

**Minutes**  
**District Board of Trustees**  
**Tallahassee Community College**  
**Hinson Administration Building**  
**444 Appleyard Drive**  
**Tallahassee, FL 32304**  
**Tuesday, June 20, 2023**  
**Business Meeting and Workshop – 2:30 PM**

On June 20, 2023, the Tallahassee Community College District Board of Trustees meeting was called to order by Chair Eugene Lamb at 2:30 p.m.

**Members Present:** Chair Eugene Lamb, Vice Chair Jonathan Kilpatrick, Trustees Frank Messersmith, Monte Stevens.

**Absent:** Trustee Charlie Ward

Zoom: Trustee Karen Moore – Unable to attend due to extraordinary circumstances.

**Others Present:** President Jim Murdaugh, Candice Grause, Bobby Jones, Barbara Wills, Anthony Jones, Craig Knox, Lei Wang, Nyla Davis, Bryan Hooper, Janet Hartman, Kim Moore, Rob Hall, Suzi Baugh, Calandra Stringer, Bill Spiers, Ross Brooks, Amanda Clements, Dustin Frost, Mike Robeck, Brendie Hawkins, Renae Tolson, Chuck Moore, Sheri Rowland, Sila Lott, Tiffany Echoles, Justyn Thomas, Alison Fleischmann, Angela Long, and Trevoris McDaniel.

### **CALL TO ORDER**

Chair Lamb asked everyone to stand for a moment of silence and the Pledge of Allegiance.

### **COMMENTS**

i. Board Chair Lamb announced that Kim Moore is leaving TCC and wished her well.

ii. Board Members: Trustee Moore recognized the splendid work that Dr. Kim Moore has done in her time at TCC. She shared that Dr. Murdaugh has been recognized by the other twenty-seven Florida College System presidents for the work he has done for the Association of Florida Colleges.

iii. President Jim Murdaugh invited Dr. Kimberly Moore to comment on her departure from the College. Dr. Moore spoke about her amazing journey with Tallahassee Community College and what it meant to her. Dr. Murdaugh mentioned that TCC held its first Electrical Apprenticeship Program graduation ceremony on May 24

and one gentleman in the program had perfect attendance for four years. He attended the State University System and Florida College System Summit with Commissioner Manny Diaz and Chancellor Raymond Rodrigues. Associate Vice President Anthony Jones also attended the Commissioner's Summit for Acceleration Access to Dual Enrollment. He thanked Chair Lamb and Vice Chair Kilpatrick for attending the City Commission of Tallahassee board meeting where Commissioner Caban recognized TCC with a proclamation honoring TCC for receiving the Best and Brightest Companies to Work for in the Nation, by the National Association of Business Resources for the year 2022, recognition. President Murdaugh introduced Janet Hartman, newly appointed Executive Director of the Florida Public Safety Institute. Janet addressed the board and thanked Dr. Murdaugh for the opportunity. He shared that Jessica Chapman has been appointed as principal, and Patricia Pagozalski as assistant principal of Tallahassee Collegiate Academy. He asked Alison Fleischmann from Tallahassee Community College Foundation to introduce Brendie Hawkins, the new Grants and Special Projects Director.

President Murdaugh advised the Board that it requires a vote of the Board to allow Trustee Moore to vote remotely, she is unable to attend in person due to extraordinary circumstances.

Trustee Moore to vote remotely.

Approve Trustee Moore to vote remotely.

**MOTION:** Trustee Stevens                      **SECOND:** Vice Chair Kilpatrick

Motion passed unanimously.

## **APPROVAL OF MINUTES**

1.     May 2023 Minutes  
Approve minutes as presented.  
**MOTION:** Vice Chair Kilpatrick     **SECOND:** Trustee Stevens  
Motion passed unanimously.
  
2.     2022 Presidential Evaluation Minutes  
Approve the minutes as presented.  
**MOTION:** Vice Chair Kilpatrick     **SECOND:** Trustee Stevens  
Motion passed unanimously.

## **INFORMATION AND NEWS ITEMS**

VP Candice Grause shared recent media coverage; News from our press conference about our three new bachelor's degree programs with \$150,000 in donations to provide scholarships for all three programs; coverage of our Public Safety Day held at the Florida Public Safety Institute; Four of TCC's student-athletes traveled to Hobbs, New Mexico to compete in the National Junior College Athletic Association for the Track and Field Championships, we had several record breakers, Lynette Scutari finished with a

new personal best and school record in the 100-meter and 200-meter dash, and Justin Moore also set a new personal best and school record with the 400-meter dash; recent graduate Travious Copeland was awarded the prestigious Gates scholarship from the Bill and Melinda Gates Foundation that will cover tuition for his bachelor's degree. He was accepted to over thirty-two colleges. He will attend Florida Agriculture and Mechanical University. Demetria Coley, at fifteen years old, just became our youngest student in TCC's history to graduate with her Associate Arts degree as a dual enrollment student. Her sister, D'Aundra, had previously held that title when she graduated in 2020 at the age of sixteen. Demetria will follow in her mother's footsteps and become a nurse; another star TCC graduate, now Florida State University student, Makaira Skeete, was featured on WFSU's Voices That Inspire. She advised other students to stay connected with faculty, staff, and advisors to get the most out of their college experience. Capital Outlook highlighted the recent completion of the spring 2023 cohort of the City Farm TLH Urban Farming and Entrepreneurship program, at Wakulla Environmental Institute. Since the first training session began in 2021, nearly 80 residents have completed the intensive twelve-week program. Two back-to-back issues of the Florida Trend have featured our commercial vehicle driving training program. Since its inception we have had over three hundred graduating with 41 of them being with the Department of Corrections. Second mention was our Oyster Aquiculture Program.

## **UNFINISHED BUSINESS**

None

## **NEW BUSINESS**

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

The consent agenda format is an organization process for meetings that allow the governing board to focus their time and attention on action items that require more elaboration, information, and/or discussion. The intent of the consent agenda is to support the efficiency and effectiveness of the meeting.

If a trustee has a question or plans to cast a negative vote regarding a specific recommendation, then the trustee/trustees need to acknowledge their intention to the Chair. This action item will be considered in the regular order of business as an individual action item.

Those action items that the trustees plan to approve without further question or discussion will remain on the consent agenda. Upon the final determination of the consent agenda, a motion, second to the motion, and unanimous approval of the Board of Trustees is needed to approve the action items. Upon approval of the consent agenda, the Board of Trustees will proceed with the remainder of the agenda.

3. Attorney Invoice – Bryant Miller Olive (May 2023)  
Authorize payment of invoices as presented.

4. Sponsored Programs – Provider  
Authorize funding for the awards and contracts as presented.
5. Human Resource Report  
Approve the report as presented.

Motion to Approve Consent Agenda.

**MOTION:** Trustee Stevens      **SECOND:** Vice Chair Kilpatrick  
Motion passed unanimously.

### ***TCC Foundation***

6. TCC Foundation Update  
Presented as an information item only.

### ***Academic Affairs***

7. Annual, Continuing and Post Award Contract Recommendations  
Approve the recommendations for annual, continuing and post award contracts in the attached list.  
**MOTION:** Trustee Moore      **SECOND:** Vice Chair Kilpatrick  
Motion passed unanimously.
8. Laboratory/Course and Distance Learning Fees for 2023-2024  
Approve the laboratory/course and distance learning fees.  
**MOTION:** Trustee Stevens      **SECOND:** Vice Chair Kilpatrick  
Motion passed unanimously.
9. Public Charter School Dual Enrollment Articulation Agreement  
Approve the articulation agreement.  
**MOTION:** Trustee Stevens      **SECOND:** Vice Chair Kilpatrick  
Motion passed unanimously.
10. Private School Dual Enrollment Articulation Agreement  
Approve the articulation agreement.  
**MOTION:** Trustee Moore      **SECOND:** Vice Chair Kilpatrick  
Motion passed unanimously.
11. Academic Curriculum Changes  
Approve the proposed curriculum changes.  
**MOTION:** Vice Chair Kilpatrick      **SECOND:** Trustee Stevens  
Motion passed unanimously.

## ***Administrative Services***

12. Fund Analysis - May 2023  
Presented as an information item only.
13. Construction Status Report  
Presented as an information item only.
14. Architect Invoices  
Authorize payment of architectural invoices as presented.  
**MOTION:** Vice Chair Kilpatrick    **SECOND:** Trustee Stevens  
Motion passed unanimously.
15. Use of College Personnel and Facilities  
Approve the use of College resources for TCC Foundation DSO activities as presented.  
**MOTION:** Vice Chair Kilpatrick    **SECOND:** Trustee Moore  
Motion passed unanimously.
16. Banking Services Agreement  
Approve the College to enter into a banking services agreement with Wells Fargo.  
**MOTION:** Trustee Moore            **SECOND:** Vice Chair Kilpatrick  
Trustee Stevens recused himself from voting and provided a signed Form 8A, Memorandum of Voting Conflict for State Officers.  
Motion passed by Chair Lamb, Vice Chair Kilpatrick, Trustees Moore, and Messersmith.
17. 2022-2023 Equity Report Update  
Approve the 2022-2023 Equity Report Update as presented.  
**MOTION:** Trustee Stevens            **SECOND:** Vice Chair Kilpatrick  
Motion passed unanimously.
18. Disposition of Surplus Property Assets  
Authorize the College to dispose of the items designated as surplus.  
**MOTION:** Trustee Stevens            **SECOND:** Trustee Moore  
Motion passed unanimously.
19. College Operating Budget Amendment for FY 2022-23  
Approve the College's FY 2022-23 Operating Budget Amendment.  
**MOTION:** Trustee Stevens            **SECOND:** Vice Chair Kilpatrick  
Motion passed unanimously.

20. College Operating Budget for FY 2023-2024  
Approve the College's FY 2023-2024 Operating Budget.  
**MOTION:** Trustee Moore                   **SECOND:** Trustee Stevens  
Motion passed unanimously.

Chair Lamb reported that he and Vice Chair Kilpatrick met with the president representing the board to confirm he had submitted a letter from his doctor following his physical exam documenting that he is fit to perform his duties. They also went over his evaluation by the board as a whole and reviewed his compensation. The budget just approved contains a 6% pay raise for all full-time college employees. The president's contract specifies that he is eligible for the same raise as approved for all employees. Trustee Lamb stated that he would like to entertain a motion that the president receive a 6% increase effective July 1 and that his contract be approved.

Approve President's contract.  
**MOTION:** Trustee Stevens                   **SECOND:** Vice Chair Kilpatrick  
Motion passed unanimously.

21. Capital Improvement Plan (CIP) 2024-25 Through 2026-2027  
Approve the 2024-25 through 2026-27 CIP, as summarized on the attached CIP-2 form.  
**MOTION:** Trustee Stevens                   **SECOND:** Vice Chair Kilpatrick  
Motion passed unanimously.

22. LS Building No. 15 Coping and Roofing  
Approve the attached proposal no. 25-FL-230403 from Garland/DBS, Inc. as presented.  
**MOTION:** Trustee Moore                   **SECOND:** Trustee Stevens  
Motion passed unanimously.

23. RFQ 2023-04 Award Recommendation  
Approve the recommended construction manager at risk, RAM Construction & Development, LLC, for the TCC CUP Control Room & Restroom Additions project.  
**MOTION:** Trustee Stevens                   **SECOND:** Vice Chair Kilpatrick  
Motion passed unanimously.

24. RFQ 2023-06 Award Recommendation  
Approve the recommended construction manager at risk, Cook Brothers, Inc., for the TCC Administration Building Lobby Renovation project.  
**MOTION:** Trustee Stevens                   **SECOND:** Trustee Moore  
Motion passed unanimously.

25. Changes to Salary Schedule  
Approve updates to the 2023 – 2024 Salary Schedule as presented.  
**MOTION:** Trustee Moore                    **SECOND:** Vice Chair Kilpatrick  
Motion passed unanimously.

## **BOARD OF TRUSTEES**

26. 2023 - 2024 Schedule of Business Meetings and Workshops  
Approve the schedule as presented.  
**MOTION:** Trustee Stevens                    **SECOND:** Vice Chair Kilpatrick  
Motion passed unanimously.

## **PUBLIC COMMENT**

None

## **WORKSHOP**

No Workshop

## **PRESIDENT'S REPORT**

No Board meeting in July.  
Trustees will receive an email concerning upcoming events between now and the next Board meeting in August.

## **NEXT MEETING DATE**

**August 21, 2023, Monday**

Location: **Main Campus-Hinson Building**

## **ADJOURNMENT**

Chair Lamb called for adjournment at 3:33 p.m.

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**Eugene Lamb Jr.**  
Chair

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