

**HILLSBOROUGH COMMUNITY COLLEGE  
DISTRICT BOARD OF TRUSTEES  
BOARD MEETING  
THURSDAY, OCTOBER 6, 2022 – 4:00 P.M.  
(SEPTEMBER 28, 2022 MEETING RESCHEDULED DUE TO HURRICANE)  
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 Watkins asked to keep the families of Charles White, former Associate Professor and Head Basketball Coach at Dale Mabry Campus and Joe Kitchens, Assistant Professor of Mathematics at Plant City Campus 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
- Juan Penagos

1.05 Welcome to Guests, Faculty and Staff Members

1.06 Foundation Report

1.06.01 Lee Lowry, Director of Development for the Foundation, provided the Board with a brief update of the HCCF activities and support. She announced that our great partners at Suncoast Credit Union committed a large single gift for program support and scholarships as well as for HCC's annual Faculty and Staff Service Awards. She also reminded the Board that the Fishing Tournament is tomorrow and the Presidential Showcase is coming up on November 10, 2022. Dr. Atwater congratulated the Foundation staff for an outstanding year and commended their hard work.

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

- \$257K YTD in Donations;
- \$677K in Total Revenue;

- \$316K net gain on investments due to positive market returns
- \$16.2M in Net Assets.

1.06.03 Fundraising:

- Suncoast Credit Union committed \$100,425 for sponsorships and program support.
- The Florida College System Foundation, Inc. committed \$67,572.00 for scholarships from The Helios Education Foundation and Bank of America for First Generation Scholarships; and from Florida Blue for Nursing and Allied Health Scholarships.
- Inshore Fishing Tournament, October 7, 2022.
- Presidential Showcase, November 10, 2022.

1.07 Faculty, Staff and Student Recognitions

Lee Lowry, Director of Development for the Foundation, provided the following faculty, staff and student recognitions:

- 1.07.01 We are very fortunate to have had a member of our faculty on the front lines during Hurricane Ian. **Paul Flaherty** teaches Meteorology for HCC (MacDill/PC) and is also a Meteorologist, Director, Manager, and Science Branch Chief working as a Hurricane Hunter for the National Oceanographic and Atmospheric Administration (NOAA.) In that capacity, Paul spent time tracking Hurricane Ian. Paul was also recently selected to the Senior Executive Fellows Program at the John F. Kennedy School of Government at Harvard University.
- 1.07.02 The Phi Chi chapter of Phi Theta Kappa was selected to receive an Honors in Action grant in the amount of \$1,000 to enhance their 2022 Honors in Action project. As a part of the application process, the chapter was recognized for its engagement at the college and in the community. **Tom Klee** is the faculty advisor.
- 1.07.03 At the United Faculty of Florida Fall Senate Meeting, the Senate body voted four HCC faculty members onto three of the five state Steering Committees. **Tom Tankersley**, Legal Studies, Ybor City Campus, Member of Contract Enforcement Committee; **Wendy Pogoda**, Mathematics, SouthShore Campus, Member of Membership Committee; **TaMetryce Collins**, Psychology, Brandon Campus, Member of Leadership, Equity, Inclusion & Diversity Committee; **Elizabeth Key-Raimer**, Counseling, Dale Mabry Campus, Chair of Leadership, Equity, Inclusion & Diversity Committee.
- 1.07.04 Board member Juan Penagos recognized the completion of a HIA grant that was completed by a **PTK student** with the assistance of **Dr. Paige Niehaus**.

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

Trustee Celestan 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 **August 24, 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.

- 1.10 The President recommended that the Board approve the deletion of **Administrative Rule 6HX-10-6.15, Bookstore Refund and Buy-Back Policy.**

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**

- 3.01 Heather Urquides from Sunshine Health addressed the Board regarding opportunities for underprivileged students.

## **4.0 HEARING OF FACULTY AND STAFF**

- 4.01 The following Faculty members addressed the Board regarding FUSA Bargaining:

Sheryl Sippel  
Janet Willman  
Wendy Pagoda  
John Hardin  
Tony Buonaquisti  
Cheri Borman (for Terry Varvil)  
Timothy Griffin  
April Muchmore Volken

## **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/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 Board approval of the **revised 2022-2023 Salary Schedule for Part-time minimum wage.**

Trustee Celestan asked if Salary Schedule adjustments affect negotiations with the union. Dr. Atwater answered that this item is a federal mandate and all other adjustments are made during negotiations. *Trustee Watkins asked how many part time employees HCC has that are making minimum wage. Dr. Atwater will get the number and let the board know.*

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

## 6.0 EDUCATIONAL PROGRAMS & STUDENT SERVICES

### 7.0 INSTITUTIONAL SERVICES

- 7.01 The President recommended approval of the **Annual Audit of the HCC Foundation, Inc.**  
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.
- 7.02 The President recommended that the Board approve the **Foundation's use of College resources for the 2022-2023 fiscal year.**  
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.

### 8.0 FINANCIAL SERVICES

- 8.01 The President recommended approval of the **carryforward spending plan.**  
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.
- 8.02 The President recommended approval to **designate \$230,000 of the unrestricted fund balance to establish a reserve for self-insurance.**  
Trustee Celestan made a motion of approval, seconded by Trustee Patel. After due discussion and consideration, approval was given by aye vote of all members present.

### 9.0 ADMINISTRATIVE REPORT

- 9.01 Marni Fuente, Director of Early Childhood & Community Initiatives, presented regarding: The Quality Early Education System (QEES) at HCC.  
Trustee Patel commented regarding the program and applauded Ms. Fuente and her notoriety throughout the QEES community. He encouraged the Board to visit the Ybor Campus to see the program in action. He thanked Dr. Atwater for making this presentation a priority today.  
Trustee Penagos commented that he has seen the benefits of the program within his own family. He also asked if the program can be beneficial to his generation concerning the emotional aspect of the program. Ms. Fuente responded positively.  
Trustee Diehl offered to assist in facilitating a military connection for the initiative.  
*The President will send the Board a copy of the QEES annual report. **Report was sent to all Board members on 10/7/2022.***
- 9.02 The President reminded Board members that are attending ACCT in NY that he will be contacting them regarding specific details for meetings.

### 10.0 LEGAL REPORT

### 11.0 HEARING OF BOARD MEMBERS

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

As an outcome of its annual self-evaluation process, listed below are the three (3) 2022-2023 priorities of the Board of Trustees in support of the College Strategic Plan:

**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.*
- **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.*

**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.*
- **Initiative 2:** Continue to support the Black, Brown and College Bound Summit.  
*Strategic Plan Alignment: College Goal #1 Student Success, Initiatives B-G to increase retention, completion, transfer, transfer success, licensure, and job placement.*

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.

11.02 Trustee Patel shared that the Governor announced a \$1.9M award which included a \$50K award to HCC for our Entrepreneurship program.

11.03 Trustee Penagos asked the Faculty present and those listening online to spread the word regarding the Jack Kent Cooke Scholarship that is now open for applicants.

## **12.0 ADJOURNMENT**

There being no further business, the meeting adjourned at 5:08 p.m.