

MINUTES
District Board of Trustees
Tallahassee Community College
444 Appleyard Drive
Tallahassee, FL 32304-2815
June 22, 2009
Board Workshop – 2:30 pm
Business Meeting – 4:00 pm

Chair Messersmith called the District Board of Trustees workshop and business meeting to order at approximately 2:36 pm.

Members Present: Chair Messersmith, Trustees Hebrock, Lamb, Moore, Shirah and Stanfield.

Absent: Trustee Moon

Via phone: None

Others Present: President Bill Law, Scott Balog, Bill Spiers, Lee Kitchen, Teresa Smith, Bobby Jones, Jerry Schilling, Monte Finkelstein, Marge Banocy-Payne, Sally Search, Frank Brown, Patricia Manning, Cherry Alexander, Karinda Barrett, Chip Singletary, Carol Easley, Lois Ewen, Beth Mann Pace, John Chapin, Tony Stallworth, Richard Madaus, EE Eunice, Alice Maxwell, Sharon Jefferson, Barbara Sloan, Bill Campman, Renee Maples, Val Bahl, Shannon Young, Terry Pendleton, Ben Alonzo, Sonia Jewell, John Norris, Bill Mabile, Renae Tolson, Eugene Butler III, Jim Murdaugh, Warren Emo, Mark Cancia, Amy Bajoczky, Aaron Boyette, Scott Marshall, Beth Kirkland, Kim Williams, Kim Oyler, Natalie Lickenbrock, Travis Yelverton, Lori Smith and Lenda Kling

COMMENTS

Board Chair – Chair Messersmith asked everyone to stand for a moment of silence and the pledge of allegiance. He indicated this was his last meeting as Board Chair and thanked the Board for their assistance.

Board Members – None

President – Dr. Law indicated it was great working with Mr. Messersmith this year, indicating his role with the legislature has been very helpful. We have a very good workshop and it ties directly to the Board Agenda.

BOARD WORKSHOP

College Operating Budget – 2009-10

The budget is within available resources with a \$2.75 per credit hour increase in tuition for the Fall 2009 and another \$1.75 for Spring 2010. The budget reflects a 3% student growth rate in revenue, although expenses are projected to cover a 5% student growth rate. We have not included a pay raise for faculty and staff.

State Appropriations were cut throughout the year in the Community College Program Fund and Lottery, although we did receive some funds from non-recurring stabilization, stimulus money. Trustee Hebrock asked when the stabilization funds were approved and received, or specifically were these President Obama funds.

Discussion ensued in reference to the required waiver so that funds could be available July 1st. Trustee Stanfield indicated that she understood each Governor decided how those funds would be used.

State funding for community colleges is now less than 50% (including the stimulus funds) and is almost equal with student tuition and fees. Trustee Hebrock indicated this is despite the fact that our tuition is one of the lowest for community colleges in the state.

We have seen some contracts pulled back with state agencies taking their stimulus funds to bring positions back into their agencies and no longer outsource the service. We will be bringing you quarterly updates on all sources of our revenue.

The expenses summary indicates that approximately 80% of budget is in personnel.. Dr. Law clarified that personnel has not grown, but we have cut personnel at a lower rate than we have cut other things which resulted in this situation. Chair Messersmith indicated good planning was what had prevented us from being here earlier, as other institutions have.

The college, with this budget, is experiencing pressure points with the non-recurring stimulus funds, zero dollars for a technology plan refresh (although we will have a future

proposal that will attempt to avoid this) and no planned pay raise for faculty and staff. We have another budget amendment we will ask you to add to the agenda today.

Our enrollment was above what we had projected for the 2008-09 year, resulting in about \$400,000 in additional tuition revenue. Our new budget amendment will allow us to move \$250,000 on June 30th to Fund 7 and will use those funds for the technology refresh next year. We will eventually have to get that money back into the budget for 2009-10.

Trustee Hebrock asked how much we spent in technology last year and was informed it was approximately \$500,000, with an approximate \$1,000,000 in the previous year. Trustee Stanfield asked if we had looked at leasing technology equipment, as opposed to purchasing and servicing, as a way to reduce our annualized costs.

Dr. Law indicated we are good at keeping equipment generally more than three years, which is usually the breakpoint for leasing. Vice President Campman indicated we can usually keep equipment in place for five to six years.

We are looking at a different option that may keep our equipment in use even longer at a cost of about \$300 per unit. Chair Messersmith indicated it would probably be a good idea to look at leasing. Trustee Stanfield indicated buy back during this market with good resell value.

Dr. Law indicated it may be time to revisit, but previously it appeared to be the best option for those agencies playing catch-up in the technology field. The problem with leasing is that you absolutely have to budget the lease payment and cannot put a zero in your budget.

Trustee Hebrock asked if we projected \$250,000 in other revenue last year but earned over \$400,000, why we are now only projecting \$90,000 for 2009-10 fiscal year. Per Bobby Jones, this year we had one time refunds totaling approximately \$150,000. Trustee Hebrock indicated there was still a significant difference and was informed by Vice President Smith that we also lost considerable funds from the Foundation revenue.

Our Funding Priorities indicate we get to again spend some money -- and will walk you through the funding of the strategic plan. The money is coming primarily from the grant revenues, approximately \$1,800,000.

For the past few months we have been reviewing a budget chart and you have come to recognize the unavoidable additional expenses, along with the reduction of some expenses. The enrollment plan growth to offer enough classes cost us \$275,000.

Vice President Sloan and Dr. Law met with Lee Kitchen, Faculty Senate President, over the past few months. With the support of the Faculty Senate we have identified \$175,000 in savings in the schedule that will add a few students to each class and a variety of other strategies. We would be in a world of hurt without this and feel really good about this common goal.

Trustee Stanfield asked how the utility increase impacted our contract with Johnson Controls. Vice President Smith indicated the increase was due to the Florida Public Safety Institute bringing online a new facility.

The tuition increase provides \$1,381,000 with the 3% growth providing another \$630,000. We identified an additional 5% in state revenue cuts, although we do not know what that number will actually be. A cut of this size would result in a need for an additional \$1,300,000.

We are asking the Board today to approve an early retirement buyout and are encouraged, after meeting with all the candidates, that this may produce some revenue. Although we have cut an enormous number of positions, there will always be some natural lapse. If there is growth above the 3%, we will use this money to supplement the decline in state funds with employee furlough being the last option.

Trustee Hebrock asked how many new faculty we were hiring to cover the additional student growth. Dr. Law indicated we have not filled six faculty positions and are allowing faculty to teach more classes. Trustee Hebrock asked if we could offer more classes with fewer faculty and still offer the quality for which we are known.

Dr. Law indicated we have worked on adjunct development, so we have the support system and access. Vice President Sloan indicated we have worked to find a balance, so we do not offer classes where we do not have a quality instructor available to teach.

Strategic Plan Update – 2009-10

Vice President Jefferson indicated Student Success has received financial support through numerous grants to support our programs, examples include Title III, Perkins, FPSI programs. Our learning plan program is continuing to improve and we will come back later in the year with a live presentation.

We will begin with helping students set a goal and collecting additional information to assist students with being successful. Trustee Hebrock asked if this would be public record and was advised it was not accessible by the public. Vice President Jefferson indicated staying in touch with the student was the important part.

Trustee Stanfield asked how often the student would touch the plan. Vice President Jefferson indicated that ideally they would like student to review at least a couple of times a semester. Dr. Law indicated we now monitor and know how often students access their records, but with the new process we will know when they do not access.

When there appears to be some challenges with the direction students are taking, we will work with them via Student Relationship Management. Chair Messersmith indicated this type of counseling should help student focus. Trustee Hebrock indicated we should be aware the state does not mandate this, are not funded to provide this service and feels this type of service is what makes TCC should a unique place.

Chair Messersmith asked if we were yet at a place to proceed with the Higher Education Committee presentation of the Learning Commons. Dr. Law indicated with this pilot process beginning August 1st and the complete rollout late September, we may be ready to proceed. Chair Messersmith indicated since this is not an election year, committees should start in September.

Vice President Sloan talked about Enhanced Learning with an emphasis on high impact courses and the redesign. We will implement phase I of our General Education assessment to demonstrate the learning outcomes of our students, which is increasingly important to our stakeholders and will report on our quality enhancement plan later. We are continuing our workforce skills development, health care retention and more.

Her focus was on high impact courses, indicating there were some reallocated funds but a lot of money from grants making this possible. When we started the redesign, we adopted the seven principles of good practice. With the intermediate algebra redesign last year, we have seen an increase in the passing rate and a decrease in withdrawal.

Trustee Stanfield indicated there was a bill passed last year with developmental education, specifically math at the high school level. She asked how this bill might impact us at TCC. Vice President Sloan indicated the intent of the bill was to address students not prepared for college. We have been working with all three districts to offer these classes beginning in the fall and the students will take our exit exam.

Redesign for development resides in – heavy emphasis on diagnostics and appropriate placement, intensive support outside the classroom and alternative delivery systems. We will focus heavily on distance learning this upcoming year, as well as support services for the distance students. We are also doing more of the hybrid classes, where students do part of the work online and part in a classroom setting.

We have experienced a 48% growth in online classes within the last 5 years which is 9 ½% of our total enrollment. Our goal is to have a system that is readily available at the students' fingertips to ensure success. SACS has a best practice that we are using as a guideline. We will be using national tools called Quality Matters and READI.

Trustee Stanfield indicated she appreciated all the work that had gone into the plan. She would like to see our courses be offered in a way (such as podcast, webcast, etc.) that students could access if something happened mid-semester which prevented their physical presence in a classroom, so they did not have to withdraw from the class.

Trustee Hebrock asked if the universities here on campus offer distance learning here or via their main campus. Vice President Sloan indicated it varied by institution. Trustee Hebrock asked if we have much involvement or interaction with them. Vice President Sloan indicated they accept our programs as transfer.

She indicated goals for technology and out of class support included the Learning Commons by optimizing all services, expand into all areas for support and improve assessment system. In the spring semester we had more than 141,000 students who logged visits to the Learning Commons representing 8,515 individual students and received help with more 375 individual courses.

Participation with SmartThinking, our online tutorial service, has greatly increased. Faculty has worked in the lab with students. Students who use the facility support services multiple times have increased their success rates.

Trustee Stanfield indicated anyone coming onto to our campus has some type of mobile device and she would like to see us have applications available for those devices, such as registering for class. She feels we should be able to reach them in their media and make it easier for them.

Vice President Smith indicated we wanted to focus on financial aid in the future to both parents and students. We have automated the financial aid application which must be completed each year, resulting in a much better audit trail. This automation results in

costs savings in printing and personnel. Dr. Law indicated the quality of the submission has improved since it forces an answer within required fields and proper parameters.

Trustee Hebrock asked about staffing levels in the financial aid area. Bill Spiers indicated we have been stable for the past five to six years, which is one of the primary factors in the need to automate. The increase in financial funds we processed within the past year is in the \$5,000,000 range.

In order to accommodate parent and student schedules, we have offered very successful Saturday workshops in the past year and are working on a design for a Scholarship Fair. Another effort is participation in the national College Goal Sunday in Community Centers, churches, etc.

Financial literacy for parents and students is another area of focus with understanding of the debt they are incurring, including how to control the amount of debt. We want them to only borrow the amount of money they need and reduce the default rate on those loans, which is important to the student and the school.

Ben Alonzo provided an update on the annual fundraising campaign which has reached over \$1,100,000 in a very difficult year. For the 2009-10 fiscal year we will keep the fundraising goal at \$1,000,000, with a focus on the Ghazvini Center for HealthCare.

The Foundation Strategic Goal will be to continue to raise financial resources, enhance student access and promote teaching and learning. The Foundation will commit to support annual scholarships of around \$300,000; fellowships of \$20,000; innovation grants of \$15,000 and \$21,000 for other campus activities, including Black History Month. Trustee Hebrock asked how that compared to last year and was advised we were down about \$25,000.

BUSINESS MEETING

Chair Messersmith called the Board meeting to order at approximately 4:15 pm.

COMMENTS

Chair – Chair Messersmith welcomed the Student Government representatives and Dr. Law asked them to stand to be recognized. Chair indicated we have a gigantic agenda and we would like to move as expeditiously as possible.

Board Members – Trustee Hebrock asked that these additions get added to the website so the public has access.

President – Dr. Law indicated he would like to add Budget Amendment #3.

APPROVAL OF MINUTES

Chair Messersmith asked if there any changes and requested a motion to approve the minutes of the May 18, 2009 Workshop and Board Meeting and the 2009 Presidential Evaluation.

MOTION: Trustee Moore

SECOND: Trustee Shirah

Motion passed unanimously.

INFORMATION AND NEWS ITEMS

Alice Maxwell introduced news items that included increase in remedial courses, alignment of classes, bowling for make-a-wish foundation by FPSI, radio ad re: Goodbye High School, Hello College and radio ad re: adult summer classes. She indicated there were many other items they were working on throughout the community.

UNFINISHED BUSINESS

None

PUBLIC COMMENT OR PRESENTATIONS

None

NEW BUSINESS

Approval of Consent Agenda

Chair Messersmith asked if there were any comments or requests for the Consent Agenda. He then requested a motion to approve the remaining Consent Agenda.

MOTION: Trustee Moore

SECOND: Trustee Lamb

Motion passed unanimously.

2009-10 Schedule of Board Workshops and Meetings

Chair Messersmith indicated this is a general guideline and can be moved later, as necessary.

MOTION: Trustee Shirah

SECOND: Trustee Moore

Motion passed unanimously.

Academic Affairs

Affiliation Agreement – Health Facilities (Action)

MOTION: Trustee Moore

SECOND: Trustee Lamb

Motion passed unanimously.

Administrative Services

Construction Status Report (Information)

Tony Stallworth indicated he would try to bring some pictures in August and that we are making great progress at the Ghazvini Center and Florida Public Safety Institute (FPSI). We have about 80% of the storm lines in on Surgeon's Drive, all the sanitary lines are in and the trees have been cleared to the North.

The FPSI conference center is going great and has been completely enclosed now. They were paving this morning and a lot of the landscaping is in. The Dental Hygiene renovation is going well and will be done, along with the Learning Commons change, in time for students this fall.

Trustee Hebrock asked who was doing the construction of the road expansion on Surgeon's Drive and was informed it was Sandco.

Budget Amendment #2 (Action)

This was referenced earlier in the meeting and because of our reduced budget we are requesting a transfer of funds to handle the faculty and staff increases.

MOTION: Trustee Stanfield

SECOND: Trustee Moore

Motion passed unanimously.

Budget Amendment #3 (Action)

As previously mentioned not having any funds available for technology refresh is not acceptable, so we are suggesting that \$230,000 of the additional tuition revenues that came in this year be dedicated to that. We are also requesting we move another \$430,000 out of the fund balance to pay the early Retirement Option.

Trustee Stanfield asked what technology needs we are expecting next year. We have a sophisticated plan with levels, the first to get us open in August with new labs. Vice President Campman indicated we are looking at purchasing approximately 100 computers we will buy and displace many others, in addition to other purchases.

Trustee Moore indicated it was another example of how the President and staff are proactive, creative and ahead of the curve in addressing them.

- MOTION:** Trustee Moore
SECOND: Trustee Stanfield
Motion passed unanimously.

Professional Services Contract Renewal (Action)

Trustee Stanfield asked that we recap what this firm has done and the stimulus opportunities. Dr. Law indicated we have a long term relationship with Akerman Senterfitt and receive many dollars of return on this contract. Every year we are able to identify projects with high impact to the college.

They work with us for earmarks and follow through with other agencies. We have been with them at a low level in an early relationship while they were looking to do some education work. With the stimulus dollars, these firms are seeing increased demand. We will see one more increase next year, when we will be at their market rate of \$8,000.

Trustee Hebrock indicated they are doing a great job and the money is well invested.

- MOTION:** Trustee Hebrock
SECOND: Trustee Moore
Motion passed unanimously

Capital Improvement Program (CIP) 2010-11 through 2014-15 (Action)

Chair Messersmith indicated we are looking at this now because the state has an August deadline requirement.

MOTION: Trustee Moore

SECOND: Trustee Shirah

Motion passed unanimously.

Recommendation for Elevator Services (Action)

Trustee Hebrock asked if the recommended vendor was the low bid. Dr. Smith confirmed that the recommended bidder was not the lowest bidder but was the only respondent that bid on all elevators at all college sites. When advised they were not, he requested if the vendor was not the lowest bidder that the Board Members be provided with an explanation of why the lowest bid was not recommended.

Trustee Shirah indicated that previously they have gotten copies of the staff evaluation forms. Chair Messersmith indicated he would like to see comments on all bids where the Board was being asked to take action that was not the lowest bid.

MOTION: Trustee Hebrock

SECOND: Trustee Shirah

Motion passed unanimously.

May Fund Analysis (Information)

Vice President Smith indicated that things are fairly on target as we anticipated. Trustee Hebrock indicated that previously the Board passed a motion to give the President authority to handle items in July when there was no Board Meeting.

Vice President Smith indicated they had handled that authority via Amendment #3 this year. Trustee Hebrock indicated he appreciated the specificity.

Recommendation for Tuition Increase (Action)

Chair Messersmith indicated we had discussed this as a series of increases and asked if there was a forecast. Dr. Law indicated the Board had done spectacularly good work on tuition planning and we are the best buy in Florida. A few months ago we discussed moving our tuition up the ladder to about mid-range within the community college system and had agreed to a 5% increase each September for the next three years.

Our original plan was to begin with the \$1.75 increase planned for the spring semester. With the legislative approval of an 8% tuition increase, this keeps us current. We will present a plan to move our tuition closer to the mid-point, hopefully addressing stimulus

funds as well, at a later date. He indicated there is a point at which raising tuition can have a negative return.

Our students buy classes a la carte, so we could see a decline in enrollment if we raise tuition too much. He would like to evaluate enrollment for August, after the \$2.75 tuition increase and the technology fee. Summer enrollment is up about 7 ½% in credit hours and 3% in head count.

Chair Messersmith asked if the plan could offset the stimulus funds. Dr. Law indicated that to offset the funds, we would need to raise tuition by \$10 per credit hour and we just couldn't make the adjustment quickly enough. Trustee Stanfield asked if the information provided in the workshop was inclusive of this adjustment and was assured it was.

Trustee Hebrock indicated we may need to take a different direction to control our own destiny. Since the Governor has approved allowing the Universities to increase tuition 15% per year until they reach a national average, we may be inundated with a large growth in enrollment that we can no longer support quality education with the decline in state funding. He feels the prudent thing to do would be to hold a workshop and discuss this situation.

Chair Messersmith indicated he felt a workshop would be good to identify the point where we would need to raise tuition to cover the cost of increased enrollment. Trustee Stanfield indicated with the financial family situation today, we needed to keep in mind the impact of a tuition increase for the students we get from south Florida. She asked everyone to consider the number of schools students would pass to get to TCC with an ultimate goal to get into FSU.

Trustee Shirah agreed that we must maintain the quality of education and have fees that cover the cost; however she has concern about limiting our growth by raising costs. Trustee Lamb concurred with Trustee Hebrock, indicating we must consider the quality of education and the impact of fees. He felt that a workshop was in order to consider the issues.

Trustee Hebrock we have seen today and in other years where we counted on the next year enrollment growth to fund a very minimal budget to support the quality education and avoid layoffs or cuts. He hoped we would get beyond this point where we were hoping next year's tuition would avoid layoffs – where even if we have zero growth next year, we know we will not have to lay people off.

Chair Messersmith indicated the Board would like some input from professional staff on where we are. Dr. Law indicated that getting it organized would lead to some answers and we would all have some additional insight after the August enrollment. Dr. Law indicated we are one of the few institutions who maintained financial aid funding.

Dr. Law requested a September workshop on this subject to allow for analysis of the August numbers. Chair Messersmith was in agreement.

MOTION: Trustee Hebrock
SECOND: Trustee Moore
Motion passed unanimously

Recommendation for Threshold Inspection Services (Action)

Chair Messersmith indicated this was another item that did not refer to the lowest bid and indicated previous comments should be echoed here.

MOTION: Trustee Moore
SECOND: Trustee Shirah
Motion passed unanimously

Recommendation for Child Care and Development Services (Action)

Chair Messersmith asked if there was any liability for accepting Lively Technical after the bid. Dr. Law indicated there was not since this was an interagency agreement and it supersedes the need to bid the project. Vice President Smith indicated the RFP did not mandate that we had to accept any vendor.

Trustee Shirah asked if we would do with our facilities and was informed we would use the facility at Lively Technical. Their facility is closer for students, we will reduce our costs substantially, we can expand the program and parents can have better access to their kids throughout the day.

Trustee Hebrock asked the attorney if there were any issues and Bill Mabile indicated there were none. Trustee Hebrock asked if Kids, Inc. had been informed and if they were okay with it. Vice President Smith indicated their last day of operation would be Friday and they will vacate by next Tuesday.

Trustee Stanfield asked how this will be communicated to students. Vice President Jefferson indicated Kids, Inc. notified them first, but that we had also made contact with

every student using the facility. For those being displaced, we are providing some financial assistance (approximately \$75) during the transition. Trustee Stanfield inquired about the number of students and was informed there were 14.

MOTION: Trustee Lamb
SECOND: Trustee Stanfield
Motion passed unanimously

Recommendation for Vending Services (Action)

Chair Messersmith indicated the new vendor was chosen based upon the variety of food. Trustee Hebrock asked about the incumbent and was informed by Bobby Jones that it was Quality Vending and Gilly's guaranteed \$5,000 more to TCC. Trustee Hebrock verified that this is a net income contract and does not cost us anything.

Trustee Shirah reiterated that the staff evaluation summaries would help the Trustees make a better decision.

Trustee Hebrock asked who owned the machines on campus and was informed that Quality would remove their machine and Gilly would install new ones for the five year length of the contract.

MOTION: Trustee Moore
SECOND: Trustee Shirah
Motion passed unanimously

Recommendation for Web Hosting, Development and Design (Action)

Chair Messersmith indicated this was only for the DOT project. He further stated comments on staff evaluations also applied to this.

MOTION: Trustee Lamb
SECOND: Trustee Stanfield
Motion passed unanimously

Recommendation for Food Service Providers (Action)

Chair Messersmith indicated this is another contract where the college gets commission and there is a committee that evaluates. Trustee Hebrock verified that students were involved in the committee.

MOTION: Trustee Moore
SECOND: Trustee Stanfield

Motion passed unanimously

Accounts Receivable Write-off (Action)

Chair Messersmith indicated that despite the current financial situation that the funds were within the range previously written off.

MOTION: Trustee Moore

SECOND: Trustee Lamb

Motion passed unanimously

Florida Public Safety Institute Conference Center Change Order #1 (Action)

Tony Stallworth indicated the Board approved in March moving forward with the State Board of Education bonding and we will get \$2,700,000 previously outlined. The item in this change order for \$126,327 is to extend the water line down to the firing range. This is a decrease from the original estimate of about \$450,000 since it task could be accomplished while the contractor is on site for another piece.

Trustee Shirah indicated that was \$35 a foot and sounded steep for a water main. When informed it was 12 inch she still thought it was a little steep, although she indicated she did not have any information on it.

Tony Stallworth indicated we had approval from last year PECO funds to put in emergency generators in various locations. Currently there are no generators at FPSI, so as part of this project we are including one to cover the major communication areas.

Trustee Hebrock asked where the error occurred that resulted in us not knowing the water pressure was adequate. Tony indicated since the infrastructure had not been moved to the firing range, there was no error.

MOTION: Trustee Lamb

SECOND: Trustee Moore

Motion passed unanimously

DROP Buy-out Plan (Action)

MOTION: Trustee Moore

SECOND: Trustee Shirah

Motion passed unanimously

Campus Master Plan Approval (Action)

MOTION: Trustee Hebrock
SECOND: Trustee Lamb
Motion passed unanimously

Professional Services Contract – Andrews, Crabtree, Knox & Andrews (Action)

This addresses the change in rate from \$125 hour to \$150 hour.

MOTION: Trustee Moore
SECOND: Trustee Lamb
Motion passed unanimously

Ground Lease – Tallahassee Memorial Healthcare, Inc. (Action)

MOTION: Trustee Lamb
SECOND: Trustee Hebrock
Motion passed unanimously

2009-2010 Operating Budget (Action)

MOTION: Trustee Moore
SECOND: Trustee Stanfield
Motion passed unanimously

Center for Workforce Development

Developing an Advanced Manufacturing Training Center

For more than several years the college has been working closely with the Economic Development Council's Manufacturer's Roundtable to assess local need for manufacturing training and to determine how we might be able to expand local capacity in this area. In support of previous initiatives, most notably the Danfoss-Turbocore relocation, the college had developed training modules and had delivered a variety of courses and classes to local businesses. The biggest challenge has been identifying sufficient resources to establish a suitable location on/ near the campus for a permanent training facility.

Having explored a number of different options, we have been able to craft a finance plan that would allow the very deteriorated (college-owned) Hughes West warehouse to

be retrofitted to a state-of-the-art, energy efficient training center through the use of federal Department of Defense funds.

The plan being proposed would have us lease the Hughes West facility for 40 years to a locally-owned LLC for the cost of \$1 per year. The LLC will retrofit the building at their expense, to meet the specific specialized need for a manufacturing training facility as outlined by the college. The college will then lease back the facility for its use. We will commit to lease it back from them for 20 years at a cost of around \$4.13 sq. ft. and at the end of the 20 years it will be given back to TCC.

Dr. Law emphasized that because of federal grant requirements, there may be a time crunch on executing the lease back. Dr. Law is working with Mr. Mabile has to address the legal processes.

Dr. Law introduced Beth Kirkland, CEO, of the EDC. Ms. Kirkland indicated the EDC began working with the manufacturing community around January 2006. Beth introduced various members of the local community including General Dynamics, Tia-Yang Research Company, Garber Road Leasing and PSBI.

This facility should allow employers to use quick response training that gets employees to work more quickly. Dr. Law provided an editorial from the previous day's Tallahassee Democrat. The grants we have now should cover everything for the first 4-5 years and there will be no operating dollars used on the development of this project.

Chair Messersmith indicated that with Trustee Moore moving in the Chair position next year that her expertise in this project should be quite helpful. Trustee Moore indicated she looked forward to being at the ribbon cutting. She feels that public-private partnerships are important to this community and this is one more example of how our President looks at things outside the box with creative solutions.

Trustee Stanfield verified that we would maintain control once the facility was updated. She expressed concern that we continue to be mindful of legal and policy processes to make this happen and timing of the project. She is a supporter of the workforce development and hopes the project is inclusive of the entire community and reflective of TCC.

Trustee Shirah liked the concept with economic development and the financial aspects, but expressed concern about the location of the building since this will be the front door to the campus under our new master plan. Kim Williams indicated that was one of Dr. Law's primary concerns and they are taking steps to upgrade the look of the façade to reflect the current campus features, including the Hughes East Building.

Trustee Lamb supported creating jobs within the community, but wanted to ensure we included the items Trustee Stanfield mentioned.

Trustee Hebrock indicated this is what we hired Dr. Law to do and if we need to create the jobs for our students, then that is what we must do. We spent three years creating a master plan with many artist renditions of the look and many dollars on what the new campus would look like. He asked about the tuition and fees mentioned to cover costs.

Dr. Law indicated we will use future student tuition and fees to support the programs that would be offered, not the retrofitting or leasing of the building. With the type of training we would be offering, we can even charge market rate for the programs.

Trustee Hebrock would like to see some of the Board Members involvement during the development process. Chair Messersmith indicated he felt it was a good idea and since he was leaving the chair position, he would volunteer for this. Dr. Law would like further discussion on the role of the subcommittee or members.

Trustee Shirah indicated she believed she understood Trustee Hebrock's concern and feels it may be addressed by seeing some renderings of the project showing façade, landscaping, traffic control, etc. Trustee Hebrock indicated that since this was a pilot project and we wanted it to be a huge success, he wanted to ensure the momentum behind this could be replicated but he did not want to do anything to hinder program.

Chair Messersmith indicated he felt there were mixed feelings by the Board. Trustee Hebrock indicated this is the first time we have jumped into this type of project and really get involved with economic development. It was agreed that Dr. Law will bring back additional information at the August meeting.

MOTION: Trustee Moore

SECOND: Trustee Lamb

Motion passed unanimously

Florida Public Safety Institute

Tuition Increase for PSAV Courses (Action)

Chair Messersmith indicated this was mandated by the Legislature.

MOTION: Trustee Moore

SECOND: Trustee Lamb

Motion passed unanimously

Common Course Number Changes for Corrections Program (Action)

Chair Messersmith indicated these were also mandated and there was no need to bring this item before the Board. It was determined a vote was not needed for this action.

Laboratory Fee Changes for FPSI Programs (Action)

MOTION: Trustee Shirah

SECOND: Trustee Lamb

Motion passed unanimously

PRESIDENT'S REPORT

Dr. Law indicated his thanks for the Board's support and stressed they would be kept updated along the way.

Cherry Alexander is retiring and this Saturday there is a recognition ceremony. Dr. Law indicated we had previously expressed admiration and affection, with the calendar was a testimony to one part of her contribution. Chair Messersmith echoed the comments. Trustee Lamb indicated he had found a sponsor to donate funds to the scholarship, indicating others could do the same.

FUTURE AGENDA ITEMS

None

NEXT MEETING DATE

August 17, 2009

ADJOURNMENT

Meeting adjourned at approximately 6:00 pm.

Minutes approved at regular meeting of the District Board of Trustees on August 17, 2009.

Frank Messersmith
Chair

William D. Law, Jr.
President