



**HCC**

**DISTRICT BOARD OF TRUSTEES  
BOARD MEETING**

**FEBRUARY 26, 2025**

**2:00 PM**

**LOCATION:**

**HILLSBOROUGH COMMUNITY COLLEGE  
PLANT CITY CAMPUS  
1206 NORTH PARK ROAD  
PLANT CITY, FL 33563**

**HILLSBOROUGH COMMUNITY COLLEGE  
 DISTRICT BOARD OF TRUSTEES  
 BOARD MEETING  
 FEBRUARY 26, 2025  
 PLANT CITY CAMPUS  
 1206 NORTH PARK ROAD  
 PLANT CITY, FL 33563**

Page No.

|                |  |    |
|----------------|--|----|
| <b>1.0</b>     | <b><u>GENERAL FUNCTIONS</u></b>  |    |
|                | 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 – Dr. Marty Clay,<br>President, Plant City Campus   |    |
|                | 1.06 Foundation Report   |    |
|                | 1.07 Faculty and Staff Recognitions  |    |
|                | 1.08 The Chair recommends adoption of the Agenda, all revisions to the<br>Agenda and approval of all agenda items marked “ <b>Consent.</b> ”   |    |
|                | 1.09 The President recommends approval of the <b>December 4, 2024<br/>Board Meeting minutes</b> (submitted herein for your review).  | 4  |
| <b>2.0</b>     | <b><u>HEARING OF STUDENTS</u></b>  |    |
| <b>3.0</b>     | <b><u>HEARING OF CITIZENS</u></b>  |    |
| <b>4.0</b>     | <b><u>HEARING OF FACULTY AND STAFF</u></b>   |    |
| <b>5.0</b>     | <b><u>HUMAN RESOURCES</u></b>  |    |
| <b>CONSENT</b> | 5.01 The President recommends approval of individuals for <b>full-time<br/>employment</b> . Each full-time employee will be compensated in<br>accordance with the Board-approved Salary Schedule (submitted<br>herein for your review).                  | 10 |
| <b>CONSENT</b> | 5.02 The President recommends approval of individuals for <b>part-time<br/>employment</b> during Term 25/SP. Each part-time employee will be<br>compensated in accordance with the Board-approved Salary<br>Schedule (submitted herein for your review). | 13 |

|                |      |   |    |
|----------------|------|---|----|
| <b>CONSENT</b> | 5.03 | The President recommends acknowledgment of <b>employment separations</b> (submitted herein for your review).  | 17 |
|                | 5.04 | The President recommends Board approval of <b>updates to the 2024-2025 Salary Schedule</b> regarding <b>part-time non-credit law enforcement instructor salaries</b> (submitted herein for your review).    | 19 |
|                | 5.05 | The President recommends Board approval of <b>updates to the 2025-2026 Salary Schedule</b> regarding <b>part-time faculty lab and clinical contact hour equivalents</b> (submitted herein for your review). | 22 |

**6.0**                    **EDUCATIONAL PROGRAMS AND STUDENT SERVICES**

|                |      |   |    |
|----------------|------|---|----|
| <b>CONSENT</b> | 6.01 | The President recommends approval of the <b>new course proposals, the courses becoming inactive, the course modifications, the course fee modifications, and the program modifications to be effective FA/25</b> , unless otherwise noted (submitted herein for your review). | 24 |
|                | 6.02 | The President recommends Board approval of <b>the proposals to decrease and increase existing course fees and establish lab fees for new courses to be effective FA/25</b> , unless otherwise noted (submitted herein for your review).                                       | 27 |
|                | 6.03 | The President recommends Board approval of the <b>Dual Enrollment articulation agreement between Hillsborough Community College and Faith Outreach Academy</b> which includes Dual Enrollment and Early Admission (submitted herein for your review).                         | 29 |
|                | 6.04 | The President recommends Board approval of the <b>Dual Enrollment articulation agreement between Hillsborough Community College and Beach Park School, INC</b> which includes Dual Enrollment and Early Admission (submitted herein for your review).                         | 30 |
|                | 6.05 | The President recommends Board approval of the <b>Dual Enrollment articulation agreement between Hillsborough Community College and Plant City Christian Academy</b> which includes Dual Enrollment and Early Admission (submitted herein for your review).                   | 31 |
|                | 6.06 | The President recommends Board approval of the <b>amendment to HCC’s dual enrollment articulation agreements with our partner charter schools</b> (submitted herein for your review).   | 32 |
|                | 6.07 | The President recommends Board approval of the <b>amendment to HCC’s dual enrollment articulation agreements with our partner private schools</b> (submitted herein for your review).   | 34 |

**7.0**                    **INSTITUTIONAL SERVICES**

8.0

**FINANCIAL SERVICES**

- 8.01 The President recommends Board approval for **final payment of \$55,031.65 to Foresight Construction Group, Inc** for the completion of the heating, ventilation and air conditioning replacement services that included the replacement of (2) chillers and (5) air handlers at the **Southshore Campus** (submitted herein for your review). 37
- 8.02 The President recommends Board approval for **final payment of \$28,693.51 to Foresight Construction Group, Inc** for the completion of the heating, ventilation and air conditioning replacement services at **The Regent, satellite facility of the HCC Brandon Campus** (submitted herein for your review). 38
- 8.03 The President recommends Board **acceptance of the Fiscal year 2023-2024 Fire Safety, Casualty and Sanitation Inspection Report for filing and action** (submitted herein for your review). 39
- 8.04 Information Only – Past Quarterly Purchases 40
- 8.05 Information Only – September, October & November 2024 Financials 41

9.0

**ADMINISTRATIVE REPORT**

10.0

**LEGAL REPORT**

11.0

**HEARING OF BOARD MEMBERS**

12.0

**ADJOURNMENT**

# Section 1

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**HILLSBOROUGH COMMUNITY COLLEGE  
DISTRICT BOARD OF TRUSTEES  
BOARD MEETING  
WEDNESDAY, DECEMBER 4, 2025 – 4:00 P.M.  
YBOR CITY CAMPUS  
2112 NORTH 15<sup>TH</sup> STREET  
TAMPA, FL 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:

- Nancy Watkins
- Greg Celestan
- Chip Diehl
- Brian Lametto
- Aakash Patel
- Lauren Gay

1.05 Welcome to Guests, Staff and Faculty

Dr. Larissa Baía welcomed the Board to Ybor City Campus. She thanked all the Student Ambassadors and staff who helped coordinate hosting the Board meeting. She introduced Mr. James Snapp to share a presentation about the Criminal Justice Institute. He highlighted information about the various programs available. He introduced his cadet; Nick Robel, Class President of Tampa Police Department Academy Class, addressed the Board about his positive experience at HCC. Next, cadet Michael Cortez, Vice President of Tampa Police Department Academy Class, he also shared his experience at the HCC Academy. Dr. Baía then introduced Major Kimberly Fruitit, Support Services Division Commander for the City of Tampa Police Department., and a proud HCC alum. She shared her love of HCC and her experience from 18 years ago. Trustee Celestan thanked all the speakers and Dr. Baía for hosting the Board.

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 and included:

- New gifts and commitments \$1.76M (July-October) down 41% compared to last year (\$2.98M).

1.06.02 Highlights:

- Employee Giving Campaign Underway
- Foundation Board of Directors Currently 25 members
- Current Net Assets \$22.3M

1.06.03 Events:

- Fishing Tournament, May 23, 2025
- HCC Golf Classic, November 25, 2024, Tampa Palms Golf & Country Club, 7:30am to 3:30pm.
- BBCB, March 5-8, 2025, Tampa Bay Convention Center

1.07 Faculty, Staff and Student Recognitions

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

1.07.01 **Dr. Jennifer China**, SouthShore Campus President received the Community Service Award at the Hot Pink Gala on November 14, 2024, hosted by Enterprising Latinas, Inc.

1.07.02 Through the **Zero Textbook Cost** initiative, the college has saved students \$7.5 million in textbook costs. The team has developed a new AI OER Creation Program Pilot positioning HCC as a national leader.

1.07.03 HCC students competed in the Great Debate, a state debate competition held at St. Pete College, and HCC student, **Derek Splinter**, placed third.

1.07.04 HCC volleyball players, **Taylor Sasse** was named to the D-1 All-FCSAA first team. **Addison Brooke** and **Eimy Domenech** were named to the All-Citrus second-team.

1.07.05 **The Marketing and Public Relations** department received a Gold in Specialty Advertising, Apparel or Promotional Items and a Silver in Video over 30 seconds at the Association of Florida College's Awards of Excellence event. Additionally, the department was awarded a Silver in Novelty for the National Council for Marketing and Public Relations Medallion Awards.

1.08 The Chair 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 all consent items from August 2024 through December 2024, 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 **October 30, 2024, Board Meeting Minutes.**

Trustee Patel made a motion to approve, 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.
- 5.02 The President recommended approval of **part-time faculty and staff employment** recommendations for Term 24/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**.
- 5.04 The President recommended that the Board approve that the following **post-tenured faculty remain on continuing contracts**.

|  |  |
|--|--|
| Christina Acosta, Dance, YB<br>John Ball, History, DM<br>Benjamin Barrett, English, DM<br>Emily Brown, English as a Second Language, DM<br>Michelle Carlino, Reading, DM<br>Christine Curtis, Math, DM<br>Amanda DeLaSerna, Nursing, DM<br>Rachel DeSanto, English as a Second Language, DM<br>Suzanne Devore, Drama, YB<br>Angela Edward-Mangione, English, BR<br>Robert Farley, Philosophy, DM<br>John Frank, English, DM<br>Robert Funk, English, BR<br>Stephen Gagnon, Hospitality Management, DM<br>Sunshine Gibbons, Math, BR<br>Sarah Gonzalez, Reading, BR<br>Diego Grilli, Math, SS<br>Frank Kozlowski, Counselor, DM | Joel Lacivita, Psychology, YB<br>Kaleena Landry, Psychology, DM<br>Steven Milhorn, Reading, YB<br>Gregory Miller, History, DM<br>Wendy Pogoda, Math, SS<br>Steven Salengo, Emergency Medical Technology, DM<br>Peter Sleszynski, Environmental Science, PC<br>Sherrie Slom, Accounting, BR<br>Athena Smith, Sociology, BR<br>Beth Smith, Psychology, BR<br>Anne Sumner-Kenefick, English, YB<br>Vicki Vawter, Nursing, DM<br>Nilanthi Warnasooriya, Physics, DM<br>Mary Watts, Nursing, DM<br>Christopher Weeks, Art, YB<br>David Wingfield, Biology, DM |
|--|--|

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.

- 5.05 The President recommended Board approval of the Memorandum of Understanding with SEIU noting that the College will cover December 2024 Florida State Benefit premiums.

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

- 5.06 The President recommended Board approval of the Memorandum of Understanding with FUSA noting that the College will cover December 2024 Florida State Benefit premiums.

Trustee Watkins made a motion to approve, 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 SU/25, unless otherwise noted.**
- 6.02 The President recommended approval of the **2025-2026 College Academic Calendar.**
- Trustee Watkins made a motion to approve, 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 acknowledgement of the receipt of the Foundation's annual **IRS Form 990 for Fiscal Year 2023-2024** and that the Board **certify** that the Foundation is operating in a manner consistent with the goals of the College and the State of Florida.
- Trustee Watkins made a motion to acknowledge and certify receipt of IRS Form 990 for FY2024, seconded by Trustee Lametto. After due discussion and consideration, acknowledgement was given by aye vote of all members present.

## 8.0 FINANCIAL SERVICES

- 8.01 The President recommended approval of **budget amendment number 2** to decrease the fund balance reserves in Fund 1 and transfer funds to cover critical needs.
- Trustee Watkins made a motion to approve, 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 to award the **Request for Bid # 2921-25** to provide envelope repairs for the PEPC and two maintenance buildings located at the College's Plant City Campus to **Eastern Waterproofing & Restoration of Virginia, LLC of Toano, Virginia.**
- 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.
- 8.03 Information Only – Submission of the Budget Development Calendar for the 2025-2026 fiscal year.
- 8.04 Information Only - Exempt Quarterly (Past Purchases).
- 8.05 The President recommended Board approval to award **Request for Bid # 2923-25 to replace the fire alarm systems to Midwest Alarm Company, Inc. d/b/a BCI Integrated Solutions of Sioux Falls, South Dakota** for a total price of **\$1,970,456 plus \$192,000 owner's contingency**, to cover any unforeseen conditions and any items the College may deem necessary, for \$2,162,731 based on the estimated quantities provided in the bid.
- Trustee Patel made a motion to approve, seconded by Trustee Lametto. After due discussion and consideration, approval was given by aye vote of all members present.
- 8.06 Information Only – Monthly Financial Statements for **July and "August 2024.**

## **9.0 ADMINISTRATIVE REPORT**

9.01 The President asked Director Johnson to report on the legislative agenda draft for the College. He presented a PowerPoint outlining the draft agenda. He also shared the dates for the Legislative Trustee Fly-in coming up on February 3-4, 2024 in Tallahassee, FL. As well as the National Legislative Summit in Washington, DC February 10-12, 2025

## **10.0 LEGAL REPORT**

### **11.0 HEARING OF BOARD MEMBERS**

- 11.01 Student Trustee Gay thanked Dr. Kristin Heathcock for her openness and sociability with all students.
- 11.02 Trustee Patel congratulated Trustee Celestan on being cancer free, he also noted that he will be going to Tallahassee for the Trustee Fly In in February.
- 11.03 Trustee Diehl wished everyone a Happy Holidays.
- 11.04 Trustee Lametto wished everyone a Happy Holiday and thanked Dr. Baia for hosting the Board.
- 11.05 Trustee Watkins noted that the Board did not vote to adopt the agenda and approval of consent items. After due discussion to cover any past oversight, the Board voted to approve the agenda and consent items from 08/2024 to 12/2024. (noted above in item 1.08). She wished all a Happy Holiday.
- 11.06 Trustee Celestan thanked Dr. Baia for hosting the Board and also wished everyone a Happy Holiday.

### **12.0 ADJOURNMENT**

There being no further business, the meeting was adjourned at 5:12 p.m.

**Section 2-4**

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## **Section 5**

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**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 of the positions are budgeted within the current fiscal year (2024-2025). 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**

02/18/25

1-0-024 (2/04)

**FULL-TIME APPOINTMENTS  
FEBRUARY 26, 2025 BOARD MEETING**

**ADMINISTRATOR**

| <b><u>NAME</u></b> | <b><u>TITLE</u></b>                              | <b><u>CAMPUS</u></b> | <b><u>START DATE</u></b> |
|--------------------|--|----------------------|--------------------------|
| Elmore, Willio     | Director, Total Rewards                          | District             | 02/03/25                 |
| Hutner, Michael*   | Director, Public Safety and Emergency Management | District             | 02/24/25                 |
| Jaguszyn, Nicole   | VP for Strategic Planning and Analysis           | District             | 01/02/25                 |

**FACULTY**

| <b><u>NAME</u></b> | <b><u>TITLE</u></b> | <b><u>CAMPUS</u></b> | <b><u>START DATE</u></b> |
|--------------------|---------------------|----------------------|--------------------------|
| Moore, Gloria*     | Nursing Instructor  | Dale Mabry           | 02/20/25                 |

**STAFF EXEMPT**

| <b><u>NAME</u></b>  | <b><u>TITLE</u></b>        | <b><u>CAMPUS</u></b> | <b><u>START DATE</u></b> |
|---------------------|----------------------------|----------------------|--------------------------|
| Griffin, Shayla     | Online Academic Advisor    | Plant City           | 01/02/25                 |
| Rodriguez, Bernardo | Financial Services Manager | District             | 01/16/25                 |
| Torres, Charlene    | Academic Advisor           | Dale Mabry           | 01/16/25                 |

**STAFF NON-EXEMPT**

| <b><u>NAME</u></b>   | <b><u>TITLE</u></b>             | <b><u>CAMPUS</u></b> | <b><u>START DATE</u></b> |
|----------------------|---------------------------------|----------------------|--------------------------|
| Fricker, Jerry       | Public Safety Officer           | District             | 01/06/25                 |
| Gabra, Mariam**      | Staff Assistant                 | Ybor City            | 01/23/25                 |
| Roblyer, Anthony     | Public Safety Officer           | Dale Mabry           | 02/10/25                 |
| Sink, Roy            | Public Safety Officer           | Dale Mabry           | 02/10/25                 |
| Spreadbury, Sandra** | Grants Communication Specialist | Ybor City            | 02/06/25                 |
| Sterling, Angelica*  | Client Services Representative  | Dale Mabry           | 01/23/25                 |

**PROMOTION**

\*Full-Time Temporary

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

| <u>NAME</u>           | <u>FROM</u>         | <u>CAMPUS</u> | <u>TO</u>                         | <u>CAMPUS</u> | <u>START DATE</u> |
|-----------------------|---------------------|---------------|-----------------------------------|---------------|-------------------|
| Jordan, Brenda        | Program Analyst     | Collaboration | Learning Resources<br>Coordinator | Dale Mabry    | 01/02/25          |
| Roman-Rosario, Roxana | Project Coordinator | District      | Lab Manager                       | Dale Mabry    | 02/20/25          |

*\*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 25/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 of the positions are budgeted within the current fiscal year (2024-2025). 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 25/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**

*Kim Ann Arpe*

**Date**

02/18/25

1-0-024(2/04)

**PART-TIME APPOINTMENTS**  
**FEBRUARY 26, 2025 BOARD MEETING**

**FACULTY**

| <b><u>NAME</u></b>   | <b><u>TITLE</u></b> | <b><u>CAMPUS</u></b> | <b><u>BEGIN DATE</u></b> |
|----------------------|---------------------|----------------------|--------------------------|
| Abuhandara, Sarah    | Adjunct             | SouthShore           | 01/13/25                 |
| Akter, Fahmida       | Adjunct             | SouthShore           | 01/17/25                 |
| Arcia, Eleanis       | Adjunct             | Dale Mabry           | 01/07/25                 |
| Borman, Cheryl       | Adjunct             | Dale Mabry           | 01/07/25                 |
| Calma, Erica         | Adjunct             | Dale Mabry           | 01/07/25                 |
| Chlapowski, Taylor   | Adjunct             | Dale Mabry           | 01/07/25                 |
| Clapp, Candace       | Adjunct             | Dale Mabry           | 01/10/25                 |
| Codispoti, Kyle      | Adjunct             | Dale Mabry           | 01/09/25                 |
| Cooper, Jared        | Adjunct             | Dale Mabry           | 01/21/25                 |
| Corral, Ashley       | Adjunct             | Dale Mabry           | 01/07/25                 |
| Dalton, Deana        | Adjunct             | Brandon              | 01/07/25                 |
| Dell, Kristy         | Adjunct             | Dale Mabry           | 01/07/25                 |
| Foresyth, Valrie     | Adjunct             | Dale Mabry           | 01/21/25                 |
| Garcia, Alicia       | Adjunct             | Dale Mabry           | 01/07/25                 |
| Gibson, Erica        | Adjunct             | Dale Mabry           | 01/07/25                 |
| Huertas, Ariel       | Adjunct             | Dale Mabry           | 01/13/25                 |
| Izzo, Aaron          | Adjunct             | Brandon              | 01/07/25                 |
| Jimenez, Stefanie    | Adjunct             | Dale Mabry           | 01/07/25                 |
| Jones, Chad          | Adjunct             | Dale Mabry           | 01/09/25                 |
| Juan, Cailyn         | Adjunct             | Dale Mabry           | 01/21/25                 |
| Kolanowski, Destinie | Adjunct             | Dale Mabry           | 01/13/25                 |
| Kolyer, Glenn        | Adjunct             | Brandon              | 01/07/25                 |
| Lenz, Jeffrey        | Adjunct             | Dale Mabry           | 01/07/25                 |
| Leon, Melissa        | Adjunct             | Brandon              | 01/24/25                 |
| Logvinova, Irina     | Adjunct             | Dale Mabry           | 01/07/25                 |
| Makhlouf, Mona       | Adjunct             | Ybor City            | 12/05/24                 |
| Mamta Rani, Fnu      | Adjunct             | Dale Mabry           | 01/09/25                 |
| Martin, Yanet        | Adjunct             | Dale Mabry           | 01/09/25                 |
| McCarthy, Kelley     | Adjunct             | Dale Mabry           | 01/09/25                 |
| Mcfarlane, Javonte   | Adjunct             | Dale Mabry           | 01/31/25                 |
| Mercier, Maria       | Adjunct             | Ybor City            | 01/21/25                 |

*\*\*Temporary/Grant-Funded*

|                     |         |            |          |
|---------------------|---------|------------|----------|
| Moore, Gloria       | Adjunct | Dale Mabry | 01/07/25 |
| Moore, Robyn        | Adjunct | Dale Mabry | 01/31/25 |
| Murphy, Felicia     | Adjunct | Brandon    | 01/07/25 |
| Oufdil, Khalid      | Adjunct | Brandon    | 01/07/25 |
| Parry, Ashley       | Adjunct | Dale Mabry | 01/07/25 |
| Perdue, Linda       | Adjunct | Dale Mabry | 01/07/25 |
| Quintana, Emily     | Adjunct | Ybor City  | 01/15/25 |
| Robertson, Dylana   | Adjunct | Dale Mabry | 01/07/25 |
| Sandoval, Gabriella | Adjunct | Dale Mabry | 01/09/25 |
| Scotch, Melissa     | Adjunct | Dale Mabry | 03/04/25 |
| Valk, Jacobus       | Adjunct | Plant City | 01/07/25 |
| Wells, Deidre       | Adjunct | Brandon    | 02/06/25 |

### NON-FACULTY

| <u>NAME</u>                   | <u>TITLE</u>                        | <u>CAMPUS</u> | <u>BEGIN DATE</u> |
|-------------------------------|-------------------------------------|---------------|-------------------|
| Allen, Johnathan              | Part-Time Instructor Non-Credit II  | Ybor City     | 01/30/25          |
| Batista Baez, Diomely         | Part-Time Student Assistant         | Dale Mabry    | 01/17/25          |
| Boucher, Rebecca              | Part-Time Associate                 | Ybor City     | 01/02/25          |
| Broms, Heather                | Part-Time Associate                 | Brandon       | 01/24/25          |
| Cordovi, Daniel               | Part-Time Advanced Technician       | Dale Mabry    | 01/16/25          |
| De Oliveira Marques, Emanuely | Part-Time Advanced Technician       | Dale Mabry    | 02/04/25          |
| Douglas, Wayne                | Part-Time Advanced Technician       | Dale Mabry    | 01/23/25          |
| Echeverry, Lauren             | Part-Time Technician                | Brandon       | 01/13/25          |
| Ehlers, Scott                 | Part-Time Instructor Non-Credit III | Ybor City     | 01/24/25          |
| Enriquez, Jalysa              | Part-Time Lab Assistant             | Brandon       | 01/13/25          |
| Ferstenfeld, Steven           | Part-Time Technician                | Brandon       | 01/06/25          |
| Genus Corrodus, Shakira       | Part-Time Associate                 | Dale Mabry    | 01/02/25          |
| Henderson, Terry              | Part-Time Advanced Technician       | Ybor City     | 02/06/25          |
| Holoway, Jacob                | Part-Time Instructor Non-Credit III | Ybor City     | 01/23/25          |
| Jackson, Sadie                | Part-Time Assistant                 | Brandon       | 01/14/25          |
| Joby, Namita                  | Part-Time Advanced Technician       | Dale Mabry    | 01/17/25          |
| Johnson, Shammah              | Part-Time Technician                | Plant City    | 01/02/25          |
| Kanter, Jennifer              | Part-Time Associate                 | Dale Mabry    | 01/16/25          |
| Khuong, Quoc Trung            | Part-Time Technician                | Dale Mabry    | 02/06/25          |
| Kuziomko, Joseph              | Part-Time Professional              | Dale Mabry    | 01/17/25          |

*\*\*Temporary/Grant-Funded*

|                           |                                     |            |          |
|---------------------------|-------------------------------------|------------|----------|
| Major, Ania               | Part-Time Technician                | Dale Mabry | 01/13/25 |
| Mannarino, Madison        | Part-Time Technician                | Dale Mabry | 02/04/25 |
| Martins Gomes, Gabriel    | Part-Time Student Assistant         | Dale Mabry | 01/17/25 |
| Mays, Robert              | Part-Time Associate                 | Plant City | 01/02/25 |
| McKinney, Deveka          | Part-Time Instructor Non-Credit II  | Ybor City  | 01/30/25 |
| Muniz, Kervin             | Part-Time Associate                 | Brandon    | 12/10/24 |
| Nelson, Justin            | Part-Time Associate                 | Dale Mabry | 01/16/25 |
| Paravanathu, Ranjith      | Part-Time Professional              | Dale Mabry | 01/17/25 |
| Philip, Dannyelle Aprille | Part-Time Student Assistant         | Ybor City  | 01/17/25 |
| Phillips, Chloe           | Part-Time Specialist                | Ybor City  | 01/17/25 |
| Powell, Kathleen          | Part-Time Professional              | SouthShore | 01/07/25 |
| Ricca, William            | Part-Time Instructor Non-Credit II  | Ybor City  | 02/04/25 |
| Roesti, Logan             | Part-Time Technician                | Brandon    | 01/23/25 |
| Ruffner, Philip           | Part-Time Advanced Technician       | Dale Mabry | 02/10/25 |
| Skinner, Steven           | Part-Time Instructor Non-Credit III | Ybor City  | 01/02/25 |
| Van Pelt, Deborah         | Part-Time Advanced Technician       | Ybor City  | 01/30/25 |
| Venta, Javier             | Part-Time Professional              | Dale Mabry | 02/03/25 |
| Watson, Talia             | Part-Time Advanced Technician       | Ybor City  | 01/27/25 |
| Worthan, Roman            | Part-Time Technician                | Dale Mabry | 12/02/24 |

*\*\*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**

02/18/25

1-0-024 (2/04)

**FULL-TIME SEPARATIONS**  
**FEBRUARY 26, 2025 BOARD MEETING**

**RESIGNATION**

| <b><u>NAME</u></b>  | <b><u>TITLE</u></b>                       | <b><u>CAMPUS</u></b> | <b><u>BEGIN DATE</u></b> | <b><u>END DATE</u></b> |
|---------------------|---|----------------------|--------------------------|------------------------|
| Banisakher, Mubarak | Computer Science Instructor               | Dale Mabry           | 08/13/20                 | 01/03/25               |
| Barrett, Melissa    | Staff Assistant II                        | District             | 03/24/22                 | 01/10/25               |
| Byrd, Gary          | Campus Facilities Supervisor              | Dale Mabry           | 11/06/15                 | 01/31/25               |
| Cisneros, Anais     | Information Technology Technician         | District             | 09/08/22                 | 01/03/25               |
| Ford, Shaina        | Learning Resources Coordinator            | Brandon              | 06/12/23                 | 12/16/24               |
| Hall, Alicia        | Student Services Support Specialist       | Dale Mabry           | 03/25/21                 | 02/04/25               |
| Joseph, Joanne      | Human Resources Officer                   | District             | 09/15/08                 | 02/14/25               |
| McLane, Amy**       | Trainer, Special Projects                 | Collaboration        | 10/01/20                 | 01/10/25               |
| Miller, George      | Tradesworker II                           | Dale Mabry           | 10/23/14                 | 12/02/24               |
| Samtmann, Craig     | Director, Public Safety & Emergency Mgmt. | District             | 09/25/23                 | 01/30/25               |
| Wasinger, Mary      | Nursing Instructor                        | Dale Mabry           | 09/26/09                 | 12/30/24               |
| Worthan, Rowena     | Health Sciences Clinical Coordinator      | Dale Mabry           | 11/18/22                 | 02/05/25               |

**RETIREMENT**

| <b><u>NAME</u></b> | <b><u>TITLE</u></b>                              | <b><u>CAMPUS</u></b> | <b><u>BEGIN DATE</u></b> | <b><u>END DATE</u></b> |
|--------------------|--|----------------------|--------------------------|------------------------|
| Eckstein, Leslie   | English as a 2 <sup>nd</sup> Language Instructor | Dale Mabry           | 08/26/96                 | 01/03/25               |
| Jacobson, Samuel   | Biology Instructor                               | Dale Mabry           | 08/21/02                 | 01/02/25               |
| Logue, Christine   | Lab Manager                                      | Dale Mabry           | 08/24/09                 | 01/22/25               |
| Williams, Carmen   | Child Development Associate                      | Ybor City            | 11/16/06                 | 02/07/25               |

**EXPIRATION OF TEMPORARY ASSIGNMENT**

| <b><u>NAME</u></b>     | <b><u>TITLE</u></b>     | <b><u>CAMPUS</u></b> | <b><u>BEGIN DATE</u></b> | <b><u>END DATE</u></b> |
|------------------------|-------------------------|----------------------|--------------------------|------------------------|
| Schmitz-Sierra, Maria* | Financial Aid Counselor | Ybor City            | 07/08/24                 | 01/08/25               |

\* Full-Time Temporary

\*\* Full-Time Temporary/Grant Funded

**RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES**

**Agenda Number: 5.04**

**BACKGROUND AND PERTINENT FACTS:**

This item provides revision to the Salary Schedule for FY 2024-2025 to update the part-time non-credit law enforcement instructor salary from \$24.72 to \$40 per hour, which brings it in line with the part-time non-credit fire academy instructor rate. This update is effective January 1, 2025.

**ECONOMIC IMPACT:**

Funds used for these items are included in the 2024-2025 budget.

**OBJECTIVE:**


To provide a revised Salary Schedule for adoption by the Board of Trustees.

**LEGAL AUTHORITY:**

F.S. 1001.64; 1001.65

**RECOMMENDATION:**

The President recommends Board approval of updates to the 2024-2025 Salary Schedule.

|   |                      |
|---|----------------------|
| <b>Initiator</b>  | <b>Date</b>          |
| <b>Vice President/ President/Exec Dir of Human Resources</b>  | <b>Date</b>          |
| <b>District President</b>  | <b>Date</b> 02/18/25 |

1-0-024 (2/04)



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813.253.7000

Hillsborough Community College

# SALARY SCHEDULES 2024-2025

Approved by the Board of Trustees ~~September 25~~ February 26, 2025

Effective ~~September 30~~ February 26, 2025 HCC-District Office



**PART TIME NON CREDIT ADJUNCTS**

| Grade | Category  | Hourly Rate |           |
|-------|---|-------------|-----------|
|       |   | Minimum     | Maximum   |
| I     | Recreation & Leisure and Lifelong Learning                        | \$ 16.48    | \$ 25.75  |
| II    | Business, Regulated and General Education Diploma Courses         | \$ 20.60    | \$ 36.05  |
|       | PSAV: <del>Law Enforcement</del> , Auto Collision, PC Apprentices | \$ 24.72    | \$ 24.72  |
| III   | Health Programs   | \$ 20.60    | \$ 41.20  |
|       | PSAV: Fire Academy <u>and Law Enforcement</u>                     | \$ 40.00    | \$ 40.00  |
| IV    | Advanced Business, Professional and Technical Training            | \$ 41.21    | \$ 103.00 |

|  |                        |
|--|------------------------|
| <b>PART- TIME: COUNSELORS AND LIBRARIANS</b> | \$20.60 per clock hour |
| <b>SUBSTITUTE INSTRUCTORS</b>                | \$ 50 per contact hour |

**Grade I: Recreation & Leisure and Lifelong Learning**

For those skill levels associated with self-supporting classes in which the instructor is not required to have a college degree and/or certification by an external agency.

*Examples:* Arts, Recreational Activities, Basic Skills in Computing, Personal Enrichment.

**Grade II: Business, Regulated and General Education Diploma Courses**

For those skill levels in which the instructor is required to hold a specified level of professional certification and/or a Bachelor’s degree.

*Examples:* Financial Planning taught by a CFP, Real Estate, Insurance and Construction Licensing, Information Technology, Private Investigator.

**Grade III: Health Programs**

For those courses in which the instructor must have the required licensure/certification and/or College training.

*Example:* Health occupations education taught by healthcare professional.

**Grade IV: Advanced Business, Professional, and Technical Training**

For those advanced courses or services which require significant industry expertise or for which the subject matter expert (SME) must meet specialized qualifications and/or hold specific credentials.

*Examples:* Computer engineering, Medical Physician, Software Development, Engineering, Attorney-taught Criminal Justice, Advanced Information Technology Certification training, and Non-credit course development.

**RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES**

**Agenda Number: 5.05**

**BACKGROUND AND PERTINENT FACTS:**

This item will revise the 2025 – 2026 salary schedule to update the part-time faculty lab and clinical contact hour equivalents from 8 points to 10 points, which brings them in line with full-time faculty contact hour equivalents. This update is effective at the start of the Fall 2025 semester.

**ECONOMIC IMPACT:**

Funds used for these items will be included in the 2025-2026 budget.

**OBJECTIVE:**

To provide a revised Salary Schedule for adoption by the Board of Trustee.

**LEGAL AUTHORITY:**

F.S. 1001.64; 1001.65

**RECOMMENDATION:**

The President recommends Board approval of updates to the 2025-2026 Salary Schedule.

|  |                     |
|--|---------------------|
| <b>Initiator</b>   | <b>Date</b>         |
| <b>Vice President/ President/Exec Dir of Human Resources</b> | <b>Date</b>         |
| <b>District President</b> <i>Ken Adams</i>                   | <b>Date</b> 2/18/25 |

1-0-024 (2/04)

## INSTRUCTIONAL FACULTY: PROGRAM MANAGERS – SUPPLEMENTAL ACTIVITY AGREEMENTS

Tier One - Thirty (30) release points per Fall and Spring Terms plus \$2,100 per Fall and Spring Terms and \$1,140 per seven-week Summer Session (or \$2,280 if Summer Sessions are combined into a single fourteen (14) week term.) If the session is more than seven (7) weeks but less than fourteen (14) weeks, the \$2,280 will be prorated.

Tier Two - Program Managers are defined as having responsibility for more than ninety (90) sections (equivalent to at least a minimum of 2400 load points) per Fall or Spring semester or equal to or more than 20 adjunct faculty per Fall or Spring semester. Tier Two Program Managers shall be compensated as Tier One plus an additional thirty (30) points release time per Fall or Spring semester.

## BASIC YEAR FACULTY WORKING SUMMER TERM

Full-time instructional faculty on a basic year contract working in the summer term will be assigned to overload positions and be paid at the overload rate.

Full-time librarians and counselors on a basic year contract working in the summer term will be paid via stipend, the amount determined by dividing the basic year salary by the number of contractual days in that academic year, then multiplying by the number of days worked in the summer term.

## PART-TIME FACULTY

### INSTRUCTIONAL SCHEDULE – POINT CONVERSION CHART

Part-time credit-course instructional faculty will be compensated at the rate of \$76.00 per instructional point, based on the number of assigned load points. There will be no distinction made for advanced degrees. If a part-time instructor is absent from his/her class, the number of sessions missed will be deducted from his/her pay on a prorated basis. (If a class is scheduled to meet 15 times per term and one session is missed by the instructor, 1/15th of his/her salary for the class will be deducted.)

| Points   | Compensation |
|--|--------------|
| 1  | \$76.00      |
| 2  | \$152.00     |
| 3  | \$228.00     |
| 4  | \$304.00     |
| 5  | \$380.00     |
| 6  | \$456.00     |
| 7  | \$532.00     |
| 8  | \$608.00     |
| 9  | \$684.00     |
| 10   | \$760.00     |
| One (1) Lecture Credit Hour will generate ten (10) points.<br>One (1) Laboratory Contact Hour will generate <del>ten</del> <b>eight (108)</b> points.*<br>One (1) Clinical Contact Hour will generate <del>ten</del> <b>eight (108)</b> points.*<br>One (1) Distance Learning Credit Hour will generate ten (10) points.<br><br><a href="#">*Effective at the start of Fall 2025 semester.</a> |              |

## **Section 6**

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**RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES**

**Agenda Number: 6.01**

**CONSENT**

**BACKGROUND AND PERTINENT FACTS:**

The Engineering, Transportation, Architecture and Construction, and Computer Science (ETACCS) discipline group presented program modifications and course modifications; the Mathematics discipline group presented a course modification; the Physical Sciences discipline group presented courses becoming inactive; the Nursing discipline group presented a course becoming inactive, course fee modifications, a program modification, and new course proposals; the Social Sciences discipline group presented a new course proposal.

The Academic Affairs Committee approved the new course proposals, the courses becoming inactive, the course modifications, the course fee modifications, and the program modifications, and forwarded all to the Vice President for Academic Affairs who reviewed them 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 course proposals, the courses becoming inactive, the course modifications, the course fee modifications, and the program modifications to be effective FA/25, unless otherwise noted.

**Initiator**

Dionna Doss and Brian Mann

**Date:**

**Vice President/Campus President/Director of Human Resources**

Richard Senker

**Date:**

**District President**

*Ken Apple Apple*

**Date**

02/18/25

1-0-024(2/04)

**Hillsborough Community College**  
February 2025 BOT

**New Courses**

| Course Number/<br>Prefix | Course Title   | Category | Credit/<br>Clock<br>Hrs. | Effective<br>Term |
|--------------------------|--|----------|--------------------------|-------------------|
| INR 2002                 | Introduction to International Relations                          | Transfer | 3 cr.                    | FA/25             |
| NUR 1010                 | Introduction to Nursing  | Transfer | 1 cr.                    | FA/25             |
| NUR 1021C                | Health Assessment  | Transfer | 2 cr.                    | FA/25             |
| NUR 1025C                | Essential Concepts of Patient Management                         | Transfer | 3 cr.                    | FA/25             |
| NUR 1030C                | Fundamental Concepts of Nursing Practice                         | Transfer | 3 cr.                    | FA/25             |
| NUR 1092C                | Introduction to Medication Administration and Dosage Calculation | Transfer | 1 cr.                    | FA/25             |
| NUR 1105L                | Clinical Simulation I  | Transfer | 1 cr.                    | FA/25             |
| NUR 1125                 | Pathopharmacology for Nursing Practice I                         | Transfer | 2 cr.                    | FA/25             |
| NUR 1210C                | Concepts of Medical-Surgical Nursing I                           | Transfer | 3.5 cr.                  | FA/25             |
| NUR 1425C                | Concepts of Nursing Care for Women and Infants                   | Transfer | 3.5 cr.                  | FA/25             |
| NUR 1510                 | Introduction to Psychosocial Nursing                             | Transfer | 2 cr.                    | FA/25             |
| NUR 1515C                | Concepts of Mental Health Nursing                                | Transfer | 2 cr.                    | FA/25             |
| NUR 2105L                | Clinical Simulation II   | Transfer | 1 cr.                    | FA/25             |
| NUR 2125                 | Pathopharmacology for Nursing Practice II                        | Transfer | 3.5 cr.                  | FA/25             |
| NUR 2215C                | Concepts of Medical-Surgical Nursing II                          | Transfer | 3.5 cr.                  | FA/25             |
| NUR 2225                 | Pathopharmacology for Nursing Practice III                       | Transfer | 2 cr.                    | FA/25             |
| NUR 2305L                | Clinical Simulation III  | Transfer | 1 cr.                    | FA/25             |
| NUR 2310C                | Concepts of Nursing Care of Children                             | Transfer | 3.5 cr.                  | FA/25             |
| NUR 2315C                | Concepts of Medical-Surgical Nursing III                         | Transfer | 3.5 cr.                  | FA/25             |
| NUR 2400                 | Transition to Professional Nursing Practice                      | Transfer | 1 cr.                    | FA/25             |
| NUR 2405                 | Transition to Role of Professional Nurse Practice Practicum      | Transfer | 1 cr.                    | FA/25             |
| NUR 3164                 | Introduction to Research and Informatics                         | Transfer | 3 cr.                    | FA/25             |

**Course Modifications**  
**Effective FA/25**

MAC 2311, Calculus and Analytic Geometry I

- Change course description to read: “In this course, students will develop problem solving skills, critical thinking, computational proficiency, and contextual fluency through the study of limits, derivatives, and definite and indefinite integrals of functions of one variable, including algebraic, exponential, logarithmic, and trigonometric functions, and applications. Topics will include limits, continuity, differentiation and rates of change, optimization, related rates, mean value theorem, differentials, curve sketching, and introduction to integration, area, volume, and work. Students must pass both pre-calculus algebra and trigonometry with a minimum grade of C in order to take MAC 2311. This can be accomplished through any one of the following routes: (1) MAC 1106 and MAC 1114, (2) MAC 1140 and MAC 1114, (3) MAC 1147

#### CET 2939, Computer Engineering Capstone

- Change to a C course. Add EET 2155C as a prerequisite. Change course description to read: “The capstone course is designed for the student to demonstrate his/her knowledge and skills applicable to the degree core competencies and outcomes. The course is designed as a project-based experience. The student's project requirements will be designed in concert with his/her area of curriculum emphasis.”

#### EET 2939, Electronics Engineering Capstone

- Change to a C course. Add EET 2155C as a prerequisite. Change course description to read: “The capstone course is designed for the student to demonstrate his/her knowledge and skills applicable to the degree core competencies and outcomes. The course is designed as a project-based experience. The student's project requirements will be designed in concert with his/her area of curriculum emphasis.”

### **Courses Becoming Inactive**

#### **Effective FA/25**

CHS 2240, General Chemistry for Engineers  
CHS 2240L, General Chemistry for Engineers Laboratory  
NUR 4177, Introduction to Holistic Nursing

### **Program Modifications**

#### **Effective FA/25**

#### Computer Engineering Technology AS

- Move CET 1123C from Year 1/Semester 2 to Year 1/Semester 3. Move CET 2939 from Year 2/Semester 2 to Year 2/Semester 3. CET-2152C-Advanced Microprocessors will be replaced with ETS-2210C-Intro to Photonics.

#### Electrical Engineering Technology AS

- Move CET 1123C from Year 1/Semester 2 to Year 1/Semester 3.

#### Nursing AS

- The program is being redesigned so it can be taught year-round. New courses are being created and incorporated into the curriculum, and these courses will be delivered in 8-week cycles. Courses are paired with specific corequisites to create groups of classes that are taken together.

**RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES**

**Agenda Number: 6.02**

**BACKGROUND AND PERTINENT FACTS:**

**Course fee modifications and course fees for new courses** were presented by the Nursing discipline group and **approved through the Academic Affairs Committee process**. The proposals were forwarded to the Vice President for Academic Affairs who reviewed the recommendations with the appropriate staff and forwarded the proposals to the College President.

**ECONOMIC IMPACT:**

There is not an economic impact associated with the modification to existing course fees or the introduction of course fees for new courses.

**OBJECTIVE:**


To reduce and increase lab fees for students, as well as establish lab fees for new courses.

**LEGAL AUTHORITY:**

HCC 6HX-10-4.06

**RECOMMENDATION:**

The President recommends Board approval of **the proposals to decrease and increase existing course fees and establish lab fees for new courses to be effective FA/25**, unless otherwise noted.

|  |                         |
|--|-------------------------|
| <b>Initiator</b><br>Brian Mann   | <b>Date</b>             |
| <b>Vice President/Campus President/Director of Human Resources</b><br>Richard Senker                             | <b>Date</b>             |
| <b>District President</b><br> | <b>Date</b><br>02/18/25 |

1-0-024(2/04)



**Hillsborough Community College**  
February 2025 BOT

**Effective FA/25**

NUR 1310C, Concepts of Pediatric Nursing

- Decrease lab fee from \$191 to \$106 per student.

NUR 1421C, Concepts of Women and Infants

- Decrease lab fee from \$336 to \$116 per student.

NUR 1520C, Concepts of Mental Health

- Decrease lab fee from \$80 to \$40 per student.

NUR 2205C, Complex Simulations

- Decrease lab fee from \$254 to \$199 per student.

NUR 2210, Concepts of Adult Health I

- Decrease lab fee from \$120 to \$59 per student.

NUR 2211, Concepts of Adult Health II

- Increase lab fee from \$234 to \$309 per student.

NUR 2811C, Role Transformation

- Decrease lab fee from \$287 to \$135 per student.

NUR 1025C, Essential Concepts of Patient Management

- The new course lab fee would be \$47 per student.

NUR 1092C, Introduction to Medication Administration and Dosage Calculation

- The new course lab fee would be \$92 per student.

NUR 1105L, Clinical Simulation I

- The new course lab fee would be \$69 per student.

NUR 1425C, Concepts of Nursing Care for Women and Infants

- The new course lab fee would be \$92 per student.

NUR 2105L, Clinical Simulation II

- The new course lab fee would be \$156 per student.

NUR 2305L, Clinical Simulation III


- The new course lab fee would be \$70 per student.

NUR 2310C, Concepts of Nursing Care of Children

- The new course lab fee would be \$92 per student.

NUR 2405, Transition to Professional Nursing Practice Practicum

- The new course lab fee would be \$50 per student.

|  |                      |
|--|----------------------|
| <b>RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES</b>  |                      |
| <b>Agenda Number: 6.03</b>   |                      |
| <b>BACKGROUND AND PERTINENT FACTS:</b>   |                      |
| <p>Hillsborough Community College is proposing a new <b>Dual Enrollment Articulation Agreement</b> with a local private school, <b>Faith Outreach Academy</b>, that will be in effect through July 31, 2030. A former articulation agreement with the school expired at the end of July 2023, and the school and HCC both seek to establish a new agreement. Various communications took place between HCC and Faith Outreach Academy to review and develop the articulation agreement which includes Dual Enrollment and Early Admission.</p> |                      |
| <b>ECONOMIC IMPACT:</b>  |                      |
| <p>The economic impact is enrollment dependent. Dual enrollment students do not pay HCC tuition, but the college is reimbursed by the state of Florida's dual enrollment scholarship program for the cost of courses and instructional materials. Reimbursement is provided at the tuition rate established by the state of Florida.</p>   |                      |
| <b>OBJECTIVE:</b>  |                      |
| <p>To request approval of the <b>Dual Enrollment articulation agreement between Hillsborough Community College and Faith Outreach Academy</b> which includes Dual Enrollment and Early Admission.</p>  |                      |
| <b>LEGAL AUTHORITY:</b>  |                      |
| <p>F.S. 1007.22, 1007.271, 1008.30; SBE 6A-10.024, 6A-10.0315, 6A-14.064</p>   |                      |
| <b>RECOMMENDATION:</b>   |                      |
| <p>The President recommends Board approval of the Dual Enrollment Annual Articulation Agreement between Hillsborough Community College and the School Board of Hillsborough County.</p>  |                      |
| <b>Initiator</b>   | <b>Date</b>          |
| <b>Vice President/Campus President/Director of Human Resources</b>   | <b>Date</b>          |
| <b>District President</b>   | <b>Date</b> 02/18/25 |

**RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES**

**Agenda Number: 6.04**


**BACKGROUND AND PERTINENT FACTS:**  
Hillsborough Community College is proposing a new **Dual Enrollment Articulation Agreement** with a local private school, **Beach Park School, INC** that will be in effect through July 31, 2030, Various meetings took place between HCC and Beach Park School, INC to review and develop the articulation agreement which includes Dual Enrollment and Early Admission.

**ECONOMIC IMPACT:**  
The economic impact is enrollment dependent. Dual enrollment students do not pay HCC tuition, but the college is reimbursed by the state of Florida’s dual enrollment scholarship program for the cost of courses and instructional materials. Reimbursement is provided at the tuition rate established by the state of Florida.

**OBJECTIVE:**  
To request approval of the **Dual Enrollment articulation agreement between Hillsborough Community College and Beach Park School, INC** which includes Dual Enrollment and Early Admission.

**LEGAL AUTHORITY:**  
F.S. 1007.22, 1007.271, 1008.30; SBE 6A-10.024, 6A-10.0315, 6A-14.064

**RECOMMENDATION:**  
The President recommends that the Board approve the Dual Enrollment Annual Articulation Agreement between Hillsborough Community College and the School Board of Hillsborough County.

|   |                     |
|---|---------------------|
| <b>Initiator</b>  | <b>Date</b>         |
| <b>Vice President/Campus President/Director of Human Resources</b>  | <b>Date</b>         |
| <b>District President</b>  | <b>Date</b> 2/18/25 |

**RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES**

**Agenda Number: 6.05**


**BACKGROUND AND PERTINENT FACTS:**  
Hillsborough Community College is proposing a new **Dual Enrollment Articulation Agreement** with a local private school, **Plant City Christian Academy**, that will be in effect through July 31, 2030, Various meetings took place between HCC and Plant City Christian Academy to review and develop the articulation agreement which includes Dual Enrollment and Early Admission.


**ECONOMIC IMPACT:**  
The economic impact is enrollment dependent. Dual enrollment students do not pay HCC tuition, but the college is reimbursed by the state of Florida’s dual enrollment scholarship program for the cost of courses and instructional materials. Reimbursement is provided at the tuition rate established by the state of Florida.

**OBJECTIVE:**  
To request approval of the **Dual Enrollment articulation agreement between Hillsborough Community College and Plant City Christian Academy** which includes Dual Enrollment and Early Admission.

**LEGAL AUTHORITY:**  
F.S. 1007.22, 1007.271, 1008.30; SBE 6A-10.024, 6A-10.0315, 6A-14.064

**RECOMMENDATION:**  
The President recommends that the Board approve the Dual Enrollment Annual Articulation agreement between Hillsborough Community College and the School Board of Hillsborough County.

|   |                      |
|---|----------------------|
| <b>Initiator</b>  | <b>Date</b>          |
| <b>Vice President/Campus President/Director of Human Resources</b>  | <b>Date</b>          |
| <b>District President</b>  | <b>Date</b> 02/18/25 |

|   |                         |
|---|-------------------------|
| <b>RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES</b>   |                         |
| <b>Agenda Number: 6.06</b>  |                         |
| <b>BACKGROUND AND PERTINENT FACTS:</b>  |                         |
| <p>Hillsborough Community College (HCC) is proposing an <b>amendment to its articulation agreements with charter schools</b> to address the reimbursement of costs for <b>summer courses taken by dual enrollment students</b>. Currently, charter schools reimburse HCC for the cost of instructional materials and also reimburse the college the tuition rate established by the state for courses taken by dual enrollment students in fall and spring terms. The cost for charter school students' summer courses and instructional materials are currently billed to the state for reimbursement through the state's dual enrollment scholarship program and fund. This past summer the state's funding did not cover the full costs of dual enrollment courses and materials. The proposed amendment will provide a path for HCC to seek proportional reimbursement for costs not covered by the state's dual enrollment scholarship fund.</p> |                         |
| <b>ECONOMIC IMPACT:</b>   |                         |
| <p>The proposed amendment will have a positive economic impact and establish a means for the college to avoid shortfalls that may be caused by limited state funding.</p>   |                         |
| <b>OBJECTIVE:</b>   |                         |
| <p>To request approval of the <b>amendment to HCC's dual enrollment articulation agreements with our partner charter schools</b>.</p>   |                         |
| <b>LEGAL AUTHORITY:</b>   |                         |
| <p>F.S. 1007.22, 1007.271, 1009.30; SBE 6A-14.064</p>   |                         |
| <b>RECOMMENDATION:</b>  |                         |
| <p>1. Approve the proposed amendment to the dual enrollment agreement for charter schools</p> <p>2. Authorize the College President (or designee) to sign executed amendments with charter schools in substantial compliance with the approved amendment, subject to review and approval by General Counsel.</p>  |                         |
| <b>Initiator</b>  | <b>Date</b>             |
| <b>Vice President/Campus President/Director of Human Resources</b>  | <b>Date</b>             |
| <b>District President</b><br>  | <b>Date</b><br>02/18/25 |

## **Board Agenda Items 6.06 & 6.07- Additional Information**

The Office of Accelerated Learning currently has articulation agreements with 8 local charter schools and 43 local private schools. The charter school students generally participate every term, while the private school students vary in their participation rates.

- In the 23/24 academic year, 471 charter school students from all 8 of our local charter schools took 4,033 dual enrollment credits with HCC.
- In the 23/24 academic year, 409 private school students from 25 of our local private schools took 4,000 dual enrollment credits with HCC.

Charter schools and the school district (HCPS) directly reimburse HCC for tuition and instructional materials for the Fall and Spring terms from their own funding, while private school costs are billed to the state. During the summer terms all school types (HCPS, charter, and private schools) are billed to the state of Florida which reimburses HCC from their dual enrollment scholarship program.


In Summer 2024, the state program did not have sufficient funds to fully reimburse HCC, causing a shortfall of approximately \$17,000. If the proposed amendment had been in effect, the costs would have been billed on a per credit basis the following way:

HCPS: 10,586 credits = \$14,926.26 at \$1.41 per credit for their students.

Charter (7 Schools): 948 Credits = \$1,336.68 at \$1.41 per credit for their own school's students.

Private (18 schools): 1059 credits = \$1,493.19 at \$1.41 per credit for their own school's students.

These per credit amounts would increase, decrease, or not be charged at all based on the amount of reimbursement funding provided by the state.

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| <b>RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES</b>  |                      |
| <b>Agenda Number: 6.07</b>   |                      |
| <b>BACKGROUND AND PERTINENT FACTS:</b>   |                      |
| <p>Hillsborough Community College (HCC) is proposing an <b>amendment to its articulation agreements with private schools</b> to address the reimbursement of costs for courses taken by dual enrollment students. Currently, HCC bills the state for the cost of instructional materials and courses taken by private school dual enrollment students during the <b>fall, spring, and summer terms</b>. The present articulation agreements with our private schools have language concerning the reimbursement of costs by the schools in the fall and spring terms if the state's funding does not fully cover dual enrollment costs. However, the agreements have not addressed costs for the summer terms. This past summer the state's funding did not cover the full costs of dual enrollment courses and materials. The proposed amendment will provide a path for HCC to seek proportional reimbursement for the costs incurred by dual enrollment private school students that are not covered by the state's dual enrollment scholarship fund.</p> |                      |
| <b>ECONOMIC IMPACT:</b>  |                      |
| <p>The proposed amendment will have a positive economic impact and establish a means for the college to avoid shortfalls that may be caused by limited state funding.</p>  |                      |
| <b>OBJECTIVE:</b>  |                      |
| <p>To request approval of the <b>amendment to HCC's dual enrollment articulation agreements with our partner private schools</b>.</p>  |                      |
| <b>LEGAL AUTHORITY:</b>  |                      |
| <p>F.S. 1007.22, 1007.271, 1009.30; SBE 6A-14.064</p>  |                      |
| <b>RECOMMENDATION:</b>   |                      |
| <ol style="list-style-type: none"> <li>1. Approve the proposed amendment to the dual enrollment agreement for private schools</li> <li>2. Authorize the College President (or designee) to sign executed amendments with private schools in substantial compliance with the approved amendment, subject to review and approval by General Counsel.</li> </ol>  |                      |
| <b>Initiator</b>   | <b>Date</b>          |
| <b>Vice President/Campus President/Director of Human Resources</b>   | <b>Date</b>          |
| <b>District President</b>   | <b>Date</b> 02/18/25 |

## **Board Agenda Items 6.06 & 6.07- Additional Information**

The Office of Accelerated Learning currently has articulation agreements with 8 local charter schools and 43 local private schools. The charter school students generally participate every term, while the private school students vary in their participation rates.

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Charter schools and the school district (HCPS) directly reimburse HCC for tuition and instructional materials for the Fall and Spring terms from their own funding, while private school costs are billed to the state. During the summer terms all school types (HCPS, charter, and private schools) are billed to the state of Florida which reimburses HCC from their dual enrollment scholarship program.

In Summer 2024, the state program did not have sufficient funds to fully reimburse HCC, causing a shortfall of approximately \$17,000. If the proposed amendment had been in effect, the costs would have been billed on a per credit basis the following way:

HCPS: 10,586 credits = \$14,926.26 at \$1.41 per credit for their students.

Charter (7 Schools): 948 Credits = \$1,336.68 at \$1.41 per credit for their own school's students.

Private (18 schools): 1059 credits = \$1,493.19 at \$1.41 per credit for their own school's students.

These per credit amounts would increase, decrease, or not be charged at all based on the amount of reimbursement funding provided by the state.



## **Section 7**

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## **Section 8**

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**RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES**

**Agenda Number: 8.01**

**BACKGROUND AND PERTINENT FACTS:**

In August of 2022, the District Board of Trustees entered a contract with **Foresight Construction Group, Inc.** to provide heating, ventilation, and air conditioning replacement services at the SouthShore campus in the amount of \$1,891,000. The project was completed on November 15, 2024, as per contract for a total amount of \$1,890,998.78. WGI, Inc. (formerly Anston-Greenlees, Inc.) has reviewed and approved the application for the **final payment in the amount of \$55,031.65 to Foresight Construction Group, Inc.** The unused portion of the GMP in the amount of \$1.22 is credited back to the College. All sub-contractor invoices have been paid.

**ECONOMIC IMPACT:**

Funding for the project was provided from the Coronavirus Aid, Relief, and Economic Security Act (CARES).

**OBJECTIVE:**

To obtain Board approval for **final payment of \$55,031.65 to Foresight Construction Group, Inc** for the completion of the heating, ventilation and air conditioning replacement services that included the replacement of (2) chillers and (5) air handlers at the Southshore Campus.

**LEGAL AUTHORITY:**

COE 6-2.004, FS 287.055, HCC 6HX-10.4.101

**RECOMMENDATION:**

The President recommends Board approval for the application for **final payment in the amount of 55,031.65 to Foresight Construction Group, Inc** for the completion of the heating, ventilation, and air conditioning replacement services at the SouthShore campus as reviewed and recommended by WGI, Inc.

**Initiator**

Ben Marshall

**Date**

February 6, 2025

**Vice President/Campus President/Executive Director of Human Resources**


**Date**


**District President**



**Date**

02/18/25

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| <b>RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES</b>  |                                 |
| <b>Agenda Number: 8.02</b>   |                                 |
| <b>BACKGROUND AND PERTINENT FACTS:</b>   |                                 |
| <p>In June of 2022, the District Board of Trustees entered a contract with <b>Foresight Construction Group, Inc.</b> to provide heating, ventilation, and air conditioning replacement services at The Regent, satellite facility of the HCC Brandon Campus in the amount of \$1,891,000. Change Order No. 1 increased the contact amount by \$51,738.80 to cover the additional cost of a screened enclosure for a new total of \$1,942,738.80. The project was completed on November 6, 2024, as per contract for a total amount of \$1,578,143.20, which reflects a deduction of \$364,595.60 for Direct Purchases. WGI, Inc. (formerly Anston-Greenlees, Inc.) has reviewed and approved the application for the <b>final payment in the amount of \$28,693.51 to Foresight Construction Group, Inc.</b> All sub-contractor invoices have been paid.</p> |                                 |
| <b>ECONOMIC IMPACT:</b>  |                                 |
| <p>Funding for the project was provided from the Coronavirus Aid, Relief, and Economic Security Act (CARES).</p>   |                                 |
| <b>OBJECTIVE:</b>  |                                 |
| <p>To obtain Board approval for <b>final payment of \$28,693.51 to Foresight Construction Group, Inc</b> for the completion of the heating, ventilation and air conditioning replacement services at The Regent, satellite facility of the HCC Brandon Campus.</p>   |                                 |
| <b>LEGAL AUTHORITY:</b>  |                                 |
| <p>COE 6-2.004, FS 287.055, HCC 6HX-10.4.101</p>   |                                 |
| <b>RECOMMENDATION:</b>   |                                 |
| <p>The President recommends Board approval for the application for <b>final payment in the amount of 28,693.51 to Foresight Construction Group, Inc</b> for the completion of the heating, ventilation, and air conditioning replacement services at The Regent as reviewed and recommended by WGI, Inc.</p>   |                                 |
| <b>Initiator</b><br>Ben Marshall   | <b>Date</b><br>February 6, 2025 |
| <b>Vice President/Campus President/Director of Human Resources</b>   | <b>Date</b>                     |
| <b>District President</b><br>   | <b>Date</b><br>02/18/25         |

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| <b>RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES</b>   |                         |
| <b>Agenda Number: 8.03</b>  |                         |
| <b>BACKGROUND AND PERTINENT FACTS:</b>  |                         |
| <p>Each year, the State Department of Education to conduct an annual Fire Safety, Casualty, and Sanitation inspections in accordance with the criteria found in the <b>State Requirements for Educational Facilities (SREF 2014)</b>, Chapter 5, Section 5 and Florida Administrative Code 69A-58, Fire Safety in Educational Facilities. This inspection was <b>completed in December 2023</b> and identified 21 violations. All of these were classified by the inspector as non-serious violations and many were minor discrepancies such as smoke doors that do not latch properly, fire alarms panels in trouble condition, and inappropriate storage. Most of the deficiencies were noted in the inspection have since been corrected or are scheduled for renovation (e.g., DTEC red tag fire pump and elevator certifications out of date).</p> |                         |
| <b>ECONOMIC IMPACT:</b>   |                         |
| None. Funds needed to correct deficiencies identified were available within current year budgets.   |                         |
| <b>OBJECTIVE:</b>   |                         |
| To obtain Board approval of the 2023-24 Fiscal Year Fire Safety, Casualty, and Sanitation Inspection Report.  |                         |
| <b>LEGAL AUTHORITY:</b>   |                         |
| F.S. 1013.11<br>SREF, Chapter 5, Section 5 Chapter 69A-58, FAC  |                         |
| <b>RECOMMENDATION:</b>  |                         |
| The President recommends that the Board <b>accept the Fiscal year 2023-2024 Fire Safety, Casualty and Sanitation Inspection Report for filing and action.</b>   |                         |
| <b>Initiator</b>  | <b>Date</b>             |
| <b>Vice President/Campus President/Director of Human Resources</b>  | <b>Date</b>             |
| <b>District President</b><br>  | <b>Date</b><br>02/18/25 |

1-0-024(2/04)

**RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES**


**AGENDA ITEM: 8.04                      INFORMATIONAL ONLY**

**EXEMPT QUARTERLY (PAST) PURCHASES**

The College is permitted by State Board of Education and HCC Administrative Rules to purchase items under various contracts such as state, city, county, district school board, college, university and buying cooperatives contracts as well as single or sole source procurements and various items such as textbooks, instructional materials and equipment, library books, materials, and supplies, food, professional services, instructional services, information technology resources, items for resale and other items as exceptions to the requirements of the competitive solicitation process and without prior District Board of Trustees approval. The following items and/or services have been processed after verification of budgeted funds during the period of October 1, 2024 through December 31, 2024.

| <u>ITEM</u>  | <u>SOURCE</u>                      | <u>AMOUNT</u> |
|--|------------------------------------|---------------|
| Replacement and installation of HVAC/AHU at the DGYM building Dale Mabry Campus. Single Source Agreement. Deferred Maintenance Federal.          | Trane U.S. Inc<br>Tampa, Florida   | \$579,712     |
| Installation service and equipment for the replacement of seven (7) split systems at The Regent. Single Source Agreement. Unexpended Plant Fund. | Trane U.S. Inc<br>Tampa, Florida   | \$438,080     |
| Metal roof restoration at the Ybor Training Center. MICPA #PW1925 Cooperative Contract. Unexpended Plant Fund.                                   | Garland DBS Inc<br>Cleveland, Ohio | \$432,537     |
| Elevator modernization for DSSC at Dale Mabry Campus. Single Source. Unexpended Plant Fund.  | Otis Elevator<br>Tampa, Florida    | \$383,210     |

**LEGAL AUTHORITY:**  
FS 1001.02(6), FS 1001.64(4), SBE 6A-14.0734, HCC 6HX-10-6.08

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| <b>Initiator</b>   | <b>Date</b>             |
| <b>Vice President/Campus President/Director of Human Resources</b>   | <b>Date</b>             |
| <b>District President</b><br> | <b>Date</b><br>02/18/25 |

**RECOMMENDATION TO HILLSBOROUGH COMMUNITY COLLEGE BOARD OF TRUSTEES**

**Agenda Number: 8.06**

**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 months of September, October and November 2024.

**LEGAL AUTHORITY:**  
Sections 1001.64; 1001.65 Florida Statutes

**Initiator**

**Date**

**Vice President/Campus President/Director of Human Resources**

**Date**

**District President**



**Date**

2/18/25

1-0-024(2/04)