

**Minutes**  
**District Board of Trustees**  
**Florida Public Safety Institute**  
**75 College Drive**  
**Havana, FL 32333**  
**Monday, November 18, 2024**  
**Business Meeting – 2:30 PM**

**CALL TO ORDER**

On Monday, November 18, 2024, Chair Karen Moore called the Tallahassee State College District Board of Trustees meeting to order at 2:30 p.m.

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

**Members Present:** Chair Karen Moore, Vice Chair Eugene Lamb, Monesia Brown, Jonathan Kilpatrick, Frank Messersmith, Monte Stevens, and Charlie Ward.

**Others Present:** President Jim Murdaugh, Candice Grause, Bobby Jones, Bertie Culbreath, Trevoris McDaniel, Amanda Clements, Oscar Gonzalez, Nyla Davis, Lei Wang, Heather Mitchell, Craig Knox, Sheri Rowland, Anthony Jones, Barbara Wills, Janet Hartman, Angela Long, Cerissa Fondo, Renae Tolson, Brendie Hawkins, Donmetrie Clark, Glenn K. Alston, Riley Landy, Jason Fowler, Wayne Almy, Calandra Stringer, Shelly Bell, Hope Childree, Logan Lane, Kalynda Holton, Chuck Moore and Frank Mix.

**COMMENTS**

- i. Chair's Remarks: Chair Moore noted that this was Trustee Brown's first DBOT meeting at the Florida Public Safety Institute (FPSI) and thanked the FPSI team for hosting the meeting. She congratulated Dr. Murdaugh on being named one of Florida's 500 most influential business leaders for the second consecutive year. Chair Moore also shared that she attended the Association of Florida Colleges conference in Orlando and commended TSC team members on their presentations, particularly the session on the College's rebranding, which was a highlight for many participants.
- ii. Trustee Remarks: Trustee Brown shared that she recently toured several TSC campuses alongside the president. Her visits included lunch and a tour at FPSI, as well as stops at the Wakulla Environmental Institute and Ghazvini Center for Healthcare Education.

Trustee Stevens expressed his excitement for the upcoming Fall Commencement and thanked staff for providing basketball schedules.

Trustee Ward reported attending the AFC conference in Orlando where he gained valuable insights.

Vice Chair Lamb expressed his pleasure at being able to attend this meeting in person after recovering from surgery.

Trustee Kilpatrick noted the overwhelmingly positive remarks about the College that he hears when out in public. He emphasized TSC's incredible impact on this community.

Trustee Messersmith reflected on his recent participation in the President's Leadership Institute (PLI). Hearing the PLI members speak about their experiences is insightful and rewarding, he said, and he encouraged the board members to engage with PLI.

- iii. President's Remarks: President Murdaugh expressed gratitude to Chair Moore and Trustee Ward for attending the AFC conference and to Chair Moore and Trustee Messersmith for their active participation in the President's Leadership Institute. He also thanked the trustees for their ongoing engagement in TSC events. President Murdaugh extended best wishes to Trustees Messersmith, Ward, Moore, and Kilpatrick on their recent and upcoming birthdays.

President Murdaugh congratulated Trustee Ward on the recent dedication ceremony at the future home of Champion's Ranch and asked Trustee Ward to share his vision for the ranch. Trustee Ward shared that the Ward Family Foundation has secured more than 100 acres for the campus, which will include access to sports, education, wellness, arts, STEM, and financial literacy resources. He remarked that it takes a team to be successful and build something of great magnitude, and he is looking forward to partnering with TSC on the project.

## **APPROVAL OF MINUTES**

- 1. October 2024 Minutes  
Approve minutes as presented.

**MOTION:** Trustee Lamb  
Motion passed unanimously.

**SECOND:** Trustee Stevens

## **INFORMATION AND NEWS ITEMS**

Vice President Candice Grause provided an overview of recent media coverage for the College. She highlighted that Dr. Murdaugh was once again recognized in the Florida 500, Florida Trend's list of the most influential business leaders, while Chair Moore was recognized as a Living Legend. VP Grause noted significant media attention surrounding several key events and initiatives:

- **Worlds of Work:** The event received strong local and regional coverage for its success in showcasing high-demand, high-wage career options to local students.
- **XploreFLED:** TSC is one of three Florida College System institutions piloting the program with the Florida Department of Education, offering certain online programs to out-of-state students for capped tuition prices of \$290 per credit hour.
- **Cleaver and Cork:** The Foundation's upcoming event with Chef Tom Colicchio. Our announcement coincided with the release of his latest cookbook.

VP Grause invited VP Shelly Bell to provide further comments about the success of the Worlds of Work (WOW) event. VP Bell reported that this year marked the second iteration of WOW, which aims to encourage, inspire, and inform students, parents, and educators of the high-demand, high-wage career options in the North Florida region. Over the two days, more than 3,000 ninth-grade students from Leon, Wakulla, Gadsden, Jefferson, and Franklin counties attended, including 24 public and private schools. More than 500 representatives from 130 employers and more than 100 volunteers were on our campus to put on this event. Gulf and Taylor counties have asked to attend next year.

## **UNFINISHED BUSINESS**

### **PRESENTATIONS**

### **NEW BUSINESS**

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

The consent agenda format is an organization process for meetings that allows 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.

2. Attorney Invoices – Bryant Miller Olive (October 2024)  
Authorize payment of invoices as presented.
3. Human Resource Report  
Approve the report as presented.

Motion to Approve Consent Agenda

**MOTION:** Trustee Stevens      **SECOND:** Trustee Ward  
Motion passed unanimously.

### ***TSC Foundation***

4. TSC Foundation – Gift Acceptance  
Accept gift as presented.

**MOTION:** Trustee Stevens      **SECOND:** Trustee Lamb  
Motion passed unanimously.

5. TSC Foundation Update  
Presented as an information item only.

### ***Academic Affairs***

6. Academic Calendars 2025-2026 and 2026-2027  
Approve the proposed 2025-2026 and 2026-2027 academic calendars.

**MOTION:** Trustee Messersmith      **SECOND:** Trustee Stevens  
Motion passed unanimously.

7. General Education Institutional Review Certification – Part 2  
Approve the College’s list of general education courses for Fall 2025 implementation.

Comments: Trustee Messersmith inquired whether this review was expected or normal. Trustee Stevens asked if the Department of Education changed any material that had been approved previously. VP Calandra Stringer clarified that the review is standard and noted that the primary change involved certain courses being reclassified from general education requirements to electives. Dr. Murdaugh added that the

revisions aim to align TSC's course offerings with other colleges and universities by ensuring consistency in common course numbers.

**MOTION:** Trustee Messersmith    **SECOND:** Trustee Lamb  
The motion passed unanimously.

### ***Administrative Services***

8. Fund Analysis - October

Presented as an information item only.

9. Policy Manual Changes

Approve revision of College policies as presented.

Comments: Trustee Messersmith sought clarification on Employee Attendance and Leave Policies (1425,2425,3425 ), including the allocation of hours under these policies in a 40-hour workweek, oversight for on-call pay, and tuition reimbursement for professional licensure. VP Barbara Wills explained that the College limits the number of days employees can take for various types of administrative leave within a fiscal year. While usage is minimal, offering leave for purposes such as voting, bereavement, community service, and employee wellness is an important benefit. Dr. Wills shared that the process for on-call pay has changed and that supervisors are involved in approving such pay. She emphasized that reimbursement for professional licensure/l or certification is intended to be purposeful and directly related to an employee's role with the College.

**MOTION:** Trustee Stevens            **SECOND:** Trustee Brown  
Motion passed unanimously.

10. Architect Invoices

Authorize payment of architectural invoices as presented.

**MOTION:** Trustee Stevens            **SECOND:** Trustee Brown  
Motion passed unanimously.

11. Construction Status Report

Presented as an information item only.

12. Certificate of Final Inspection – TSC Dental Simulation Lab Remodel in Academic Support (AP) Building No. 03

Approve the attached Certificate of Final Inspection, Office of Educational Facilities (OEF) Form 209, authorizing final payment to contractor, Allstate

Construction, Inc. for the TSC Dental Simulation Lab Remodel in Academic Support (AP) Building No. 03 Project.

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

13. Certificate of Final Inspection – TSC English Building No.1 Restroom Renovation (ADA) Project

Approve the attached Certificate of Final Inspection, Office of Educational Facilities (OEF) Form 209, authorizing final payment to contractor, Southern Standard Construction, for the TSC English Building No.1 Restroom Renovation (ADA) Project.

**MOTION:** Trustee Lamb      **SECOND:** Trustee Stevens  
Motion passed unanimously.

14. Sponsored Programs – Provider

Authorize funding for the awards and contracts as presented.

**MOTION:** Trustee Messersmith      **SECOND:** Trustee Kilpatrick  
Motion passed unanimously.

## **PUBLIC COMMENT-None**

## **WORKSHOP-None**

## **PRESIDENT'S REPORT**

President Murdaugh recognized and thanked Craig Knox, TSC's attorney, for his dedicated service to the College. This marks his final Board meeting before retirement.

Upcoming events and key dates:

- Harvest Lunch: Student Life will host a Thanksgiving meal on November 25, from 11 a.m. until 2 p.m. in the Student Union Ballroom and Den.
- Thanksgiving Holiday: The campus will be closed on November 28 and 29.
- Veterans Cord and Coin Ceremony: December 4.
- Administration Building's Holiday Open House: December 4, from 1 to 3 p.m.

- Healthcare Professions Pinning Ceremony: December 4, at 6 p.m. in the Lifetime Sports Complex.
- Summer and Fall Commencement: December 5, at 6 p.m. at the Tucker Center.
- Winter Break: The campus will close at 1 p.m. on December 18 and will reopen on January 2.
- January Board Meeting: The Board will be on Tuesday, January 21, on the main campus.
- Strategic Planning Session: Proposed for Thursday, February 27, from 10 a.m. to 2 p.m. at the Center for Innovation.
- Charter School Conference: Taking place next week in Orlando.

**NEXT MEETING DATE: Tuesday, January 21, 2025**

**LOCATION: Hinson Administration Building, Main Campus**

**ADJOURNMENT**

Chair Moore called for adjournment at 3:15 p.m.

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**Karen Moore**  
**Chair**

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