

**MINUTES**  
**District Board of Trustees**  
**Tallahassee Community College**  
**Tallahassee, FL 32304**  
**February 20, 2012**  
**Board Workshop – 2:30 pm**  
**Business Meeting – Immediately Following**

Chair DeFoor called the District Board of Trustee workshop and business meeting to order at approximately 2:32 pm.

**Members Present:** Chair DeFoor, Trustees Callaway, Callen, Lamb, Moon and Moore.

**Absent:** Trustee Messersmith

**Via phone:** None

**Others Present:** President Jim Murdaugh, Chip Singletary, Tom Cook, Ben Achung, Heidi Kerr, Neisa Logman, David Hendry, Rob Hall, Calandra Stringer, Mike Robeck, Teresa Smith, Barbara Sloan, Robin Johnston, Jerry Schilling, Bonnie Holub, Alice Neid, Jason Buckley, Kate Stewart, E.E. Eunice, Pam MacRae, Carol Easley, Marge Banocy-Payne, Frank Brown, Margaret Wingate, John Chapin, Alice Maxwell, Garreth Euridge, Dale McColskey, Bill Bierbaum, Sheri Rowland, Sally Search, David Wildes, Wilbert Butler, Bobby Jones, Monte Finkelstein, Sharon Jefferson, Renae Tolson, Marilyn Dickey, Bobby Hinson, Vanessa Lawrence, John Norris, Curtis Watkins, Betty Jensen, John Schultz, Eugene Butler III, Steven Cruz, Tyreek Greene, Susan Rimel, Arianna Stertmann, Kelsey Kinnebrew, Chanequa Cargle-Prince, D'Bora Johnson, Clarisa Castaneda, Polina Panicharova, Nils Bjerer, Corinna McCarthy, Cynthia DuPont-Jones, Kim Allen, Peggy Haire, Julia Eggert, Sherri Peschl, Stephanie White, Greg Eastman, Bill Spiers, Tamila Jackson, Seara Ponder, Doug Waddell, Anthony Cabrera, Francis Cabrera, Danzelle Ardoin and Lenda Kling.

**COMMENTS**

**Board Chair** – Chair DeFoor asked everyone to stand for a moment of silence and the pledge of allegiance. He welcomed our newest Trustee, Dr. Donna Callaway, indicating she had previously been on the Board and thanking her for the commitment to come back. He stated she had a long and distinguished record in education, including the State Board of Education and her career at Raa Middle School.

**Board Members** – Trustee Lamb welcomed Trustee Callaway, indicating they were previously coworkers at Bellevue Middle School.

Trustee Callaway stated one of the saddest days of her life was when she previously left our Board, even though she was going on to the State Board. She recognized she was filling the vacancy due to the loss of Bill Hebrock, stating there were big shoes to fill and she was here to serve. She shared that her life was spent doing the best for students and children, indicating during her tenure on the State Board she saw many community colleges and this is the best.

**President** – President Murdaugh welcomed Trustee Callaway back to the Board. He shared that he admired the way she did business and her love for TCC, indicating that he could not be happier that she was on the Board again.



He wished a happy birthday to Trustee Moon. He shared the trip to the Association for Community College Trustees convention in Washington, D.C. was very informative and people commented positively about the attendance of Trustees Callen, Moore and Lamb at the event, indicating his appreciation for them making the time.

## **BOARD WORKSHOP**

### Wakulla Environmental Institute

President Murdaugh indicated the workshop was to get everyone up to speed on the direction we are going. He shared that Dr. Stringer had done a great job on what we were going to see. He introduced Paul Johnson and Bob Ballard, who have been working with us.

Mr. Johnson, a thirty year resident of Wakulla County, a ten year Policy Advisor for three of Florida's Governors, a seventeen year businessman, a Wakulla Chamber Board Member and the owner of Paul Johnson & Associates – an environmental and governmental affairs consulting group. He is very active in ecotourism and conservation throughout Florida and the Big Bend Region.

President Murdaugh indicated he met Mr. Johnson when they took the trip to the E. O. Wilson Biophilia Center. He asked Mr. Johnson, a self-described policy wonk, to work with us because Mr. Johnson's concern was that we understand the responsibilities the State has for Wakulla Springs Park, among others. He has been invaluable to the quality of the dialogue and also making sure we are not doing something that would not be in the best interest of the state.

Bob Ballard served for twelve years as the Florida Department of Environmental Protection Deputy Secretary for Land and Recreation, during which time he oversaw the Florida Park Service, all state land purchases, greenways and trails, geology, coastal and aquatic lands and cabinet affairs. Under his leadership they received two gold medals for Park Service work and one for greenways and trails.

President Murdaugh continued that like Mr. Johnson, Mr. Ballard was previously on the other side of the table when we were approaching DEP about working together. Mr. Ballard was carefully and politely opposed to some of our ideas. Because of this opposition, Mr. Ballard has helped frame some of our thinking about what we are doing in Wakulla County. Our effort in Wakulla County started many years ago and grew out of the environmental area.

Chair DeFoor stated when he returned to this area about twelve years ago, he decided to settle in Wakulla County because it reminded him a lot of the Keys. He and Mr. Johnson previously worked together on the Marine Sanctuary and were successful in making some changes to the hotel developed in the area. Chair DeFoor referenced the assets in the area, such as the underappreciated tarpon fishing and shared that one of the individuals, Joe Barry, was very supportive of our Green Guides program.

E. O. Wilson, conservationist with Harvard University, came to town and pronounced the area between here and Destin one of the five richest biodiversity hotspots in North America. After confirming this fact, Chair DeFoor spoke with former President Bill Law. Although former President Law worked to move forward with the Wakulla Institute, it didn't get much past the idea stage at that time. If we can figure out how to uncork the asset academically, economically and scientifically; we have the capacity for something as big and significant as FPSI.



President Murdaugh indicated a study was conducted by MGT of America in February 2011. The report reviewed relevant demographic, education and economic data. It also presented some challenges to development and identified some programmatic opportunities, indicating the success of the Institute will only be attainable with the engagement of TCC, business and community partners.

Along with expansion of the Green Institute, we may adopt the programs and models of the:

- Institute of Ecotourism in Sedona
- Joseph W. Jones Ecological Research Center
- National Conservation Research Center

Current programs in Wakulla County include:

- Certified Green Guides program
- Tech @ Night
- Manufacturing Essential
- Medical Front Office
- Conversational Spanish
- Home Health Companion
- Community Ambassador Training
- Green Construction
- Solar-Thermal Hot Water fundamentals
- FPERT Testing
- After School Tutoring for k-12 students

Models considered for the Institute include FPSI (1,500 acres with housing, dining and training) and the E.O. Wilson Biophilia Center. The land (approximately 50 acres on Martin Luther King, surrounded on two sides by residents) was donated to the college in July 2010 to develop an educational institute dedicated to understanding and preserving the ecology and environment.

Chair DeFoor indicated the land was originally planned for an Agriculture/Community Center, which was tied up in various discussions and ended up nowhere. He was close to the people involved and Mr. Vause decided to donate the land to us.

President Murdaugh shared the trip to the E.O. Wilson Biophilia Center (located on about 45,000 acres) included TCC administrators, trustees, TCC Foundation members, and workforce and government leaders in Wakulla County. Like FPSI, people are brought to the Biophilia Center with various schools visiting every day. The Center has modern, open and expansive classrooms; a separate museum facility; onsite dining facility but no housing. Their business model was based on Florida Forever funds (which have disappeared) and are in the process of determining how to raise operating funds.

Our model needs to be flipped completely around – we need to get people to Wakulla, but use it as a launching point for adventure, recreational and educational experiences. President Murdaugh indicated based upon articles throughout the state that talked about environmental items, the DEP was considering privatizing some parks. At that time he sent a letter requesting that, before privatization, TCC be considered for taking over Wakulla Springs. This led to a meeting, where Mr. Ballard was opposed to the idea. Since that time, the State has decided to not privatize and we are not moving forward on the request.

TCC's record as a responsible steward for administrative/physical plant activities includes:

- Johnson Control Lighting Project
- Green Lodging Certification
- Forest Plan and Management of FPSI Property
- Member of Sustainable Tallahassee
- Member of the Association for the Advancement of Sustainability in Higher Education
- Founding Member of Education Alliance for Sustainable FL
- Education Partner for National Solar

TCC's record as a responsible steward for education programs includes:

- National Science Foundation Project Grant
- Training partner of the Banner Center for Clean Energy (UCF Florida Solar Energy Center)
- Member of the Sustainability Education and Economic Development Program
- FL Green Academy located at TCC
- Training for Deepwater Horizon Oil Spill Cleanup

President Murdaugh stated as we talk more about the environmental focus in Wakulla County, he believes more people will look at us as a good partner for them. He indicated the Wakulla Environmental Institute can be a world-class destination that combines education, conservation and recreation in an interesting way.

Provost Sloan indicated we would be talking about programs to offer that would be related to environmental studies and parks and recreation. Many of these programs could be offered online, so it would not be limited to the students here nor offered just in Wakulla County.

Dr. Stringer stated the first discipline would be Environmental Science Technology, with a certificate in Water Quality Management. Only one Florida institution currently offers this program. A job for which graduates could qualify is Water and Liquid Waste Treatment Plant Operator, which is one of the fastest growing occupations and on the regional demand occupation list.

We would like to offer AS degrees 75% online in Environmental Science Technology for Water Quality Management and Natural Resource Management. We are looking at field experiences in Wakulla via a live lab at partnerships with public and private companies. Five institutions in Florida offer these programs. Jobs available include Environmental Lab/Science Technician, Environmental Engineering Technician, Environmental Science & Protection Technician and Environmental Compliance Inspection – two of which are in a national high growth industry.

We are looking at offering an AS degree 80% online in Parks and Leisure Services Technology. Only one Florida institution offers this program, for which they acquired some land to simulate a state park for training. Jobs available could include Recreation Worker, Tour Guide and Amusement & Recreations Attendants – of which the later is one of the occupations in Florida gaining the most new jobs.

Another offering could be AS degrees 100% online in Hospitality and Tourism Management for Event Planning Management, Food and Beverage Operations, Guest Services Specialist and Rooms Division Operations. This degree is not transferable to the FSU program, which is housed in their Business School. There are eleven other institutions offering this degree and



various jobs available. Although the jobs are not high wage and have high turnover, an occupation in Florida gaining the most new jobs is Transportation, Tourism and Lodging Attendants.

Others could include a Certificate in Aquaculture Technology and an AS degree in Aquaculture Management, both offered 50% online. Only two other Florida colleges offer these STEM degrees and the courses require significant lab equipment, therefore we would look for some partnerships. Some of the careers include fish farmer, shellfish bed worker, plant breeder, etc., with aquaculture food production the fastest growing industry in the world.

Another offering could be an AS degree in Agribusiness Management offered 75% online and focusing on Forest Operations. One other Florida college offers this program, with careers including Precision Agriculture Technicians and Forest Conservation Technicians.

Invasive Species Management Certificate is another possibility, with the program not currently available in the Florida College System. Whiteville, NC is the only location where this program is currently offered. Invasive Species costs America over \$150 billion annually. Chair DeFoor indicated he could not stress the number of opportunities in this area.

Trustee Callaway asked if we could get results from other colleges where the programs were currently being offered. Things such as how long the programs were in operation, were they successful, output from the programs, etc., indicating it would be an interesting piece to have. Provost Sloan confirmed with Margaret Wingate the data could be obtained.

Chair DeFoor stressed we should get running as quickly as possible on the Invasive Species program. Trustee Moore indicated she thought Game & Fish had this as one of their high priorities and congratulated everyone on the portfolio of program offerings, with much of it online. She stated although new, it appeared almost as a mature program.

Provost Sloan indicated most of these were not offered in the panhandle at all. We hope to take the information to be provided by Paul Johnson & Bob Ballard and put in the spin of ecotourism and environmentalism under the electives. She stated we took the programs available today, but would try to get students credited in many ways and evolve the programs.

Trustee Moon inquired if we would need to deal with SACS. Provost Sloan indicated we would need to do so for each new program, which is a six month process. Although the short certification would not require it, since the plan is to put it right into an AS degree we would probably do it all at once.

President Murdaugh indicated the Board would need to understand and be comfortable with the hybrid approach, which would allow us to market the programs outside our district. This will give us the critical mass in the number of students we need to have a successful program. If we can get to them online, we could market to them throughout Florida and get them here for the live learning labs that will have access to the million acres.

Trustee Callaway stated public education needed to be aware of what we would be doing since this is their preview of what is to come. The resulting jobs would be understandable to many of them, but there will be a huge public relations and education piece. Chair DeFoor indicated as a college we crossed that threshold a long time ago with the students from south Florida.



Dr. Stringer stated our timeline would begin in the Fall Semester of 2013 and spread out the different offerings through the Fall Semester of 2015. She shared this will allow the time needed to work with SACS and for faculty to develop the curricula. Provost Sloan indicated we would have a combination of full-time and part-time faculty.

Dean Brown indicated we have several faculty members who will lead the development of the program. Dr. Pamela MacRae has a degree from Louisiana State in Marine Aquaculture and Biology, Dr. Wilbert Butler has taught the environmental systems course and online, Dr. Robert Lutz brings much into the water quality issue and branches over into geology and Dr. Mabry Gaboardi is a geologist bringing much experience.

Dean Brown shared we would look to fill in any gaps with people from DEP and other state agencies. Chair DeFoor indicated we were in a wonderful place, since many people from DEP were looking to retire but wanted a little something to do. Trustee Moore stated she liked the idea that we would have industry recognize this program and should talk to state agencies about private sector experts and where the jobs are.

Bob Ballard stated this project required education, conservation and recreation. We are looking at the area from the Suwannee River Wilderness Trail, which includes seven state parks, to Panama City. There are over a million acres within this area, a real hotspot since the State of Florida only has twelve million acres much of which is tied up in the Everglades.

Within our backyard, we have the National Reserve, Torreya State Park, Tate's Hell, St. George State Park, Wakulla State Forest, Apalachicola National Forest, St. Mark's National Wildlife Refuge, Wakulla Springs State Park, Marianna Caverns, etc. Preserving this forever in our area will allow us to take our students there to learn.

Paul Johnson thanked President Murdaugh for the introduction, stating he had been involved in environmental programs for a number of years. He recognized one of his first business partners in Wakulla County, Bonnie Holub, with whom he worked on the business plan for the Marine Reserve. That federal program administered by the state brings together education and research into marine coastal properties.

That program bridges the gap among business, recreation and education within a geographical location – which is what we will be doing with the Institute. He stated he was working on a business model that would be effective for the Wakulla Environmental Institute. He has been looking at a career track for the standard environmental programs and green businesses, which have some specific training needs.

Wakulla County and the surrounding areas have natural resources and could offer many ecosystem based activities. People haven't discovered them yet and this will be a part of what we are doing. Bob Ballard stated that having been on the inside with plan management agencies, initially their people have zero training. If TCC could offer training to those people, the Florida Park Service could move forward without having to start from scratch.

Provost Sloan indicated we would start with Advisory Boards that were involved with people who would be hiring individuals for these future jobs. We would share curriculum with them and get their input – while offering externships, internships, field experiences, etc. With jobs being competitive, employers are looking for people who have some training and will stay.



Coastal recreation and tourism are two of Florida's top ocean industries. When the Institute becomes a reality, it will be the only location in the state with coastal and marine assets. The state needs a strong framework to best manage resources to ensure long-term health and economic return. The current number one question to VisitFlorida is "Where are the best biking or hiking trails?"

Trustee Moon asked about the largest obstacle in moving forward. Mr. Johnson indicated from his perspective, it would be the curriculum that would draw the right student. Mr. Ballard stated people are looking for adventure, seeing or doing something they haven't done before. Trustee Callaway stated this program would preserve the uniqueness of a special county.

Chair DeFoor stated that many people in the area believe that public property is a loss to the business community, which could not be further from the truth. Mr. Johnson indicated we would be establishing history here and creating what the area could offer to students and others. He stated it is important to protect the state lands, which were purchased for conservation and recreation.

Chair DeFoor stressed that we must be very careful stewards of the land and take our responsibility very seriously. Mr. Johnson indicated we want visitors to the area to have a wonderful time and come back, but we must create a caring capacity upon which the environment could be maintained and sustainable.

President Murdaugh indicated our next step will be to bring back the program and associated fees to the Board for approval. He indicated he would be meeting with the Friends of Wakulla Springs next week and would share this information with them.

### **BUSINESS MEETING**

Chair DeFoor called the Board meeting to order at approximately 4:10 pm.

### **COMMENTS**

**Chair** – None

**Board Members** – None

**President** – None

### **APPROVAL OF MINUTES**

Chair DeFoor asked if there were any comments and requested a motion to approve the minutes of the January 17, 2012 Workshop and Board Meeting.

**MOTION:** Trustee Lamb

**SECOND:** Trustee Callen

Motion passed unanimously.

### **INFORMATION AND NEWS ITEMS**

Alice Maxwell indicated we had a stellar month in the media and introduced news clips including the Board approval for a STEM Center of Excellence, Arbor Day celebration with the planting of a magnolia tree, Corrections Graduates at FPSI, US Secretary of Education Arne Duncan visit about the investment of workforce development and the cost of college, and the first pitch by President Murdaugh. The entire town hall meeting is on our website and Comcast channel 22.

## **UNFINISHED BUSINESS**

None

## **PUBLIC COMMENT OR PRESENTATIONS**

President Murdaugh introduced the International Student Group that won first place at the recent Florida International Leadership Conference. Betty Jensen indicated the conference brings together, within Florida, the State and Community College international students and students who have studied abroad. The students get together for leadership training, exchange of ideas, challenge themselves and network with other students.

Part of the competition is for school pride, called Poster Competition. The students presented a picture which showed they put together books representing each area of TCC. Each of the students introduced themselves, sharing what they learned from the experience and their role in the 3D Poster Competition.

President Murdaugh introduced John Schultz and the Forensics Team, who presented the sixth consecutive two-year state title award to the President. He stated they went to eastern Michigan where they encountered new competition, several universities, won the tournament and outscored the rest of the state combined. He shared they are successful because of the collaboration on campus; such as Dean Banocy-Payne, Robin Johnston and Doug Waddell.

Trustee Callen indicated their presentations in the past have always been done well. The students introduced themselves, indicating this program is the perfect platform to move forward and succeed. Eugene Butler III indicated the support from TCC was uncommon among their competitors and they were very grateful for everything we allow them to do. Several of the students indicated it provided them with confidence and direction, sharing they get along well.

## **NEW BUSINESS**

Trustee Moon requested we listen to the personnel action appeal next.

### **Personnel Action Appeal (Action)**

President Murdaugh indicated the precedent was to allow ten minutes to Ms. Dupont-Jones and that Ms. Renae Tolson has historically been the timekeeper on behalf of the Board. He indicated he recommended consistency, if that pleased the Board.

The motion was to proceed with the consistency previously used by the Board.

**MOTION:** Trustee Lamb

**SECOND:** Trustee Moon

Motion passed unanimously.

Chair DeFoor confirmed with Ms. Dupont-Jones the format had been previously shared with her and that she could confine herself within that context. President Murdaugh indicated each of the Trustees had a package about the agenda action with salient facts and his recommendation. Ms. Dupont-Jones provided information to each person at the Board table.

Ms. Dupont-Jones indicated she was an honor graduate from FSU, with a major in accounting and completed a masters program at FAMU in educational leadership. She stated she had worked thirty-one and a half years as a State of Florida professional, starting as an auditor and was an athletic administrator for seventeen years. She was the Academy Business Manager for



eight and a half years, working long hours pioneering the development and implementation of many processes and procedures.

She indicated the support of Dr. Murdaugh for her first seven years at the Academy grew and she was allowed to hire additional staffing to ensure separation of duties and proper internal controls. This, along with her other positions, was done with excellence and integrity. She stated Dr. Murdaugh so recognized her abilities that he championed a desk audit on her position, which resulted in an increase of seven pay grades.

She shared that on October 20<sup>th</sup> as the Supervisor of the Academy Business Office, she attempted to reassign a staff employee from cashier detail back to desk duty. The employee being unhappy with the reassignment contacted Mr. Eunice, who overturned the decision. She stated this information was provided to her from another staff member since Mr. Eunice was not on the premises.

Ms. Dupont-Jones stated she complied and the staff member worked the cashier detail. She indicated that afternoon she was forced to participate in a very hostile counseling session with Mr. Eunice, where he voiced his concern about the incident being an act of insubordination on her part. During the session she stated she was only attempting to reassign a staff member.

She feels her release from the Academy was an act of retaliation. She filed a complaint against Mr. Eunice to Ms. Tolson on October 24<sup>th</sup> and the following day she was terminated. She stated she was contacted by Ms. Tolson after termination to meet with Mr. Mabile to discuss the complaint she had filed.

She stated she was falsely accused of violence in the workplace and that she did not injure the employee on October 20<sup>th</sup> by allegedly throwing a cash box. Prior to the dismissal, she stated she was not given any semblance of due process. Per Policy 06-15, she indicated due process is defined as evidence of the reasons for the action and an opportunity to refute the charges before dismissal – stating this did not happen in her case.

She continued that on her dismissal day she requested copies of the evidence, but was informed the documents were being compiled. The documents were mailed to her six weeks after dismissal and she was not aware of the incident alleged by the employee until the actual dismissal meeting. She said she was not asked anything about the alleged incident and stated the alleged act of violence was not reported until 24 hours after the alleged incident.

She feels she should have been at step 4 of the process to meet with the President, although she was advised to start at step 3 with Dr. Smith. On meeting with Dr. Murdaugh, she indicated she thought she was being set up and thought her personal Comcast email account was being monitored by TCC after her dismissal. She stated she thought this was being done to build a retaliation case against her.

She indicated she shared the inconsistencies in witness statements and was a victim of selected employee penalization. A couple of years ago there was a violent act at the Academy between two employees, although there was blood drawn the employees were provided due process, were properly disciplined and allowed to retain their jobs.

She stated the documents were intentionally backdated to appear she was aware of the incident and have been fabricated to appear she would intentionally harm a coworker. She said Mr.



Eunice elected to counsel her instead of dealing with supposed workplace violence earlier on the same day. She feels her dismissal is clearly retaliation for filing a claim against her boss and wish to be re-instated in this position.

Chair DeFoor asked if there were questions of Ms. Dupont-Jones, without response. He asked who would speak for the respondent. Mr. Mabile indicated the President had provided information, which was the College position at this time.

Trustee Moore asked the Board of Trustees to affirm the decision to terminate Ms. Cynthia Dupont-Jones employment from the College.

**MOTION:** Trustee Moore

**SECOND:** Trustee Lamb

Motion passed unanimously.

### **Approval of Consent Agenda**

Chair DeFoor asked if there were any comments or requests for the Consent Agenda.

**MOTION:** Trustee Lamb

**SECOND:** Trustee Moon

Motion passed unanimously.

### **Academic Affairs**

#### Academic Calendar for the 2012-2013 Academic Year – Change (Action)

President Murdaugh indicated the request was to remove the Wednesday before Thanksgiving as a class day. Trustee Callaway inquired if it was also a day off for the administrators and staff. Provost Sloan stated it was not – indicating at this point it remains a workday.

This request is that the Board approve the change to the 2012-2013 academic calendar.

**MOTION:** Trustee Callaway

**SECOND:** Trustee Lamb

Motion passed unanimously.

#### Academic Calendar 2013-14 (Action)

Provost Sloan shared FSU was considering moving the Spring Break dates. Should they do so we would change our dates, since many of our students are transient students between FSU and TCC. More importantly many of the FSU and TCC students share housing, so when the FSU students leave – the TCC students tend to leave with them, although we have tried previously not to match 100%.

We are struggling some, since FSU decided to take a half day before homecoming and we have not done that. They are able to do that, since they count Saturday morning as a half class day. While that is legitimate, it does not solve the problem of the number of days for Monday/Wednesday classes vs. Tuesday/Thursday classes. Nationally there is a move toward recognizing web instruction and support, blended classes and distance learning.

This request is that the Board approve the 2013-2014 academic calendar.

**MOTION:** Trustee Moon

**SECOND:** Trustee Callen

Motion passed unanimously.



## **Administrative Services**

### Construction Status Report (Information)

David Wildes indicated the items were mostly infrastructure projects and safety corrections. Chair DeFoor inquired about the status of the ReEntry Center, with Mr. Wildes indicating they were moving forward. President Murdaugh stated they were planning to open the facility in October of this year.

E.E. Eunice shared they are on schedule, with the exception of the rain over the weekend. They finished the entry road and will start the overlay of the existing road within the next three weeks. Trustee Moon confirmed the road was going all the way through the facility.

### Fund Analysis – January 2012 (Information)

President Murdaugh stated this is our monthly report and he would be happy to entertain any questions.

### Annual SREF Update – February 2012 (Information)

President Murdaugh shared Mr. Wildes has worked with Gadsden to address the inefficiencies and we are now down to two items.

### Construction Manager Services – RFP 2012-05 (Action)

President Murdaugh stated this requires board approval. Mr. Wildes shared the college accomplishes construction projects via pre-qualified general contractors for projects \$1-5 million and via construction managers for projects under \$1 million, indicating those processes are going concurrent at this time. There is a change from previous years, since board action is required to start the general contractor prequalification project but not the construction manager project.

We advertised for construction managers, receiving fifteen responses all from the local tri-county area. A committee reviewed the responses under the same criteria as general contractors, looking carefully at corporate structure, key personnel, financial condition, legal claims against them, bonding and insurance considerations.

He indicated the preferred listing were those firms with excellent scores. The next group was listed as qualified with the last group noted as limited. He stated that as in previous years, the plan was to rotate projects as they arise throughout the group. Trustee Callen inquired about the ranking within the groups, with Mr. Wildes stating the preferred group all had perfect scores. Chair DeFoor inquired about a local preference and was informed it added points.

This request is for the Board to approve the recommended ranking of Construction Managers as presented above.

**MOTION:** Trustee Lamb

**SECOND:** Trustee Moore

Motion passed unanimously.

## **TCC Foundation**

### TCC Foundation Update (Information)

VP Johnston indicated he would address any questions to the report, indicating several members were affirmed to the Foundation Board at the end of January.



Memoranda of Understanding Between TCC and its Direct Support Organizations (Action)  
President Murdaugh indicated this was brought about by change enacted by the Southern Association of Colleges and Schools.

This request is for the Board to approve the Memoranda of Understanding and authorize its execution by the Board Chair and the College President.

**MOTION:** Trustee Moore

**SECOND:** Trustee Lamb

Motion passed unanimously.

### **Workforce Development**

Amendments for Affiliation Agreements – Allied Health and Pharmacy Technician (Action)

President Murdaugh stated these are other agreements, specifically to support our Monitor Technician Program.

This request is that the Board authorize the President to enter into these amendments to the affiliate agreements.

**MOTION:** Trustee Moon

**SECOND:** Trustee Callen

Motion passed unanimously.

### **PRESIDENT'S REPORT**

President Murdaugh shared that immediately after this meeting there would be a small reception in Room 242 to honor the re-appointment of Trustee Moore and celebrate the appointment of Trustee Callaway.

### **NEXT MEETING DATE**

Monday, March 19, 2012

Location: Florida Public Safety Institute

### **ADJOURNMENT**

Meeting adjourned at approximately 5:05 pm.

Minutes approved at regular meeting of the District Board of Trustees on March 19, 2012.

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**Allison DeFoor**  
Chair

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**Jim Murdaugh, Ph.D.**  
President