

**Minutes  
District Board of Trustees  
Tallahassee Community College  
444 Appleyard Drive  
Tallahassee, FL 32304  
Tuesday, June 21, 2022  
Business Meeting & Workshop – 2:30 p.m.**

The June 2022 District Board of Trustees meeting was called to order by Chair Grant at approximately 2:28 p.m.

**Members Present:** Chair Grant, Trustee Messersmith, Moore, Lamb, Ward

**Absent:** Trustee Stevens

**Via Phone/Zoom:** Trustee Kilpatrick

**Others Present:** President Murdaugh, Candice Grause, Shelby Bishop, Bret Ingerman, Craig Knox, Lei Wang, Heather Mitchell, Calandra Stringer, Amanda Clements, Suzi Baugh, Kalynda Holton, Amy Bradbury, Wesley Hardin, Bobby Jones, Glenn Alston, Gerald Jones, Anthony Jones, Nyla Davis, Bill Spiers, Melinda Rodgers, Gregory Williams, Sheri Rowland, Angela Long, Tarah Jeans, Barbara Wills, Julie Baroody, Joey Walter

**COMMENTS**

- i. Board Chair – Chair Grant called the meeting to order followed by a moment of silence and the pledge. Chair Grant congratulated Theatre TCC. He stated that this is the first time in the college's history that two productions received "Superior" ratings from the Florida College System Activities Association (FCSAA) within the same season. Chair Grant also mentioned how proud he is of the TCC nursing program. It was named one of the Top 10 Best Associate Degree in Nursing (AON) Programs in the Southeast for 2022 by NursingProcess.org.
- ii. Board Members – Trustee Messersmith mentioned the construction projects, and how great it was to see the upgrades to the campus. Chair Grant agreed and added that when you invest in the infrastructure it makes a difference and then reflected on the remodel of the baseball stadium and dugouts. Trustee Moore congratulated VP Grause on the transition of the Communication & Marketing team. Trustee Lamb spoke of how he had the opportunity to visit Florida Public Safety Institute (FPSI), and witnessed a safety exercise with the Chamber and law enforcement from Gadsden and Leon Counties. Trustee Lamb mentioned how impressed he was with the program and Executive Director Steve Outlaw. Trustee Ward wanted to reiterate Trustee Moore's remarks regarding VP Grause and her team on keeping the social media up to par. VP Grause responded giving credit to her team. Trustee Ward then said, "every team needs a good coach." Trustee Kilpatrick thanked the Board for the opportunity to be able to dial into the DBOT meeting from afar.



### **Tom & Sandy Delopez**

Donation: \$10,000 - Scholarships

Tom & Sandy set up two scholarships for athletes. Five scholarships will be presented to baseball players, and five will be presented to women basketball players.

### **Bill Webb & Bob Webb**

Brigadier General Bill Webb and his wife Montse (Parents of Cynthia) and Joanne & Robert Webb (aunt and uncle).

Donation: \$25,000 - for an RN Nursing Scholarship to honor their daughter Cynthia Webb Deshazo Wingfield, who passed away this past spring. She was a nurse.

VP Mitchell reminded the Board of the upcoming Rock the Roost event, to be held July 23, 2022, TCC will welcome country music stars Luke Bryan and Riley Green to campus for the first annual Rock the Roost outdoor concert. They will be joined by three other acts, including Tallahassee's own "Tobacco Road Band". It will be a full day of music, food, drinks, and fun!

### **NEW BUSINESS**

None.

#### ***Approval of Consent Agenda***

3. Human Resource Report  
Approve the report as presented.
4. Attorney Invoices – Bryant Miller Oliver (April and May 2022)  
Approve payment of invoices as presented.
5. Sponsored Programs – Provider  
Approve the funding for the awards and contracts as presented.
6. Architect Invoices  
Approve the payment of architectural invoices as presented.  
**MOTION:** Trustee Messersmith                      **SECOND:** Trustee Moore  
Motion passed unanimously.

#### ***TCC Foundation***

7. TCC Foundation Update  
Presented as an information item only.
8. TCC – Gift Acceptance  
Accept the gift as presented.  
**MOTION:** Trustee Moore                                      **SECOND:** Trustee Ward  
Motion passed unanimously.

#### ***Academic Affairs***

9. Annual, Continuing, and Post Award Contract Recommendations  
Approve the recommendations for annual, continuing, and post award contracts in the attached list.  
**MOTION:** Trustee Messersmith                                      **SECOND:** Trustee Ward  
Motion passed unanimously.

10. Academic Curriculum Changes

Approve the recommendation for the program revisions, new courses, and course deletions as attached.

**MOTION:** Trustee Lamb

**SECOND:** Trustee Moore

Motion passed unanimously

**Administrative Services**

11. Construction Status Report

Presented as an information item only.

12. Fund Analysis – May

Presented as an information item only.

13. Capital Improvement Plan (CIP) 2023-24 through 2025-2026

Approve the 2023-24 through 2025-26 CIP, as summarized on the attached CIP-2 form.

**MOTION:** Trustee Messersmith

**SECOND:** Trustee Moore

Motion passed unanimously.

14. Bookstore Services Agreement

Approve the College to enter into an agreement with Follett for bookstore services.

**MOTION:** Trustee Lamb

**SECOND:** Trustee Moore

Motion passed unanimously.

15. Baking Services Agreement

Approve a temporary extension of the current Wells Fargo Banking services agreement for a period not to exceed six (6) months.

**MOTION:** Trustee Messersmith

**SECOND:** Trustee Ward

Motion passed unanimously.

16. Changes to Salary Schedule

Approve updates to the 2022 – 2023 Salary Schedule as presented

**MOTION:** Trustee Moore

**SECOND:** Trustee Lamb

Motion passed unanimously.

17. College Operating Budget Amendment for FY 2021-22

Approve the College's FY 2021-22 Operating Budget Amendment

**MOTION:** Trustee Moore

**SECOND:** Trustee Lamb

Motion passed unanimously.

18. College Operating Budget for FY 2022-23

Approve the College's FY 2022-23 Operating Budget

President Murdaugh highlighted the Priorities and Goals for the 2022-23 Budget:

- No tuition increases for the 11<sup>th</sup> straight year
- Provide a 5% pay raise, and the minimum pay of \$15 per hour (whichever is greater), for all regular established positions
- Implement a new, more sustainable cost-sharing insurance model, which will begin with the new benefits year on January 1
- Increase adjunct instructor pay rates
- Double the number of nursing faculty in order to double the number of students in the nursing program
- Provide more robust professional development opportunities

Trustee Lamb mentioned that he wanted to comment on what the President and the team had accomplished with regard to the nursing program, and how this program is really going to help the community. Trustee Lamb went on to say the entire budget was great! Trustee Moore wanted to recognize all the accomplishments of the faculty.

Trustee Moore then asked to make a statement regarding President Murdaugh, and the fact that in his entire presidency he had refused any pay raise unless the entire faculty and staff received a pay increase. Trustee Moore asked the board to consider a change in the President's pay such that the President would receive the same 5% amount as all other employees this year.

**MOTION:** Trustee Messersmith                      **SECOND:** Trustee Moore

Motion passed unanimously.

19. Use of College Personnel and Facilities

Approve the use of College resources for Foundation DSO activities as presented.

**MOTION:** Trustees Messersmith                      **SECOND:** Trustee Ward

Motion passed unanimously.

20. RFQ 2022-05 Award Recommendation

Approve the recommended construction manager at risk, Rippee Construction, Inc., for the TCC Ghazvini Center for Healthcare Education Patio Solar Panel System project.

**MOTION:** Trustee Messersmith                      **SECOND:** Trustee Lamb

Motion passed unanimously.

21. Accounts Receivable Write-Off

Authorize write-off of accounts receivables.

The President asked VP Wills to explain the accounts receivables write-off. VP Wills highlighted the two categories, one is student accounts receivables and the second is Contracts and third-party accounts receivables. Chair Grant asked about the dollars and time fame. Trustee Messersmith asked if students with outstanding debt would be allowed back at TCC. VP Wills said TCC will work with them.

**MOTION:** Trustee Moore                                      **SECOND:** Trustee Lamb

Motion passed unanimously.

***Information Technology***

22. Information Technology Plan for 2022-23.

Approve the Information Technology Plan for FY 2022-23

VP Ingerman gave highlights on the IT plan and shared that his team is building a Chatbot for TCC.

**MOTION:** Trustee Lamb                                      **SECOND:** Trustee Moore

Motion passed unanimously.

23. 2022 – 2023 Schedule of Business Meetings and Workshops

Approve the schedule as presented.

**MOTION:** Trustee Lamb                                      **SECOND:** Trustee Messersmith

Motion passed unanimously

## **PUBLIC COMMENT**

None.

## **WORKSHOP**

None.

## **PRESIDENT'S REPORT**

President Murdaugh thanked the DBOT for approving the budget on behalf of all men, women, and students at TCC. President Murdaugh then reminded the DBOT that they would be receiving their self-evaluation as a Board. Trustee Ward asked where are we on the STEM school? The President updated the DBOT and told them certain things have to be in place, and DOE was working on the rule changes but we are not there yet. The school will not open now until August of 2023.

## **NEXT MEETING DATE**

August 15, 2022

Location: **Main Campus**

## **ADJOURNMENT**

Chair Grant meeting adjourned at 3:43 p.m.

Minutes approved at the regular meeting of the District Board of Trustees on June 21, 2022.

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W. Eric Grant  
Chair

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Jim Murdaugh, PH. D  
President