

MINUTES
District Board of Trustees
Tallahassee Community College
444 Appleyard Drive
Tallahassee, FL 32304
Monday, October 24, 2016
2:30 pm - Business Meeting

The October 2016 District Board of Trustees meeting was called to order by Chair Pople at approximately 2:30 p.m.

Members Present: Chair Pople, Trustees Callaway, Kilpatrick, Lamb, Messersmith, Moore, and Vaughn.

Absent: None

Via phone: None

Others Present: President Murdaugh, Lenda Kling, Anthony Jones, Stephanie Solomon, Alice Maxwell, Gerald Lacey, Rob Fleischmann, Matt Hansard, John Kirk, B. Jensen, Kasey Martinborough, Subash Panta, Ahmed Nadeem, Jorge Trujillo, Li P. Pon, Cheri Rainey, Russ Rainey, Frank Mix, Craig Knox, Ginny Wagner, Don Herr, Bill Bierbaum, Finley Cook, Donna Cook, Bill Spiers, Ashley Lacey, Calandra Stringer, Lei Wang, E.E. Eunice, Amy Bradbury, Bob Ballard, Heather Mitchell, Mike Coleman, Jennifer Barr, Sunny Phillips, Kim Moore, Diana Firth, Micah Howell, Audrey Mathews, Sandy Martin, Barbara Wills, Chris Summers, Sheri Rowland, Tracy Woodard Meyers, Danny James, Deborah Robinson, M. Dames, Summer Washington, Rob Hall, Scott Balog, Justin Adams, Carmy Greenwood, Dustin Frost and Patrick McDermott.

COMMENTS

Board Chair – Chair Pople welcomed everyone, asking all to stand for a moment of silence and the pledge of allegiance. He shared some historical information about our pledge.

Board Members – Trustee Callaway stated she attended some of the seminar at the Florida Public Safety Institute (FPSI) titled “Men & Women of Courage – Training to Win”, asking Director Eunice to share some information. Director Eunice provided some basic information about hosting the event with various training opportunities for the approximate three hundred fifty (350) attendees from the southeast area.

Trustee Moore acknowledged the awarding of scholarships ceremony, indicating it is magical to watch the students and their proud families as they receive their scholarships. She stated many of the recipients shared they were dependent upon this to attend college and many of the donors were present to see some of the students they are helping.

Trustee Kilpatrick echoed the comments, thanking VP Mitchell and her team. He indicated he spoke with very appreciative students and the funds are well spent. He said the longer he is here, the more he learns about all the things in which TCC is involved – thanking the President for the opportunity to participate in the Dining in the Dark event for the Lighthouse of the Big Bend. He shared this event supports the blind community in our eleven (11) county area.

President – President Murdaugh had no comments at this time.

APPROVAL OF MINUTES

Chair Pople asked if there were any comments and requested a motion to approve the September 19, 2016 Board Minutes.

MOTION: Trustee Moore
SECOND: Trustee Lamb
Motion passed unanimously.

INFORMATION AND NEWS ITEMS

Director Maxwell shared that earlier this month we launched a new website and introduced video clips about the fiftieth (50th) year anniversary celebration; Pat Thomas Law Enforcement (PTLE) basic recruit graduation; basic marine navigation course for law enforcement; Wakulla Environmental Institute (WEI) Green Guide instructors; backpack to briefcase job readiness workshop series for students with disabilities; Birthday, Brews & BBQ celebration; TCC Hall of Fame Honors celebration; and National Manufacturing Day.

UNFINISHED BUSINESS

None

PRESENTATIONS

Dr. Murdaugh apologized for the missed acknowledgement of Trustee Messersmith's birthday, which occurred October 5th, and announced Trustee Moore's birthday is on November 19th.

VP Mitchell introduced Sunny Phillips, sharing information about her government background and indicating she started her career in education. Ms. Phillips said she taught at many levels, including a grant writing course at Tallahassee Community College (TCC). She stated she endowed a scholarship for high school students to attend a vocational school or community college in a program that will earn at least minimum wage. She indicated through her association with the Capital Women's Network; they have endowed a scholarship for a woman, who has been out of school for a minimum of five (5) years, to return to school.

VP Mitchell recognized Finley and Donna Cook, who are investing in a classroom renovation. She indicated Mr. Cook attended TCC then went to FSU for a finance degree, sharing a list of projects they have been involved in on our campuses. Mr. Cook thanked everyone, indicating it feels good to give back to the college that helped him get started.

VP Mitchell introduced Drs. Russ and Cheri Rainey, stating they are supporting the renovation of a foreign language classroom. Dr. Russ Rainey shared their story of bringing international students into their home and to TCC for education. He indicated, with the support they received from Ms. Betty Jensen, the students learned how to go to school in America and graduated.

VP Mitchell thanked Ms. Jensen for approaching The Forum, who has been sponsoring international student housing for the past three (3) years and will be sponsoring four (4) international students this year. Ms. Diana Firth, from The Forum, indicated they have learned a lot about the challenges of international students and are happy to provide support.

President Murdaugh stated Mr. Gerald Lacey and his daughter, Ashley, are here to share their story. Rob Fleischmann indicated Mr. Lacey is a scholarship student in the Honors Program. Mr. Lacey said every adversity and failure carries with it an equal or greater benefit. He shared that five (5) years ago he was homeless and being here today is nothing short of a miracle.

He stated Ashley recently graduated from FAMU; with his youngest daughter, DeBrea, currently attending FAMU. He said he thought college for him was out of reach, thanking the TCC family and especially Dr. Cathryn Meyer for recommending him to the honors program. He indicated he has felt nothing but love here and the resources we provide are outstanding.

Ms. Ashley Lacey said she attended TCC, and then transferred to FAMU – stating she just graduated with a bachelor’s degree in health sciences. She indicated she is happy and proud of her father, because she has seen his struggle. She thanked everyone for letting them share their story.

NEW BUSINESS

Approval of Consent Agenda

Chair People asked if there were any questions, with none received.

MOTION: Trustee Messersmith

SECOND: Trustee Moore

Motion passed unanimously.

TCC Foundation

TCC Naming Opportunity – Garden area surrounding the flag pole (Action)

VP Mitchell said Lou Hill, Sr., while serving on the Leon County School Board, made the motion to establish a community college. She stated his family made a significant gift to the campaign.

This request is for the Board to approve the naming of the garden area surrounding the flag pole as presented.

MOTION: Trustee Kilpatrick

SECOND: Trustee Lamb

Motion passed unanimously.

TCC Naming Opportunity – Student Union (Action)

VP Mitchell shared two (2) families came together and also made a significant donation

This request is for the Board to approve the naming of the Student Union entrance facing the library as presented.

MOTION: Trustee Moore

SECOND: Trustee Vaughn

Motion passed unanimously.

TCC Foundation Update (Information)

VP Mitchell stated we have sold twenty-four (24) classrooms out of the fifty (50) originally proposed. She said, with Trustee Moore as Chair of the campaign, we are currently at eight million one hundred thousand dollars (\$8,100,000). She indicated she would really like the Trustees to attend the December 1st celebrations, sharing the Foundation will announce the campaign final total in the morning and have a huge celebration that evening.

Administrative Services

Fund Analysis - September (Information)

Chair People asked if there were any questions, with none received.

Construction Status Report (Information)

Chair Pope asked if there were any questions, with none received.

2016-2017 Salary Schedule (Action)

VP Wills provided a general overview of the documents, indicating this update includes some requirements. She stated the faculty section is removed temporarily, pending negotiations.

Trustee Messersmith referenced the periodic salary supplement paragraph on page six (6) of the marked up copy, indicating this reads in such a way that it could mean a bonus – although bonuses have been outlawed. VP Wills said this language was added to allow us to give a one-time supplement for a specific purpose, as done previously. Trustee Messersmith inquired if the previous payment was a bonus, with VP Wills indicating it was not treated as a bonus.

HR Director Mathews said records indicate it was not considered a bonus, but additional funds for a specific task/function. President Murdaugh stated the word supplement causes him some confusion, which he feels seems to imply an ongoing basis – asking if there was a different word that was more accurately descriptive. Director Mathews said it is not a significant change and they are open to making any edits, as recommended by the Board,

Trustee Messersmith said he could see a possible need for this language, but for legal reasons felt the wording could be modified. VP Wills asked Director Mathews if the solution might be to modify the existing language under temporary assignments. President Murdaugh stated he thinks of added duties and responsibilities when he hears supplement, which is only in someone's salary for a specific period and then expires – not a one-time payment.

Director Mathews indicated this speaks to the language on page twelve (12) of the mark-up, which has language about temporary assignments. President Murdaugh said maybe we should delete the periodic salary supplement paragraph on page six (6) of the mark-up, although no other language will be eliminated.

This request is to remove the periodic salary supplement paragraph, as stated above.

MOTION: Trustee Messersmith

SECOND: Trustee Kilpatrick

Motion passed unanimously

This request is for the Board to approve the 2016-2017 Salary Schedule, as amended by the change passed above.

MOTION: Trustee Lamb

SECOND: Trustee Moore

Motion passed unanimously

Amended and Restated Bargain Sale Agreement (Action)

VP Wills shared we brought this back as a follow-up to amend the Bargain Sale Agreement for the Advanced Manufacturing Training Center with 3954 Pensacola Partnership and TCC to include the TCC Foundation.

This request is that the Board approve the Amended and Restated Bargain Sale Agreement.

MOTION: Trustee Messersmith

SECOND: Trustee Moore

Motion passed unanimously.

Change to Policy 11-09 – Selection of Professional Services (Action)

Chair Pople said this policy change is being made to conform with Florida Statutes. Trustee Messersmith indicated he had no problem with it, but wondered why we were striking the language about the estimated project costs. VP Wills said the dollar thresholds are set in statute, so what we are changing is the process we use to select and then bring to the Board.

President Murdaugh shared that by taking out the dollar amounts (if the amounts should change in the Statute) the policy remains because we adhere to the Statute.

This request is for the Board to approve updates to the College policy as presented.

MOTION: Trustee Moore

SECOND: Trustee Lamb

Motion passed unanimously.

Pre-Qualification of General Contractors (Action)

Chair Pople stated there are fifteen (15) general contractors listed and asked if there were any questions, with none received.

This request is for the Board to approve the recommended list of pre-qualified general contractors for the period of November 1, 2016 to October 31, 2017.

MOTION: Trustee Lamb

SECOND: Trustee Moore

Motion passed unanimously.

TCC Direct Support Organization Audit Reports: Florida Public Safety Institution and TCC Foundation (Information)

Chair Pople asked if there were any questions. President Murdaugh indicated Matt Hansard and his colleague, who were responsible for the audit, are here if there are any questions.

Center for Workforce Development

Establishing Lab Fees for a New Program (Action)

Chair Pople shared this is a lab fee item for our new truck driving training. Trustee Moore asked if this lab fee was consistent with the process we looked at before, with President Murdaugh indicating this is not a change but a new lab fee associated with a new course. He stated he does not believe it runs afoul of any instruction we have received.

Trustee Messersmith asked if there was a possibility of a scholarship for this program.

President Murdaugh stated CareerSource Capitol Region recently increased the amount of dollars they will put toward a program, indicating they have been a great partner and plan to help us get students. He shared the Foundation has already been working on this issue. VP Moore shared we have also found multiple other resources for funding.

This request is that the Board approves the lab fee for the specified course for the remainder of the academic year.

MOTION: Trustee Kilpatrick

SECOND: Trustee Vaughn

Motion passed, with Trustee Moore voting opposed.

PUBLIC COMMENT

None.

WORKSHOP

Chair Pople said in lieu of a workshop, the Board of Trustees will go into executive session to discuss collective bargaining.

PRESIDENT’S REPORT

President Murdaugh indicated we need to confirm Board of Trustee representation on the TCC Foundation Board as the Vice-Chair and an additional Trustee appointed by the Chair. VP Mitchell mentioned that for the past couple of years it has been the Chair and Vice-Chair of the Board of Trustees serving on the TCC Foundation Board.

Chair Pople asked if we are showing Trustee Vaughn on the Board, with VP Mitchell responding Trustee Vaughn is a member of the Foundation Board, but not as a TCC Board of Trustee.

President Murdaugh shared with the Board a list of upcoming activities. He indicated that at the next Board meeting, we will have a workshop about grants.

NEXT MEETING DATE

Monday, November 21, 2016 Location: **Main Campus**

ADJOURNMENT

Meeting adjourned at approximately 3:43 p.m.

Minutes approved at the regular meeting of the District Board of Trustees on November 21, 2016.

Randy Pople
Chair

Jim Murdaugh, Ph.D.
President