

**HILLSBOROUGH COMMUNITY COLLEGE
DISTRICT BOARD OF TRUSTEES
BOARD MEETING
WEDNESDAY, MAY 25, 2022 – 4:00 P.M.
DR. GWENDOLYN W. STEPHENSON DISTRICT
ADMINISTRATION CENTER – BOARD ROOM
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

Trustee Diehl asked to keep the families of: Mr. Stanley Menendez, beloved father of Michele Menendez, Director of Student Financial Services, Mr. Allen Edgar Arthur, beloved father of Ashley Carl, Executive Director, Marketing & Public Relations, and Jean Marie Senker, beloved sister of Rich Senker, Vice President of Academic Affairs, all who recently passed away, in their thoughts and prayers.

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
- Dalia McCloud

1.05 Welcome to Guests, Faculty and Staff Members

1.06 Foundation Report

1.06.01 Ashley Carl, Executive Director of Marketing and Public Relations, provided the Board with a brief update of the HCCF activities and support.

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

- \$2.42M YTD in Donations, 174% higher than last year
- \$3.97M in Total Revenue, 59% higher than last year
- \$436K YTD in Losses on Investments;
- \$16.26M in Net Assets

1.06.03 The Foundation Board has approved the 2021 – 2022 budget.

The Audit committee will meet May 26th with Rivero, Gordimer & Company, P.A. to begin our annual audit.

The r career fair Signing Day is to be held Tuesday, June 7th at Port Tampa Bay. The Foundation partnered with the City of Tampa, and expect more than 40 companies and hundreds of students to attend.

1.06.04 Upcoming events:

- Inshore Fishing Tournament
- Presidential Showcase
- 2023 Golf Tournament

1.06.05 Thanks to the incredible stewardship of SouthShore President Dr. Jennifer China, the Foundation received a \$100,000 gift yesterday from the Danita and Glenn Dickman Family Fund to be used for SouthShore initiatives. The Foundation thanked Dr China and the Dickman Family.

1.06.06 The Foundation also wanted to remind you all of our 2nd Annual Signing Day career fair in partnership with the City of Tampa and the Port of Tampa Bay. The event will be held Tuesday, June 7th at port terminal 3 from 10-2. Free food trucks, over 40 companies hiring and hopefully lots of interviews and job offers. Encouraged the Board to have interested students or companies to contact the Foundation office for more details.

1.07 Faculty, Staff and Student Recognitions

1.07.01 The Hillsborough Community College (HCC) Lady Hawks Tennis team finished as the National Junior College Athletic Association (NJCAA) national runners-up during the championship tournament held May 7-11 in Tucson, Arizona. This is the third consecutive year that the Lady Hawks have achieved the runner-up title. The team recognitions are as follows:

#1 Singles: Arina Gamretkaia – semi-finalist

#2 Singles: Ita Habekovic – finalist

#2 Singles: Viktoryia Zhadzinskaya – champion

#4 Singles: Mbali Langa – semi-finalist

#5 Singles: Esmee Andresen – champion

#6 Singles: Camilla Mitolo – semi-finalist

#1 Doubles: Mbali Langa and Viktoryia Zhadzinskaya – semi-finalists

#2 Doubles: Olivia Pezo and Arina Gamretkaia – champions

#3 Doubles: Esmee Andresen and Ita Habekovic – champions

Zhadzinskaya and Andresen were selected as First Team Singles All-Americans. Pezo and Gamretkaia were selected as First Team Doubles All-Americans, alongside Andresen and Habekovic. Habekovic was also selected to be a Second Team Singles All-American.

Additionally, Andresen was the only player at the tournament who won in both the singles and doubles flights.

The team finished the season as Region 8 Champions, National Runners-up and won four national championship individual titles.

The Team is led by HCC Athletic Director and Head Coach Sarah Lytle who was also named Coach of the Year; Assistant Coach Paula Rives Palau; Trainer, Tim Kocher, and Program Manager Scott Keller.

Dean Joe Benvotato who supervises athletics is here today.

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

Trustee Watkins made a motion 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 **April 27, 2022 Board Meeting Minutes**.

Trustee Patel made a motion of approval, seconded by Trustee Celestan. 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.

- 5.02 The President recommended approval of **part-time faculty and staff employment** recommendations for Term 22/SU. 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 **annual contracts**, as appropriate, **for full-time, non-tenured** instructional personnel.

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.

- 5.05 The President recommended approval of awarding of **administrative contracts** for the 2022-2023 fiscal year

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

- 5.06 The President recommended approval of the following faculty receiving **Rank and Promotion**.

- *Karl Debate (DM)*
- *Sunshine Gibbons (BR)*
- *Gabriela Hamilton (DM)*
- *Craig Hardesty (SS)*
- *Kristin Heathcock (BR)*
- *Joann Kakascik-Dye (DM)*
- *Frank Kozlowski (DM)*
- *Tina Majchrzak (DM)*
- *Angela Mick (DM)*
- *Laurie Pierce (DM)*
- *Wendy Pogoda (SS)*

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.

5.07 The President recommended approval of awarding **continuing contracts** to the following faculty members:

- *Kathleen Bardsley (BR)*
- *Nicole Bargeron (BR)*
- *Christina Connor (BR)*
- *Ilene Frank (BR)*
- *Dawn Herd-Clark (YB)*
- *Navin Kadambi (BR)*
- *Shania Mathews (PC)*
- *Gina Oviedo-Martinez (DM)*
- *Carol Reid (PC)*
- *Bryan Shuler (DM)*
- *David Travis (DM)*
- *Leah Zimmerman (SS)*

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

6.0 EDUCATIONAL PROGRAMS & STUDENT SERVICES

6.01 The President recommended approval of the **course modification, program modifications, program moratorium and the college-wide seat capacity requests** to be effective FA/22, unless otherwise noted.

7.0 INSTITUTIONAL SERVICES

8.0 FINANCIAL SERVICES

- 8.01 The President recommended approval of **Request for Letters of Interest LOI #2855-21 to Workday, Inc.**, for a ten (10) year contract at a price of \$17,489,993, plus three (3) optional one (1) year renewals.

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 **Request for Letters of Interest LOI #2865-22 to Collaborative Solutions, LLC**, the College's selected implementation partner for Workday's enterprise resource planning ("ERP") system College-wide for an estimated total cost of \$2,277,670 (Platform) + \$7,971,928 (Student) = \$10,249,598.

Trustee Patel 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 contract with **Barnes & Noble College Booksellers, LLC of Basking Ridge, NJ**, to provide bookstore management services College-wide for a five-year period with the option to renew for five (5) additional years, one (1) year at a time, for an estimated financial return of **\$3,703,370** during the initial five-year contract period, as well as, the guaranteed employment of the College's current Bookstore(s) employees for a period of at least one (1) year, contingent upon their satisfactory performance(s) at their current compensation and benefits; or comparable compensation and benefits..

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.

- 8.04 The President recommended approval of **Request for Letters of Interest LOI #2870-22 to Harvard Jolly, Inc., Hepner Architects, Inc., and Wilder Architecture, Inc.**, to provide architectural services under continuing services contracts as authorized by the State of Florida under FS 287.055, for projects for which the construction costs do not exceed the statutory threshold, currently four million dollars (\$4,000,000) and for study activity when the fee for such professional service does not exceed the statutory threshold, currently five hundred thousand dollars (\$500,000), for a one year period with four (4) optional one-year renewals.

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.

- 8.05 The President recommended approval of **Request for Qualifications #2871-22 and entering into a contract with Stantec Consulting Services, Inc.**, to provide civil engineering services under continuing services contracts as authorized by the State of Florida under F.S. 287.055, for projects for which the construction costs do not exceed the statutory threshold, currently four million dollars (\$4,000,000) and for study activity when the fee for such professional service does not exceed the statutory threshold, currently five hundred thousand dollars (\$500,000), for a one (1) year period with four (4) optional one-year renewals.

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

- 8.06 The President recommended approval of **Request for Qualifications # 2872-22 and entering into a contract with Hahn Engineering, Inc., Long Associates Architects Engineers Inc., VoltAir Inc., and McKim and Creed Inc.**, to provide mechanical, electrical, and plumbing services under continuing services contracts as authorized by the State of Florida under FS 287.055, for projects for which the construction costs do not exceed the statutory threshold, currently four million dollars (\$4,000,000) and for study activity when the fee for such professional service does not exceed the statutory threshold, currently five hundred thousand dollars (\$500,000), for a one (1) year period with four (4) optional one-year renewals.

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.

- 8.07 The President recommended approval of **Request for Proposals #2876-22 and entering into a contract with Absolute Quality Interpreting Services, LLC**, to provide sign language interpreting services for College students and applicants with hearing impairment for a period of three (3) years beginning July 1, 2022 through June 30, 2025, with the option to renew for four (4) additional years, one (1) year at a time, at an estimated total annual cost \$500,000.

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

- 8.08 The President recommended approval of **Amendment No. 3 to the contract with Horus Construction Services, Inc.**, establishing a Guaranteed Maximum Price in the amount of \$1,397,287 for the renovation of existing space to house ICCE and the Central Duplicating Center in the Library Building (DLRC) located at the Dale Mabry Campus.

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

- 8.09 The President recommended approval of **Budget Amendment No. 3.**

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

9.0 **ADMINISTRATIVE REPORT**

- 9.01 Dr. Atwater recognized Trustee Patel for the op-ed on workforce training article that was published in the Times.
- 9.02 He thanked Trustee Celestan' s wife, who forwarded a You Tube video/documentary of the HCC choir featuring the choir director and choir members (students).
- 9.03 Board evaluations are due and will be discussed at the June Board meeting, as well as the number of meetings moving forward, and new Officers will be announced.
- 9.04 Dr. Atwater introduced the new Student Trustee, who was in attendance as an observer.

10.0 LEGAL REPORT

10.01 Mr. Carraway reiterated that the Board evaluations are due and he looks forward to receiving the remainder of them.

10.02 He personally congratulated Trustee McCloud on her graduation and her future plans of attending his alma mater.

11.0 HEARING OF BOARD MEMBERS

11.01 Trustee Celestan was part of the Tampa Bay Business Hall of Fame Event and reported on a student that was honored as a "Future Hall of Famer". The student had created a model of Student Services.

12.0 ADJOURNMENT

There being no further business, the meeting adjourned at 4:47 p.m.