	<input type="checkbox"/> <i>None</i>	<input type="checkbox"/> <i>Yes</i> ▶	<i>From: To:</i>

Explain the purpose of the sabbatical leave (confine remarks to space provided).

Continue on page 2.

APPLICATION FOR FACULTY MEMBER SABBATICAL LEAVE continued.

Describe in detail the proposed plan/activity. (Confine remarks to space provided).

List the name of the institution/location of travel. (Confine remarks to space provided).

Describe any financial support the institution will be providing. (Confine remarks to space provided).

Describe the expected results (professional benefits of the sabbatical leave). (Confine remarks to space provided).

Faculty Member's Signature

Date

Section 2. Acknowledgement by Dean

Section 3. Acknowledgement by Campus President

Remarks, if any:

Remarks, if any:

Signature:

Date:

Signature:

Date:



APPLICATION FOR FACULTY MEMBER SABBATICAL LEAVE

Reference: HCC-FUSA Collective Bargaining Agreement
[https://hccfl.sharepoint.com/sites/employee relations/FUSA - Labor Union Resources](https://hccfl.sharepoint.com/sites/employee%20relations/FUSA-Labor%20Union%20Resources)

Steps: Please complete all blocks in section 1.

1. Faculty member completes application form and forwards to appropriate dean.
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3. Any changes to the sabbatical plan must be reported immediately to the appropriate dean.
4. Upon completion of the leave, a Sabbatical Leave Activity Report (form 2-1-112) must be submitted within four weeks (28 calendar days) of the first contractual day following the leave.

Section 1. Faculty Member/Plan Information

<i>Name</i> Mary Seguiti		<i>Campus</i> Dale Mabry	
<i>Colleague ID Number (not SSN)</i> 0182664		<i>Discipline</i> Opticianry	
<i>Leave Work at HCC on (date)</i> August 13, 2023		<i>Return to Work at HCC on (date)</i> December 12, 2023	
<i>Requested Amount of Time (e.g. 1yr, 1 term, etc)</i> 1 term		<i>Beginning Date of Full-Time Employment at HCC</i> January 3, 2013	
<i>Previous sabbatical leave:</i>		<input checked="" type="checkbox"/> None <input type="checkbox"/> Yes ▶ <i>From:</i> <i>To:</i>	

Explain the purpose of the sabbatical leave (confine remarks to space provided).

The purpose of my sabbatical is to research and participate in various community service events pertaining to the eye care profession. I plan to help develop and bring back to the Opticianry program multiple ways for students to participate in outreach programs. The opticianry program students have been participating in a Service-Learning Clinic class for the last 10 years. HCC has always promoted the importance in giving back. Now more than ever there is a greater need for volunteers. These outreach opportunities will provide students with meaningful ways in the Optical field to connect through community groups and projects. These additional events will not only provide needed assistance for underserved communities but will enrich and enhance the students learning of needed skills in the Optical field. The time donated will have a positive impact and contribute to communities on a local, state, and international level.

Continue on page 2.

APPLICATION FOR FACULTY MEMBER SABBATICAL LEAVE continued.

Describe in detail the proposed plan/activity. (Confine remarks to space provided).

As a liaison to the Optical Industry, I will research and work with the following groups to expand service learning opportunities; Great Shape, iCare set up 2 eyecare clinics in Jamaica, Lions Eye Institute working Vision bus at Title One schools, work with Remote Area Medical/Optical, work with the Professional Opticians of Florida, work with Opticians Association of America foundation Vision of Hope, American Board of Opticianry, Vision Council, Essilor Foundation, Special Olympics eyecare division, & HCC Foundation

List the name of the institution/location of travel. (Confine remarks to space provided).

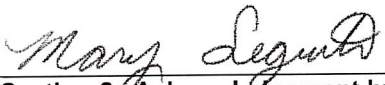
Travel to Pinellas and Hillsborough County going to Title One schools to provide eyecare/eyewear. Travel to Orlando for the Special Olympics providing eyecare/eyewear. Travel to Jamaica setting up eye clinics for 2 weeks to provide eyecare, eyewear, surgery, and nursing services. Travel to Las Vegas for National meeting with all Opticianry organizations to foster and develop meaningful and needed outreach programs. Travel within state of Florida to attend conferences for opportunities with the Professional Opticians of Florida

Describe any financial support the institution will be providing. (Confine remarks to space provided).

none- expenses will be covered at this time with the national/international boards I am on. I will also seek funding for additional scholarships.

Describe the expected results (professional benefits of the sabbatical leave). (Confine remarks to space provided).

The various activities I develop will provide more opportunities for students to accomplish the required hours in Service-Learning Clinic courses. Students will have an impact locally, nationally, and internationally in the eyecare community. These events will open employment opportunities to students and foster outreach programs in new ways. Many of these students will continue on this path long after graduation providing 'the gift that keeps giving'

<i>Faculty Member's Signature</i>		<i>Date</i>	
		2-13-2023	
Section 2. Acknowledgement by Dean		Section 3. Acknowledgement by Campus President	
<i>Remarks, if any:</i> Ms. Seguiti has discussed this plan with me and I have no objections.		<i>Remarks, if any:</i>	
<i>Signature:</i> Dr. Leif Penrose <small>Digitally signed by Dr. Leif Penrose DN: cn=Dr. Leif Penrose, o=Hillsborough Community College, ou=Health Sciences, email=L.penrose@hccfl.edu, c=US Date: 2023.02.13 08:00:06 -05'00'</small>	<i>Date:</i> 2/13/2023	<i>Signature:</i> Dr. Paige Niehaus <small>Digitally signed by Dr. Paige Niehaus Date: 2023.02.13 08:15:40 -05'00'</small>	<i>Date:</i>

Section 6

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 6.01

CONSENT

BACKGROUND AND PERTINENT FACTS:

The Health Sciences discipline group presented a new ATC program to the Academic Affairs Committee.

The Academic Affairs Committee approved the new ATC program and forwarded it to the Vice President for Academic Affairs who reviewed it with the appropriate staff for forwarding to the President.

ECONOMIC IMPACT:

None.

OBJECTIVE:

To strengthen the college curriculum.

LEGAL AUTHORITY:

HCC 6HX-10-4.06

RECOMMENDATION:

The President recommends approval of the new ATC program to be effective FA/23, unless otherwise noted.

Initiator

Brian Mann and Dionna Doss

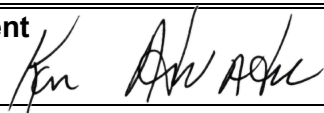
Date:

Vice President/Campus President/Director of Human Resources

Richard Senker

Date:

District President



Date

04/18/23

Hillsborough Community College

April 2023 BOT

New Program Effective FA/23

Radiation Therapy Specialist (ATC)

ATC • Radiation Therapy Specialist **(44 Credit Hours)**

This program is designed for students who have successfully completed an A.S. program in Radiography and are certified by the American Registry of Radiologic Technologists (ARRT). Radiation therapists are vital members of the cancer management team. They administer high energy radiation treatments with external beam linear accelerators and operate CT simulators, which aid in the treatment planning process. Therapists work directly with radiation oncologists to administer patient treatments. While in the program, students will learn to operate state-of-the-art equipment used in the treatment of cancer. The program uses an integrated didactic and clinical competency-based curriculum. Students should have a strong interest in math, physics and computers. In addition, students should have good communication skills, critical thinking skills, a strong work ethic and a desire to help others. Certified radiation therapists enjoy mobility in the field of radiation therapy with opportunities in management, education, dosimetry and simulation.

Upon successful completion of the program, graduates are eligible to apply for the American Registry of Radiologic Technologists (ARRT) examination in radiation therapy.

The program is accredited by the Joint Review Committee on Education in Radiologic Technology, 20 N. Wacker Drive, Suite 2850, Chicago, IL 60606-3182 (312) 704-5300. Email: mail@jrcert.org

Prerequisite for Admission

Students must have an A.S. degree, college algebra and college English, and have ARRT certification in Radiography.

Program Required Courses

YEAR I – Second Semester

RAT	1618	Radiation Therapy Physics II.....	2 cr.
RAT	1691L	Introduction to Clinical Concepts Lab	2 cr.
RAT	2023	Principles and Practice of Radiation Therapy I.....	3 cr.
RAT	2242	Principles and Practice of Radiation Therapy II.....	3 cr.

YEAR I – Third Semester

RAT	1810	Radiation Therapy Clinic I.....	2 cr.
RAT	2303	Psychological Aspect of Oncology.....	2 cr.
†RAT	2901	Simulation Lecture I.....	1 cr.
RAT	2901L	Simulation Lab I.....	1 cr.

YEAR II – First Semester


RAT	2241	Radiation Biology.....	3 cr.
RAT	2620	Radiation Therapy Physics III	2 cr.
RAT	2804	Radiation Therapy Clinic II	3 cr.
RAT	2902	Simulation Lecture II	1 cr.
RAT	2902L	Simulation Lab II.....	1 cr.

YEAR II – Second Semester

RAT	2021	Dosimetry and Treatment Planning	4 cr.
RAT	2621C	Radiation Therapy Physics IV	2 cr.
RAT	2814	Radiation Therapy Clinic III	4 cr.

YEAR II – Third Semester

RAT	2061	Radiation Therapy Seminar	3 cr.
RAT	2619L	Computer Applications in Treatment Planning.....	1 cr.
RAT	2824	Radiation Therapy Clinic IV	3 cr.
RTE	2473L	Quality Assurance in Radiation Therapy.....	1 cr.

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES	
Agenda Number: 6.02	
BACKGROUND AND PERTINENT FACTS:	
<p>Hillsborough Community College and the School Board of Hillsborough County are proposing a revised Dual Enrollment Articulation Agreement. Various meetings took place between HCC and SBHC to develop one articulation agreement which includes Dual Enrollment, Early Admission, and Collegiate Academies. Instead of three-year articulation agreement, we are proposing annual articulation agreements</p>	
ECONOMIC IMPACT:	
<p>The economic impact is enrollment dependent. Dual enrollment students do not pay HCC tuition, so there is an opportunity to provide instruction to non-fee-paying students.</p>	
OBJECTIVE:	
<p>To request approval of the annual Dual Enrollment articulation agreement between Hillsborough Community College and the School Board of Hillsborough County which includes Dual Enrollment, Early Admission, and Collegiate Academies.</p>	
LEGAL AUTHORITY:	
<p>F.S. 1007.22, 1007.271, 1008.30; SBE 6A-10.024, 6A-10.0315, 6A-14.064</p>	
RECOMMENDATION:	
<p>The President recommends that the Board approve the Dual Enrollment Annual Articulation Agreement between Hillsborough Community College and the School Board of Hillsborough County.</p>	
Initiator	Date
Vice President/Campus President/Director of Human Resources	Date
District President 	Date 04/18/23

Section 7

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Section 8

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 8.01

BACKGROUND AND PERTINENT FACTS:

On September 13, 2022, the College advertised Request for Proposals # 2885-23 for Florida-licensed life and disability insurance companies and/or Florida-licensed health insurance companies to provide bundled plans for life and disability insurance as per the following: (1) Group Basic Employee and Dependent Term Life Insurance Plans along with Accidental Death and Dismemberment (AD&D) Insurance Plans; (2) Supplemental Employee and Dependent Life Insurance Plans along with Accidental Death and Dismemberment (AD&D) Insurance Plans; (3) Long-Term Disability Insurance Plans; and (4) Short-Term Disability Insurance Plans for the College's employees, eligible retirees, and their dependents for a three-year period with the option to renew for two (2) additional one-year periods. The College received proposals from seven (7) firms. The eight-person insurance committee comprised of the College's Executive Director of Human Resources, the Controller, the Assistant Dean to the SouthShore Campus Dean of Student Services, the Assistant Dean to the Ybor City Campus Dean of Student Services, a Plant City Campus Nursing Instructor, and a Dale Mabry Campus Counselor reviewed the responses and ranked them as follows:

FIRM	LOCATION	SCORE
Mutual of Omaha	Omaha, NE	88.08
Standard Insurance Corp	Portland, OR	59.17
Symetra Life Insurance	Bellevue, WA	58.83
New York Life	Tampa, FL	55.00
Lincoln National Life	Omaha, NE	54.67
Metropolitan Life	New York, NY	53.00
USAbLe Life	Little Rock, AR	48.92

The committee recommends that RFP # 2885-23 be awarded to **Mutual of Omaha of Omaha, NE** at a first-year annual cost of approximately \$660,350 of which \$248,623 will be paid by the College and \$411,727 will be paid by College employees electing to purchase additional coverage. The insurance rates will be guaranteed for the initial two years of the contract.

ECONOMIC IMPACT:

Funds will be provided in the General Operating Budget.

OBJECTIVE:

To provide life and disability insurance for the College's employees, eligible retirees, and their dependents, for a three-year period with the option to renew for two (2) additional one-year periods.

LEGAL AUTHORITY:


SBE 6A-14.0734, HCC 6HX-10-6.08, FS 1001.02, FS 1001.64

RECOMMENDATION:

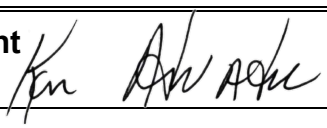
The President recommends approval of award to **Mutual of Omaha of Omaha, NE**, to provide life and disability insurance for the College's employees, eligible retirees, and their dependents, for a three-year period with the option to renew for two (2) additional one-year periods subject to successful negotiation of a contract for a total estimated cost of \$660,350 for the first year of which \$248,623 will be paid by the College and \$411,727 will be paid by College employees electing to purchase additional coverage. The insurance rates will be guaranteed for the initial two years of the contract and the overall annual cost may vary based on program enrollment.

Initiator

Date

Vice President/Campus President/Executive Director of Human Resources	Date
District President 	Date 04/18/23

1-0-024 (02/04)

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES	
Agenda Number: 8.02	
BACKGROUND AND PERTINENT FACTS:	
<p>Pursuant to Florida Administrative Code and Florida Statutes, a Budget Amendment is required to adjust an expenditure class within the budget i.e., personnel costs, current expenses and capital outlay.</p> <p>The adjustments made in Budget Amendment number 2 are to the revenue and expenditure budgets by \$30,000 for projected revenue and expenditures in excess of the original budget for the Dale Mabry Campus facility rentals.</p> <p>See attachment for detailed explanations of changes.</p>	
ECONOMIC IMPACT:	
<p>Increase Unrestricted Current Fund revenue and expenditure budgets by \$30,000 for the Dale Mabry campus facility rentals.</p>	
OBJECTIVE:	
<p>To obtain Board of Trustees approval for adjustments made in Budget Amendment number 2.</p>	
LEGAL AUTHORITY:	
<p>Florida State Board of Education Rule 6A-14.0717 (2) (a), Sections 1001.02(9), 1011.01, 1011.30, Florida Statutes</p>	
RECOMMENDATION:	
<p>The President recommends approval of Budget Amendment number 2.</p>	
Initiator: Bethoria Paige, Director of Finance and Budget	Date 4/10/2023
Vice President/Campus President/Director of Human Resources	Date
District President 	Date 04/18/23

HILLSBOROUGH COMMUNITY COLLEGE
Explanation of Budget Changes
Unrestricted Current Fund
Budget Amendment No. 1 (FY 2022/2023)
April 26, 2023

	Budget Amendment #1	Budget Amendment #2	Totals
I. AVAILABLE FUNDS			
<u>Unallocated Fund Balance</u>			
Estimated Beginning Fund Balance @ July 1, 2022	\$ 21,824,368		\$ 21,824,368
Fiscal Year 2022-23 Revenue Budget @ July 1, 2022	\$ 143,322,609		\$ 143,322,609
<u>Funds Carried Forward:</u>			
Encumbrances	2,334,702		
Facilities Rental	1,629,039		
Indirect Cost Recovery	2,033,135		
Total Funds Brought Forward @ August 24, 2022			5,996,876
<u>Additional Revenue:</u>			
Dale Mabry Facilities Rental		30,000	30,000
Adjusted Revenue Budget @ April 26, 2023			\$ 149,349,485
TOTAL AVAILABLE FUNDS @ April 26, 2023	\$ 165,146,977	\$ 5,996,876	\$ 171,173,853
II. EXPENDITURES			
<u>Personnel Costs @ July 1, 2022</u>			
Personnel Costs @ July 1, 2022	\$ 104,128,292		\$ 104,128,292
Facilities Rental		177,603	
Indirect Cost Recovery		99,228	276,831
Adjusted Personnel Budget @ April 26, 2023			\$ 104,405,123
<u>Current Expenses @ July 1, 2022</u>			
Current Expenses @ July 1, 2022	\$ 38,694,317		\$ 38,694,317
Adjustments for Funds Carried Forward:			
Encumbrances	2,132,660		
Facilities Rental	1,451,436		
Indirect Cost Recovery	1,933,907		5,518,003
Dale Mabry Facilities Rental		30,000	30,000
Adjusted Current Expenditures @ April 26, 2023			\$ 44,242,320
<u>Capital Outlay @ July 1, 2022</u>			
Capital Outlay @ July 1, 2022	\$ 500,000		\$ 500,000
Adjustments for Funds Carried Forward:			
Encumbrances	202,042		202,042
Indirect Cost Recovery			
Adjusted Capital Outlay @ April 26, 2023	\$ 5,996,876	\$ 30,000	\$ 702,042
Total Increase in Expenditures Budget @ April 26, 2023			6,026,876
Adjusted Expenditure Budget @ April 26, 2023	\$ 143,322,609	\$ 5,996,876	\$ 149,349,485
III. TOTAL ESTIMATED FUND BALANCE @ JUNE 30, 2023	\$ 21,824,368		\$ 21,824,368
TOTAL ACCOUNTED FOR	\$ 165,146,977	\$ 5,996,876	\$ 171,173,853

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 8.03

BACKGROUND AND PERTINENT FACTS:

In August of 2018, the District Board of Trustees entered a contract with Williams Company Tampa to provide construction management services under a continuing contract for miscellaneous projects for which total construction costs do not exceed \$4,000,000.

Amendment No. 5 to the contract is the establishment of a Guaranteed Maximum Price (GMP) in the amount of \$878,735.00 for the repairs of the exterior stucco, painting, and lightning protection reattachment for the SMPF building located at the SouthShore Campus.

ECONOMIC IMPACT:

Funds were provided from the district-wide college projects fund.

OBJECTIVE:

To receive Board approval of Amendment No. 5 to the contract with Williams Company Tampa, establishing a Guaranteed Maximum Price in the amount of \$878,735.00 for the repairs of the exterior stucco, painting, and lightning protection reattachment for the SMPF building located at the SouthShore Campus.

LEGAL AUTHORITY:

COE 6-2.004
FS 287.055
HCC 6HX-10.4.101

RECOMMENDATION:

The President recommends approval of Amendment No. 5 to the contract with Williams Company Tampa, establishing a Guaranteed Maximum Price in the amount of \$878,735.00 for the repairs of the exterior stucco, painting, and lightning protection reattachment for the SMPF building located at the SouthShore Campus.

Initiator

Ben Marshall


Date

April 5, 2023

Vice President/Campus President/Director of Human Resources

Date

District President



Date

04/18/23

HCC SouthShore Exterior Restoration

Exhibit C - GMP Clarifications

Revised 04/11/2023

These clarifications are intended to identify decisions and assumptions made in developing this Proposal. In some cases, we are identifying what has been changed from the documents. In other cases, we indicate what is included in the absence of sufficient information. In the event of a discrepancy between these, and the Designer's Documents, these Clarifications, and Allowances will take precedence.

The bid is based upon building plans dated 02/10/2023 by Hepner Architects, Inc. We confirm receipt of (0) Addenda and (0) RFI responses.

Division 01 – General Conditions

1. This proposal is valid for 30 days from the date of this pricing. If the Work of the project is delayed due to circumstances outside of the Contractor's control, cost adjustments may be required. The date of commencement shall be one business day after the last of the following dates occur:
 - **Contractor's receipt of an executed contract**
 - **Contractor's receipt of a recorded copy of the Notice of Commencement**
 - **Receipt of all required building permits for the Work**
2. The proposal does not include material pricing escalation, due to the current volatility of the market. If the work for this project is delayed cost adjustments may be required.
3. The proposal does not include any permit fees.
4. The proposal does not include sewer, water, or transportation impact fees, power company connection fee, telephone connection fee, or gas connection fee.
5. The proposal does not include asbestos or other hazardous or unsuitable material removal or abatement.
6. The proposal includes builder's risk insurance.
7. The proposal does not include temporary utilities.
8. The proposal does not include shop drawings signed or sealed by a registered engineer.
9. The proposal does not include dewatering.
10. The proposal does not include the temporary heating of the building.
11. The proposal does not include fencing the site.
12. The proposal does not include temporary security.
13. The proposal does not include materials testing, water intrusion testing, or building envelope testing.
14. The proposal does not include water meters, gas meters, or electric meters.
15. The proposal assumes adequate water is available on site.
16. The proposal does not include certified as-built drawings. The as-built drawings we do provide include manual annotations on our "Record Set" of contract drawings in blue line or black line format.
17. The proposal does not include costs to address seismic conditions.
18. The proposal includes a payment and performance bond.
19. The proposal does not include a boundary survey or any surveying.

20. This proposal is subject to the accuracy of the documents provided at the time of the bid. We cannot warrant the adequacy or accuracy of these documents for coordination. Trade-specific costs included in the proposal are based solely on the documents specific to each trade. Trade-specific items not indicated on the trade-specific documents are not included. Coordination between civil, architectural, structural, and M.E.P documents is the responsibility of the design professionals. Additional costs required as a result of corrected or completed coordination are not included in this proposal.
21. Our Proposal is based upon the plans and specifications provided to us, as clarified herein. We have not provided a code compliance review, and have included no allowance for potential costs due to changes required to meet current or future codes or regulations.
22. In the event that the Building Permit or other events prevent the continuation of this scope of work, then payment shall be made in full to the Contractor within a reasonable period (30-day period) for the full value of completed portions of this work.
23. This proposal is based on a continuous construction schedule. No allowances have been made for work stoppages due to jurisdictional requirements beyond the contractor's control. Project delays may result in an additional cost to the owner.
24. The One Year Warranty period shall extend from the date of Substantial Completion, the issuance of a temporary certificate of occupancy, or beneficial use by the Owner or User Group, whichever comes first, for each building.
25. Proposed Value Engineering (VE) will alter the value of the scope of work shown in the documents. It is the Owner's responsibility to have the design team provide redesigned drawings defining the revised scope of work and incorporating the VE item revisions into the documents for pricing, permits, and construction. The amount of the contract is to be adjusted for any differences between the final pricing of the VE redesign and the previously proposed VE values.
26. We do not include warranty bonds on any work.
27. We do not include any temporary offices for this project.

Division 02 – Sitework

1. This proposal includes an allowance of **\$3,000** for the repair of landscaping in disturbed areas where stucco remediation and painting scope has occurred.

Division 05 - Metals

1. This proposal includes an allowance of **\$5,000** for repairs to the existing steel handrails, guardrails, and columns prior to recoating.

Division 07 – Thermal and Moisture

1. This proposal includes an allowance of **\$25,000** for repairs, patching, re-adhering, and re-flashing of the existing roof system, limited to the immediate areas where stucco remediation and the exterior restoration scope occurred.
2. This proposal includes the removal of existing sealants and installation of new sealants at the concrete walkways on the 2nd level.
3. This proposal includes removing and replacing gaskets at the ACM panels, as shown on the construction documents.
4. The proposal includes an allowance of **\$3,750** for removing and replacing an additional 150 lineal feet of ACM Panel gasketing, not shown on the construction documents.


5. This proposal includes an allowance of **\$5,000** for the furnishing and installation of overhangs per Note #9 on A05.1.

Division 09 – Finishes

1. This proposal includes the stucco remediation as shown in the construction documents, it does not include any repairs or replacement of framing, sheathing, or membrane.
2. This proposal includes an allowance of **\$7,500** for temporary guardrails and barriers for pedestrian safety, and temporary protection of sidewalks during construction activities.
3. This proposal includes an allowance of **\$75,000** for additional stucco repairs not shown in the construction documents, unforeseen areas needing repair, and stucco repairs appearing after pressure washing.
4. The proposal includes sandblasting at the steel railings only. Surface preparations for steel columns and beams
5. This proposal includes surface preparation and traffic coatings at the stairwells, excluding the monumental stairs. 2nd Level concrete walkways are not included as receiving traffic coating or waterproofing, only sealants per Note #4.
6. This proposal includes the mockups of the stucco remediation, painting, traffic coating, and railing per the specifications.

Division 16 – Electrical

1. This proposal includes an allowance of **\$2,500** for the remediation of the light fixtures at the monumental stairs.
2. This proposal includes the reinstallation of the existing lightning protection system by reusing all available air terminals, anchors, and cabling. The system will be anchored to existing TPO pads after cleaning and priming.
3. This proposal includes a UL Certification of the lightning protection system, this report may include existing deficiencies or changes required by the current applicable code(s). Any and all repairs or changes to the existing system will be handled on a time and material basis.
4. This proposal includes an allowance of **\$3,000** for repairs stemming from a deficiency report of the existing lightning protection system.

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES	
Agenda Number: 8.04	CONSENT
BACKGROUND AND PERTINENT FACTS:	
<p>In August of 2018, the District Board of Trustees entered a contract with Foresight Construction Group, Inc. to provide construction management services under a continuing contract for miscellaneous projects for which total construction costs do not exceed \$4,000,000. Amendment No. 06 to the contract established a Guaranteed Maximum Price for exterior building envelope improvements to the Ybor, Faculty, and Collaboration Studio buildings located at the Ybor City Campus in the amount of \$960,022.48. The project was completed on January 6, 2023, as per the contract for a total amount of \$850,230.77. Wilder Architecture, Inc. has reviewed and approved the application for final payment in the amount of \$42,511.53 to Foresight Construction Group, Inc. All close-out documents including warranties have been provided to the College. All sub-contractor invoices have been paid.</p>	
ECONOMIC IMPACT:	
Funds were provided from the district-wide college projects fund.	
OBJECTIVE:	
To obtain Board approval for final payment of \$42,511.53 to Foresight Construction Group, Inc. for completion of exterior building envelope improvements to the Ybor, Faculty, and Collaboration Studio buildings located at the Ybor City Campus.	
LEGAL AUTHORITY:	
FS 1013.50	
RECOMMENDATION:	
The President recommends that the Board approve the application for final payment in the amount of \$42,511.53 to Foresight Construction Group, Inc. for completion of exterior building envelope improvements to the Ybor, Faculty, and Collaboration Studio buildings located at the Ybor City Campus as reviewed and recommended by Wilder Architecture, Inc.	
Initiator Ben Marshall	Date April 10, 2023
Vice President/Campus President/Director of Human Resources	Date
District President 	Date 04/18/23

APPLICATION AND CERTIFICATE FOR PAYMENT

TO (OWNER): Hillsborough Community College Accounts Payable P.O. Box 31127 Tampa, FL 33631-3127	PROJECT: Ybor Exterior Evelope	PAY APP: 6 INVOICE DATE: 4/10/2023 PERIOD TO: 3/31/2023 INVOICE#: T22-008-6 PO #: B0049626	Distribution to: <input checked="" type="checkbox"/> OWNER <input type="checkbox"/> ARCHITECT <input type="checkbox"/> CONTRACTOR
FROM (CONTRACTOR): Foresight Construction Group, Inc. 3917 NW 97th Blvd. Gainesville, FL 32606		VIA (ARCHITECT): N/A	

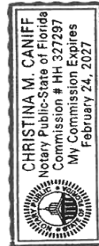
CONTRACTOR'S APPLICATION FOR PAYMENT

CHANGE ORDER SUMMARY		
Change Orders approved in previous months by Owner	ADDITIONS	DEDUCTIONS
TOTAL		
Approved this Month		
Number	Date Approved	
CO#01		(\$109,791.71)
TOTALS		(109,791.71)
Net change by Change Orders		(\$109,791.71)

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: *J. J. Crane* 4/10/2023



Application is made for Payment, as shown below, in connection with the Contract. Continuation Sheet.

1. ORIGINAL CONTRACT SUM.....	\$	960,022.48
2. Net change by Change Orders.....	\$	(109,791.71)
3. CONTRACT SUM TO DATE (Line 1+/-2).....	\$	850,230.77
4. TOTAL COMPLETED TO DATE.....	\$	850,230.77
(Column G on Backup)		
5. RETAINAGE:		
a. _____ of Completed Work	\$	-
(Column D + E on Backup)		
b. _____ of Stored Material	\$	-
(Column F on Backup)		
Total Retainage (Line 5a + 5b or Total in Column I of Backup).....		
6. TOTAL EARNED LESS RETAINAGE.....	\$	850,230.77
(Line 4 less Line 5 total)		
7. LESS PREVIOUS CERIFICATES FOR PAYMENT (line 6 from prior Certificate).....	\$	807,719.24
8. CURRENT PAYMENT DUE.....	\$	42,511.53
9. BALANCE TO FINISH, PLUS RETAINAGE.....	\$	_____
(Line 3 less Line 6)		

State of: Florida County of: Alachua
 Suscribed and sworn to before me this 10th day of April 2023.
 Notary Public: *Christina M Caniff*
 My Commission expires: 2/24/27

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$ 42,511.53
 (Attach explanation if amount certified differs from the amount applied for.)
ARCHITECT: _____
 Date: 04.10.23
 By: _____
 This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

SCHEDULE OF CONTRACT VALUES

Invoice Number:	T22-008-6 PO #:	B0049626	Date:	4/10/2023
	Project Name:	Ybor Exterior Envelope		

A ITEM NO.	B DESCRIPTION OF WORK Trade Contractor Name & Scope of Work	D Scheduled Value	E WORK COMPLETED		F MATERIALS This Period Presently Stored	G Total Completed & Stored to Date	H % Complete	I Balance to Finish	J RETAINAGE 0% Minimum
			D Amount from Previous Month Pay Application	E This Period					
1 General Conditions									
1	General Conditions \$51,757.00	\$ 7,573.59	\$ 7,573.59	\$ -		\$ 7,573.59		\$ -	\$ -
2	CCA#04 - Deduct \$19,016 to Painting 6.5	\$ -				\$ -		\$ -	\$ -
3	Xfer to cover bond - Deduct \$157.01	\$ -				\$ -		\$ -	\$ -
4	Change Order 01 - Return Unused Funds -\$25,010.40	\$ -				\$ -		\$ -	\$ -
	Revised Contract Value:	\$ 7,573.59	\$ 7,573.59	\$ -	\$ -	\$ 7,573.59	100.00%	\$ -	\$ -
2 STAFFING									
1	Staffing \$112,780.00	\$ 69,221.05	\$ 69,221.05	\$ -		\$ 69,221.05		\$ -	\$ -
2	Change Order 01 - Return Unused Funds -\$43,558.95	\$ -				\$ -		\$ -	\$ -
	Revised Contract Value:	\$ 69,221.05	\$ 69,221.05	\$ -	\$ -	\$ 69,221.05	100.00%	\$ -	\$ -
3 P&P BOND									
01.2100 1	P&P Bond \$9,632.99	\$ 9,790.00	\$ 9,790.00	\$ -		\$ 9,790.00		\$ -	\$ -
2	Xfer from GC to cover bond + \$157.01	\$ -				\$ -		\$ -	\$ -
	Revised Contract Value:	\$ 9,790.00	\$ 9,790.00	\$ -	\$ -	\$ 9,790.00	100.00%	\$ -	\$ -
4 INSURANCE									
01.2200 1	Insurance \$4,400.00	\$ 3,356.19	\$ 3,356.19	\$ -		\$ 3,356.19		\$ -	\$ -
2	Change Order 01 - Return Unused Funds -\$1,043.81	\$ -				\$ -		\$ -	\$ -
	Revised Contract Value:	\$ 3,356.19	\$ 3,356.19	\$ -	\$ -	\$ 3,356.19	100.00%	\$ -	\$ -
5 PRECONSTRUCTION SERVICES									
01.0009 1	Preconstruction Services	\$ 31,500.00	\$ 31,500.00	\$ -		\$ 31,500.00		\$ -	\$ -
2		\$ -				\$ -		\$ -	\$ -
	Revised Contract Value:	\$ 31,500.00	\$ 31,500.00	\$ -	\$ -	\$ 31,500.00	100.00%	\$ -	\$ -
6 FINISHES									
09.9000 1	Painting \$650,848.20	\$ 682,906.00	\$ 682,906.00	\$ -		\$ 682,906.00		\$ -	\$ -
2	CCA#01 - Add \$9,165 from Contingency 9.2					\$ -		\$ -	\$ -
3	CCA#02 - Add \$34,241 from Contingency 9.5					\$ -		\$ -	\$ -
4	CCA#03 - Add \$250 from Contingency 9.6					\$ -		\$ -	\$ -
5	CCA#05 - Add \$19,016 from General Conditions 1.2					\$ -		\$ -	\$ -
6	Change Order 01 - Return Unused Funds -\$30,614.20					\$ -		\$ -	\$ -
	Revised Contract Value:	\$ 682,906.00	\$ 682,906.00	\$ -	\$ -	\$ 682,906.00	100.00%	\$ -	\$ -
7 SPECIALTIES									
1	Pergola & Wood Gate - \$13,500.00	\$ 712.06	\$ 712.06	\$ -		\$ 712.06		\$ -	\$ -
2	CCA#02 - Deduct \$9,287.94 to Contingency 9.3	\$ -				\$ -		\$ -	\$ -
3	Change Order 01 - Return Unused Funds -\$3,500.00	\$ -				\$ -		\$ -	\$ -
	Revised Contract Value:	\$ 712.06	\$ 712.06	\$ -	\$ -	\$ 712.06	100.00%	\$ -	\$ -
8 SITE IMPROVEMENTS									
1	Landscaping Allowance (moved to 09.9000)	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
2	CCA#02 - Deduct \$7,500.00 to Contingency 9.4	\$ -				\$ -		\$ -	\$ -
	Revised Contract Value:	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -

SCHEDULE OF CONTRACT VALUES

Invoice Number:		T22-008-6 PO #:		B0049626	Date:		4/10/2023		
		Project Name:		Ybor Exterior Envelope					
A	B	D	E	F	G	H	I		
ITEM NO.	DESCRIPTION OF WORK Trade Contractor Name & Scope of Work	Scheduled Value	WORK COMPLETED		MATERIALS This Period Presently Stored	Total Completed & Stored to Date	% Complete	Balance to Finish	RETAINAGE
			Amount from Previous Month Pay Application	This Period					0%
									Minimum
9 OWNER CONTINGENCY									
1	Owner Contingency \$32,932.41	\$ -				\$ -		\$ -	\$ -
2	CCA#01 - Deduct \$9,165 to Painting 6.2					\$ -		\$ -	\$ -
3	CCA#02 - Add \$9,287.94 from 7.1 Specialties					\$ -		\$ -	\$ -
4	CCA#02 - Add \$7,500.00 from 8.2 Site Improvements					\$ -		\$ -	\$ -
5	CCA#02 - Deduct \$34,241.00 to Painting 6.3					\$ -		\$ -	\$ -
6	CCA#03 - Deduct \$250.00 to Painting 6.4					\$ -		\$ -	\$ -
7	Change Order 01 - Return Unused Funds -\$6,064.35					\$ -		\$ -	\$ -
Revised Contract Value:		\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -
10 CM FEE									
1	CM Fee	\$ 45,171.88	\$ 45,171.88	\$ -	\$ -	\$ 45,171.88		\$ -	\$ -
2						\$ -		\$ -	\$ -
Revised Contract Value:		\$ 45,171.88	\$ 45,171.88	\$ -	\$ -	\$ 45,171.88	100.00%	\$ -	\$ -
TOTAL		\$ 850,230.77	\$ 850,230.77	\$ -	\$ -	\$ 850,230.77	100.00%	\$ -	\$ -

RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES

Agenda Number: 8.05

**INFORMATION ITEMS ONLY
MONTHLY FINANCIAL STATEMENTS**

The Board has requested the monthly financial statements be submitted as informational only for their review. The financial statements for the month of February 2023.

LEGAL AUTHORITY:
Sections 1001.64; 1001.65 Florida Statutes

Initiator

Date

Vice President/Campus President/Director of Human Resources

Date

District President



Date

04/18/23

1-0-024(2/04)