

**HILLSBOROUGH COMMUNITY COLLEGE
DISTRICT BOARD OF TRUSTEES
BOARD MEETING
WEDNESDAY, OCTOBER 27, 2021 – 4:00 P.M.
DR. GWENDOLYN W. STEPHENSON DISTRICT
ADMINISTRATION CENTER – BOARD ROOM
MINUTES**

1.0 GENERAL FUNCTIONS

1.01 Call to Order

1.01.01 Due to the COVID-19 virus, this meeting was also held by Zoom video conferencing due to social distancing limitations. The public was reminded that questions or comments can be submitted to the Trustees' email address at any time during the meeting.

1.02 Invocation

1.02.01 Trustee Diehl asked that we keep the family of student Romello Russ and former Secretary of State Collin Powell in our thoughts and prayers. Romello was studying business administration at the Dale Mabry Campus and recently passed away. General Powell was a dear friend of HCC and spoke at the 2016 Black Brown and College Bound Summit. Both recently passed away.

1.03 Pledge of Allegiance

1.04 Roll Call

The following Trustees were in attendance:

- Chip Diehl
- Nancy Watkins
- Greg Celestan
- Brian Lametto
- Aakash Patel
- Dalia McCloud *[via telephone]*

1.05 Welcome to Guests, Faculty and Staff Members

1.06 Foundation Report

- 1.06.01 Mr. Steve Shear, Executive Director for the Foundation, introduced Ms. Adelee LeGrand, CEO for the Hillsborough Area Regional Transit (HART) and Justin Lafler, Director of Maintenance. Ms. LeGrand presented the College with a gift of a 40-foot diesel-powered bus and two (2) vans for use by students at the Workforce Training Center. Ms. LeGrand recognized HCC as a true partner with HART.
- Dr. Atwater thanked Ms. LeGrand and her team and for their partnership with the College. General Diehl also expressed his gratitude.
- 1.06.02 Mr. Shear introduced Dr. Paul Nagy, HCC's Vice President of Strategic Planning and Analysis, and his wife, Dr. Rebecca Nagy. Over the last 19 years, the Nagy's have devoted their professional lives to the University of Florida and Hillsborough Community College. The couple's recent pledge of \$450K is the largest HCC employee gift in the history of the College and one of the five largest gifts that HCC has ever received.
- Ms. Watkins stated that "the magnitude of this generosity is breathtaking in its scope." She reiterated her appreciation for their efforts to lift students out of poverty.
- 1.06.03 The HCC Foundation's annual fishing tournament was held on October 1, 2021. Over \$60K was raised for Workforce and First Generation scholarships. Special thanks to all our sponsors and long-time primary sponsor, Charles Perry Partners.
- 1.06.04 The signing day job fair held in June generated \$25K in net profit. The committee agreed to use \$15K to start a scholarship endowment that we hope will continue to grow with funds derived annually from this event.
- 1.06.05 The Foundation Report was sent to the Board under separate cover. A summary of activities during the month of September included:
- \$786K YTD in Donations;
 - \$1.46M in Total Revenue;
 - \$62K YTD in Gains on Investments; and
 - \$17.1M in Ending Net Assets.
- 1.06.06 A summary of activities and donations received in September totaled \$429,234. Donors included:
- *Children's Board of Hillsborough County*
 - *The Ariel Business Group, Inc.*
 - *All Phase Electric and Maintenance, Inc.*
 - *BayCare Health System*
 - *Cornerstone Lathing, Inc.*
 - *EWI Construction, LLC*

- *Gilbane Building Company*
- *Morrow Steel*
- *Tampa Bay Vertiv*
- *Walbridge Aldinger*
- *Community Foundation of Tampa Bay, Inc.*
- *Unidentified Cash*
- *SPF MGT CO. LLC*
- *Charles Perry Partners, Inc.*
- *Linder Industrial Machinery Company*
- *Wrk Lab Inc*
- *Barnes Trial Group*
- *James F. Perry*

1.07 Faculty, Staff and Student Recognitions

Ashley Carl, Executive Director of Marketing and Public Relations, provided the following faculty, staff and student recognitions:

- 1.07.01 **Dr. Deb Kish Johansen**, Brandon Campus President, was elected to join the Brandon Regional Hospital Board effective January 2022. She also became the newest member of the Alliance for Innovation and Transformation.
- 1.07.02 **Dr. Theresa Lewis**, Brandon Associate Professor of Counseling, was recently elected to the board of the Tampa Hillsborough Action Plan, Inc. (THAP) group. Founded in 1987 by a group of community leaders including the late James a Hammond and the late Dr. Earl Lennard, the THAP group, is a collective of service providers dedicated to offering solutions that build social equity for residents in Southwest Florida. THAP group has assisted more than 12,000 people in improving their life outcomes, expanding their businesses and sustaining affordable medical treatment plans in their service area.
- 1.07.03 **Dr. Kayla Charles**, Director of Enrollment Management Technology & Resources, presented at the ACCT Annual Leadership Conference with colleagues from Cuyahoga Community College in Cleveland. The presentation was titled “Re-engage, Reconnect, Re-enroll: Getting Students Back!” Kayla’s discussion featured HCC’s pioneering work with the GWEN Artificial Intelligence chatbot to return and graduate student stop-outs.
- 1.07.04 Ms. Carl introduced Chuck Tiernan, Sr. Director, LEAP Tampa Bay College Access Network. Mr. Tiernan announced that LEAP was recently recognized as the 2021 Member of the Year Award of Excellence. He thanked HCC for being a founding partner and thanked Dr. Nagy for his leadership with the FUSE scholarship program.

1.07.05 Dr. Atwater introduced Mr. Dylan Carney, Senior Intelligence Services Analyst for Trane Technologies. Mr. Carney presented the College with an award for HCC's commitment to reducing energy intensity in the world. HCC invested \$1.8M in Trane's energy savings program. The initial investment was expected to be "paid back" over a five year-period; however, this return was realized in just 2.5 years and resulted in a savings of over \$2M.

1.08 The Chairman 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 Watkins. After due discussion and consideration, approval was given by aye vote of all members present.

1.09 The President recommended approval of the **September 22, 2021 Board Meeting Minutes**.

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.

2.0 HEARING OF STUDENTS

2.01 The following email from Paula Grey was read into record: *"This is Paula Gray. Our tuition is already expensive, and we are coming out of global pandemic that has rocked everyone's finances in a negative way. This is the last thing we need. I do not agree with the new additional fees."* [A response on behalf of the Board was sent to the student on October 28, 2021].

2.02 The following email from Anthony Gutierrez was read into record: *"It is ridiculous to see the nursing program increase in price when some dental program classes become free. not sure if this minute change is worth the detriment to the nursing students or other students affected."* [A response on behalf of the Board was sent to the student on October 28, 2021].

Trustee Watkins asked if reading emails into record was a special provision for COVID and stated her preference that emails are provided to the Board as they are received. She stated that reading emails aloud could set a precedent and could create issues should we receive a large number of emails or long emails prior to/during a Board meeting. Trustee Diehl agreed with Trustee Watkins. Dr. Atwater stated the College would work with the Trustees to determine how to handle these emails going forward.

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.

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

- 5.02 The President recommended approval of **part-time faculty and staff employment** recommendations for Term 21/SU. Each part-time employee will be compensated in accordance with the Board-approved Salary Schedule.

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

- 5.03 The President recommended acknowledgment of **employment separations**.

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

6.0 EDUCATIONAL PROGRAMS & STUDENT SERVICES

- 6.01 The President recommended approval of the **new courses, course modifications, course deletions, new programs** and **program modifications** to be effective Fall 2022, unless otherwise noted.

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

- 6.02 The President recommended approval of the **new, modified and deleted course fees** and the **new non-course fees** to be effective Fall 2022, unless otherwise noted.

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

Trustee Watkins asked what the original nursing program fees were before the \$516 increase. Dr. Mann advised the cost of original materials and supplies increased. He added that the original total fees were \$1,341 and the new total is \$1,851. Dr. Mann stated that HCC's nursing program is still by far the most affordable in Tampa.

7.0 INSTITUTIONAL SERVICES

8.0 FINANCIAL SERVICES

8.01 Informational Item Only – **July 2021 Financial Statements**

8.02 Informational Item Only – **August 2021 Financial Statements**

9.0 ADMINISTRATIVE REPORT

9.01 The President recommended approval of the **Board Priorities and Initiatives** for 2021-2022.

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.

9.02 Mr. Carney gave a brief presentation on HCC's five-year asset management improvement plan to control district-wide electrical consumption. Trane has standardized and updated controls at all campuses and the Dr. Gwendolyn W. Stephenson District Administration Center.

Trustee Watkins asked if the actual savings was inflation-adjusted. Mr. Carney advised no. Trustee Watkins asked if there were alarms that notify if there's a problem. Mr. Carney advised yes and the equipment is monitored for optimal running parameters.

Trustee Celestan asked if the new facility will be monitored. Mr. Carney advised yes, even with a brand new building, Trane can still fine-tune electrical usage.

Trustee Diehl asked if any adjustments were made for COVID. Mr. Carney advised no, just schedule changes. He added that, in general, a couple of methods were discussed but weren't implemented.

Mr. Al Erdman, Chief Financial Officer, advised HEERF funds were used to replace chillers and air handlers. He added that the College replaced a lot of the older units to improve air quality and are running all units with the highest filtration filters.

10.0 LEGAL REPORT

11.0 HEARING OF BOARD MEMBERS

11.01 President's Contract – Ms. Watkins stated that the presentation of the President's contract was previously postponed. She stated that the President will be on a three-year rolling contract effective October 1, 2021. She added that the biggest change was in retirement benefits. Trustee Watkins and Dr. Atwater have agreed to the new contract which was forwarded to the Board for review.

Trustee Diehl reminded the Board that he still would like to discuss the evaluation weighting before Dr. Atwater's next evaluation.

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.

11.02 Trustee Watkins asked what was happening with declining enrollment. Dr. Atwater stated he would send the trustees an enrollment report. *[This information was sent to the Board under separate cover on November 10, 2021]*. He added that enrollment is down across the country. Dr. Atwater stated that the College only has two revenue sources which are the state and tuition; any decrease in these funds will create challenges with next year's budget.

Trustee Celestan asked for a breakdown by area. He added that he is curious to see if there's a decrease in enrollment that correlates to the demand in the job market, i.e., is the culinary program enrollment down while there is a demand for these positions in the workforce.

Trustee Watkins stated that individual and household income are higher than they've ever been and is not reflective of the economy being bad like it was in 2008.

Trustee Celestan stated that companies are so desperate that they've dropped requirements such as drug testing just to be able to hire workers.

11.03 Dr. Atwater thanked Trustees Patel, Lametto and McCloud for attending the ACCT Annual Congress. Trustee Celestan and Trustee Lametto thanked Tina Heskett, Board Secretary, for coordinating this event.

12.0 ADJOURNMENT

There being no further business, the meeting adjourned at 5:15 p.m.