

**HILLSBOROUGH COMMUNITY COLLEGE  
DISTRICT BOARD OF TRUSTEES  
BOARD MEETING  
WEDNESDAY, OCTOBER 25, 2023 – 1:00 P.M.  
DR. GWENDOLYN W. STEPHENSON DISTRICT ADMINISTRATION CENTER-BOARD ROOM  
4115 N. LOIS AVENUE  
TAMPA, FLORIDA 33614  
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 Watkins asked to keep the families of: Mr. Florentino Alarcón, beloved father of Judy Gaspar, Special Services Coordinator at District Office, and Mr. Glenn Dickman, a great supporter of HCC. Both who recently passed away, in your thoughts and prayers.

1.03 Pledge of Allegiance

1.04 Roll Call

The following Trustees were in attendance:

- Nancy Watkins
- Aakash Patel
- Greg Celestan
- Chip Diehl
- Brian Lametto
- Matthew Valentin

1.05 Welcome to Guests, Staff and Faculty.

1.06 Foundation Report

Garrett Weddle, Executive Director for the Foundation, 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 the last three months, July, August and September, included:

- \$2.35M in new gifts and commitments, up 106% compared to last year.

1.06.02 Events

- HCC Inshore Fishing Tournament, October 27, 2023, at Hula Bay Club.
- HCC Golf Tournament, 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 **Professor Larry Linder**, EMS Faculty at the SouthShore Campus, was recognized by the National Registry of Emergency Medical Technicians for his 20 years of consecutive EMS certification. The National Registry of Emergency Medical Technicians serves as the National EMS Certification organization by providing a valid, uniform process to assess the knowledge and skills required for competent practice by EMS professionals throughout their careers and by maintaining a registry of certification status.
- 1.07.02 The **HCC Respiratory Care Program** faculty participated in an interdisciplinary event with NOVA Southeastern first- and second-year medical students on Wednesday, October 11th. HCC faculty shared their expertise in patient respiratory assessment and oxygen devices with the medical students. The NOVA medical students shared their experience with the Acadicus VR simulation software.
- 1.07.03 **HCC Opticianry Program** received confirmation from the Commission on Opticianry Accreditation (COA) for full accreditation for another six years. Congrats to the entire team including **Mary Seguiti, Laurie Pierce, Thomas Neff** and **Lee Stokes**.
- 1.07.04 **The National Accrediting Agency for Clinical Laboratory Science (NAACLS)** grants the Medical Laboratory Science (MLS) Program a 10-year accreditation cycle. Congratulations to **Dr. Tripat Kaur** and **Rosa Montana**.
- 1.07.05 The **HCC Student Government Association** hosted the Florida College System SGA Region 2 Retreat at the Dale Mabry Campus on Friday, October 6. Dr. Richard F. Gaspar, Ybor City Campus Professor of Communication, has been named as the first recipient of the College Media Association's Kelley Lash Scholarship.  
  
The President congratulated the Allied Health team of Faculty and Staff who worked on the accreditation process. The Board shared in their appreciation of these efforts.
- 1.08 The Chair recommended adoption of the agenda, all revisions to the agenda and approval of all agenda items marked "**Consent**."  
  
Trustee Patel made a motion to approve, seconded by Trustee Celestan. After due discussion and consideration, approval was given by aye vote of all members present.
- 1.09 The President, recommended approval of the **September 27, 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 President commented that at the recent Faculty In-Service, the first wage opener was held and accomplished within one meeting. He commended both parties for their collegiality.

#### 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/FA. Each part-time employee will be compensated in accordance with the Board-approved Salary Schedule.
- 5.03 The President, recommended acknowledgment of **employment separations**.

#### 6.0 EDUCATIONAL PROGRAMS & STUDENT SERVICES

- 6.01 The President, recommended approval of the **course modifications, course inactivation, program modifications and the new programs** to be effective FA/24, unless otherwise noted.

#### 7.0 INSTITUTIONAL SERVICES

#### 8.0 FINANCIAL SERVICES

- 8.01 The President recommended approval of **Amendment No. 8 to the contract with Williams Company Tampa**, establishing a Guaranteed Maximum Price in the amount of **\$1,972,667** for the new Shell Point Road entry to the SouthShore Campus.
- Discussion took place regarding the need to change the address of the campus as well as additional directional signage. Timeline of completion was also discussed. A tentative date of Summer 2024 was put forth.
- 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.
- 8.02 The President recommended that the Board accept the **Fiscal year 2022-2023 Fire Safety, Casualty and Sanitation Inspection Report** for filing and action.
- 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.
- 8.03 The President recommended approval of the carryforward spending plan proposed by the administration.
- Trustee Diehl made a motion of approval, seconded by Trustee Celestan. After due discussion and consideration, approval was given by aye vote of all members present.
- 8.04 Informational Item Only – **Financials July and August 2023**.

## 9.0 ADMINISTRATIVE REPORT

- 9.01 The President reviewed the Board Priorities that were sent to the Board members as supplemental materials. He asked for Board approval of the Board Priorities as follows:

### **Priority 1— Engagement with Workforce Community:**

- **Initiative 1:** Support development and implementation of a new A.S. Degree and certificates in Financial Technologies (i.e., FinTech).

*Strategic Plan Alignment: College Goal #2 Talent Development, Initiative C to expand public-private funding partnerships to support programmatic delivery.*

In 2022-23, a grant award of \$350,000 from J.P. Morgan Chase was accepted to support development of credentials in Financial Technology including an associate in science degree and stackable certificates. To this end, seven course proposals from Data Analytics to Global Financial Technologies have been completed to build the curriculum. Curricula proposals are on target to move through the Academic Affairs approval process and those of the state in 2023-24.

- **Initiative 2:** Support the LEAP College Access Network goal, which is 60% of the county's working-age population will hold a post-secondary credential by 2025.

*Strategic Plan Alignment: College Goal #2 Talent Development, Initiative A to attain a postsecondary educational attainment rate in Hillsborough County of 60% by 2025*

### **Priority 2 — Adapting to a post-pandemic education model:**

- **Initiative 1:** Support acquisition and implementation of the new Enterprise Resource Planning system.

*Strategic Plan Alignment: College Goal #3 Continuous Improvement, Initiative D to reassess the adequacy of the Ellucian Colleague ERP to meet college need.*

**Initiative 2:** Support practices for HCC's return to a post-pandemic education environment. *Strategic Plan Alignment: College Goal #3 Continuous Improvement, Initiative A to design and execute an Academic Master Plan that anticipates and responds to community needs.*

For 2022-23, the proportion of credit classes offered online was 56% of total class offerings, down from 59% in the prior year of 2021-22 and from 75% during the height of the pandemic in 2020-21. Pre-pandemic online offerings were 31% of the class schedule in 2019-20.

Likewise, for 2022-23, credit FTE enrollment in online classes represented 62% of total FTE, down from 66% in 2021-22. Pre-pandemic online FTE was 36% in 2019-20

### **Priority 3 — Promote the advancement of educational achievement for minority students:**

- **Initiative 1:** Support initiatives for improved retention and completion.

*Strategic Plan Alignment: College Goal #1 Student Success, Initiatives B-C to increase retention and completion.*

The *2023 Key Performance Indicators* of HCC reveal that retention rates have declined to unprecedented levels beginning in the 2020-21 year. Shown below are traditional fall-to-spring and fall-to-fall measures of retention tracking an entering cohort of students. More typically fall-to-spring rates exceed 70% and fall-to-fall exceed 50%. The declining trends persist across all categories of race/ethnicity. Additional study is needed to determine causality, but the trends coincide with onset of the Covid pandemic.

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

- 9.02 The President asked Eric Johnson, Director of Community and Government Relations, to give the Board an update regarding the preparation of the 2024 session. Director Johnson

informed the Board of the upcoming Fly In to be held on January 22, 2024, in the afternoon as well as the COP Business Meeting to be held on January 23, 2023. The tentative agenda should be available soon. He asked the Board members to let us know if they will be in Tallahassee in the coming months so we can coordinate advocacy efforts.

- 9.03 The President reminded the Board about the HCC Open House/Ribbon Cutting to be held on November 3, 2023, 1:00 pm to 4:00 pm. We are expecting over 175 attendees from around the Tampa Bay Community, including Mayor Jane Castor, as well as two County Commissioners.
- 9.04 The President informed the Board that he is planning a Board Retreat for Spring 2024. They will be contacted regarding a date and time that is convenient for all to attend. Agenda items will include: Brightline Proposal and New York Yankees Proposal.
- 9.05 Trustee Patel asked when the next Student Trustee will start. The President stated that the new Student Trustee starts at the beginning of the Fall semester. Trustee Watkins inquired where we were with the review of the Student Trustee selection process. The President and Trustee Watkins discussed the timeline for the review of the Student Trustee selection process. The President will provide a report with a timeline. Trustee Watkins suggested a possible special meeting if needed. Student Trustee Valentin noted that he would like to be a part of the process of reviewing the current Student Trustee selection process.

## **10.0 LEGAL REPORT**

## **11.0 HEARING OF BOARD MEMBERS**

- 11.01 Trustee Patel is attending the Brightline trip on November 6, 2023, with Tampa Partnership and the Mayor.
- 11.02 Trustee Diehl Thanked the Board Secretary for the planning of the ACCT trip.

## **12.0 ADJOURNMENT**

There being no further business, the meeting adjourned at 1:51 p.m.