

**MINUTES**  
**District Board of Trustees**  
**Tallahassee Community College**  
**Hinson Administration Building**  
**Tallahassee, FL 32304**  
**Tuesday, January 21, 2014**  
**2:30 pm - Business Meeting &**  
**Board Workshop**

The January 2014 District Board of Trustee meeting was called to order by Chair Lamb at approximately 2:29 pm.

**Members Present:** Chair Lamb, Trustees Callen, Callaway, DeFoor, Messersmith and Moore

**Absent:** None

**Via phone:** None

**Others Present:** President Jim Murdaugh, Bill Bierbaum, Chris Summers, Bret Ingerman, Craig Knox, Alice Nied, Robin Johnston, Ginny Wagner, Ray Pierce, Lance Kerwin, Sally Search, E.E. Eunice, Gloria Mitchell, Calandra Stringer, Barbara Sloan, Rose Holliday, Barbara Kiesinger, Sandy Sampson, Bill Spiers, Marge Banocy-Payne, Teresa Smith, Dave DelRossi, Brian Kupfer, Martin Balinsky, Karinda Barrett, Renae Tolson, Anthony Jones, Ed Stringer, Sharisse Turner, D. Wildes, Debbie Robinson, Kim Allen, Kate Stewart, Alice Maxwell, Pat Manning, Julie Baroody, Mike Robeck, Vanessa Wright and Lenda Kling.

**COMMENTS**

**Board Chair –** Chair Lamb welcomed everyone, asking all to stand for a moment of silence and the pledge of allegiance. He said it felt as if they had been away forever, indicating it was great to be back and referencing the pinnings that occurred since the last meeting.

**Board Members –** Trustee Callen stated it was nice to see everyone and announced she made a 100% on her final and an A in the class.

Trustee Messersmith said he had been learning a lot about the clubs and extra-curricular activities of the students, asking if we could start to weave some of that into the Board Meetings or devote a Workshop to it. President Murdaugh said he would be happy to devote a workshop to this and/or invite a different group to the Board Meeting each month to do a brief overview. Trustee Messersmith stated a different group at each meeting would be good.

Trustee Moore shared FAMU has a new President, suggesting the Trustees and the college send a welcome to her and let her know how much we appreciate the relationship. She left it to the President to determine the best vehicle (such as a letter, etc.) to accomplish this. President Murdaugh stated he met her during the process, finding her delightful and focused. He said he is very optimistic and thought the community would be well served by her, indicating he would arrange something a little more personal and would like the Trustees to get to meet her.

Trustee DeFoor said we have an artist exhibit coming from Cuba at the end of the month, urging everyone to come. He stated the Tallahassee relationship with Cuba is old and deep, with the 1890's St. John's Church a big part of the revolution.

**President** – President Murdaugh echoed that it felt as if it has been months since we last got together. He said over the holidays he had an opportunity to think about 2014, indicating he was very excited and optimistic about things to come.

### **APPROVAL OF MINUTES**

Chair Lamb asked if there were any comments and requested a motion to approve the minutes of the November 18, 2013 Board Meeting.

**MOTION:** Trustee Moore  
**SECOND:** Trustee Callaway  
Motion passed unanimously.

### **INFORMATION AND NEWS ITEMS**

Director Maxwell shared the *Around the Campus* Newsletter is going out later this week, with a focus on leadership offerings throughout campus. She introduced news clips about the TCC Workforce Development Leadership Institute, TCC as one of the most military-friendly colleges and a Channel 22 story about the TCC Independent Green Technologies partnership.

### **UNFINISHED BUSINESS**

None

### **PUBLIC COMMENT OR PRESENTATIONS**

President Murdaugh introduced Chris Summers, the new TCC Chief of Police. He indicated Chief Summers left Tallahassee Police Department as a Captain to join our ranks, indicating he believes there will be a smooth transition and we hope he will take the department to another level. Chair Lamb welcomed Chief Summers to TCC.

President Murdaugh asked that Tab 24, Foundation Update, be moved before Tab 23, Developmental Education – which is the subject of the workshop that follows.

### **NEW BUSINESS**

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

Chair Lamb asked if there were any comments or requests for the Consent Agenda.

Trustee Callaway referenced Tab 7, Grants and Contracts Provider; asking if someone could walk her through what the grant is about, what it encompasses, what our role is and what the outcome is. Vanessa Wright said we are providing professional services for an outside agency to outreach and educate people on drunk driving.

Trustee Callaway asked if our name was attached, with Ms. Wright saying at the end of the advertisement it is identified as a Department of Transportation (DOT) announcement. Trustee Callaway asked how long we had worked on this and if any evaluation had been done, with Ms. Wright indicating this was the second year with Radio Disney and there is no evaluation required since it is only marketing with some educational programs.

President Murdaugh said this is part of a larger effort we have with the Florida DOT. He indicated we have a number of grants that come to the state from the federal government and are managed at the Florida Public Safety Institute (FPSI). He stated some of them provide training to law enforcement officers who come to FPSI, but other parts are just public awareness campaigns. He said we often get last minute notice where the feds or the state decides they

want a marketing campaign and they use us, because we are faster. He shared we will receive indirect costs associated with managing the effort.

**MOTION:** Trustee Moore  
**SECOND:** Trustee DeFoor  
Motion passed unanimously.

### **Academic Affairs**

#### Amendment to Lab Fees for 2013-14 (Action)

President Murdaugh said this would be effective Spring 2014, with no change in fees but a change in the state course number.

This request is for the Board to approve the lab fees for the specified courses for the remainder of the academic year.

**MOTION:** Trustee Moore  
**SECOND:** Trustee Callaway  
Motion passed unanimously.

### **Administrative Services**

#### Agreements for Architectural Services – Architects: Lewis + Whitlock and DAG Architects Inc. (Action)

President Murdaugh said this is for first year architectural agreements.

This request is for the Board to approve the first year Architectural Agreements for Architects: Lewis + Whitlock (Main Campus and Leon County projects) and DAG Architects Inc. (FPSI, Gadsden and Wakulla County projects).

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

#### Construction Status Report (Information)

Director Wildes indicated the organic chemistry lab is complete, although they have not done the final closeout of the contract. He said we believe the Quincy House has a new site, which is possibly being donated by the city. He shared we are planning to write a letter requesting the donation of the property on Pat Thomas Boulevard just south of Blue Star Highway. Chair Lamb asked when the city would act on the request. Director Wildes stated he thought their next meeting was the 27<sup>th</sup>, with items due to them on Wednesday of this week.

Trustee DeFoor inquired if the folks in Quincy would be happy, with Chair Lamb indicating they would be and he was. Trustee Messersmith inquired if there was a structure on the property, with Director Wildes indicating there was not. President Murdaugh said it is a beautiful, flat, vacant lot that should require little site work and sits right next to Workforce Plus – which he hopes will allow us to build some bridge programs for workforce training in the area. He said the delay was due to an erroneous rumor that the city was possibly vacating the W.A. Woodham building, which the college owns and that could have impacted our decision.

President Murdaugh asked about an update on Wakulla. Director Wildes said we are proceeding with plans for the entry road and the building, which will be net zero (self-generating all the energy it needs).

Fund Analysis – December 2013 (Information)

President Murdaugh said this is info only and VP Smith would be happy to answer questions.

Construction Manager Agreement (Action)

President Murdaugh apologized for the insert, indicating there were corrections found after the book had already been printed and he wanted the Board to receive the corrected item.

This request is that the Board approve the attached Agreement between the District Board of Trustees of Tallahassee Community College and Construction Manager for Certain Projects.

**MOTION:** Trustee Moore

**SECOND:** Trustee Callaway

Motion passed unanimously.

Guaranteed Maximum Price – Dental Hygiene Phase One Remodeling (Action)

President Murdaugh stated this item had the same error, which required the insert.

This request is that the Board approve the Guaranteed Maximum Price from LLT Building Corporation for the Dental Hygiene Phase One Remodeling in the amount of \$277.698.

**MOTION:** Trustee Moore

**SECOND:** Trustee Callaway

Motion passed unanimously.

Policy Manual Changes (Action)

President Murdaugh said this is for a policy manual change related to facilities that adjusts the threshold level amounts to bring them in line with Florida Administrative Code and Board Policy.

This request is for the Board to approve revisions to applicable Policies as requested.

**MOTION:** Trustee Messersmith

**SECOND:** Trustee Moore

Motion passed unanimously.

College Policy Update – 12-17 Firearms (Action)

President Murdaugh shared this is an update to bring our policy dealing in safety and security in line with a recent decision by the First District Court of Appeal.

Trustee Callaway asked why the inclusion of the Standards Codes & Contacts. VP Smith said it was included for clarity, since the policies are often referenced together. President Murdaugh shared he wanted us to always give the Board complete information and would rather we give too much information than not enough.

Trustee DeFoor asked about the prohibition to carry on campus, with his understanding that the statute has tightened down substantially. President Murdaugh indicated Craig Knox was sitting in for Bill Mabile today, with Attorney Knox indicating he would be happy to review and get back to us. Bill Bierbaum stated the law has not changed, the First District Court only ruled on firearms that are in a car in the parking lot.

Trustee Moore asked if we would elaborate on how we communicate this clear direction and policy dealing with firearms on campus. President Murdaugh asked if we did this in orientation, with VP Search saying we probably should have but probably did not. Trustee Callaway

confirmed there was not signage, indicating that is how public schools announced changes. VP Smith said she would like to take these suggestions back to the Safety & Security Committee for recommendations to bring back to the Board. Trustee DeFoor reminded us this is an expansion of rights, not a restriction.

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

**MOTION:** Trustee Messersmith

**SECOND:** Trustee Moore

Motion passed unanimously.

#### 2013-2014 Salary Schedule – REVISIONS (Action)

President Murdaugh said the changes are minor, but with the implementation of the ERP project we realized how much it would impact workload and hours required. He said because of the nature of the work there may be a need to provide stipends for some people, indicating we currently do this for someone in an acting position. He said this change adds a provision for extraordinary tasks or projects for those positions previously not covered.

Trustee Callaway asked if this is a one-time thing or if it continues in the salary from that point forward. President Murdaugh said it is a temporary additive to paychecks, if the employee meets certain conditions, and stated there are certain commitments that must be made requiring position description changes. He indicated we will not ask someone to provide more than 120% of their current capacity for any period of time. Trustee Callaway stated she sees extraordinary work out here all the time, so we may have a hard time describing it.

This request is that the Board approve Salary Schedule as presented

**MOTION:** Trustee Moore

**SECOND:** Trustee DeFoor

Motion passed unanimously.

#### **Information Technology**

##### Authorization to hire CedarCrestone, Inc., to provide consulting services on the implementation of the Workday ERP software suite. (Action)

President Murdaugh said this provides the necessary approval for us to hire CedarCrestone, Inc. and for him to sign a Master Service Agreement and the Statement of Work with them.

This request is for the Board to approve the recommendation to hire CedarCrestone, Inc., on a time and materials basis to provide consulting services on the implementation of the Workday ERP software suite using FDOE Rule 6A-14.0734(2)(g) Exempting IT Purchases from competitive bid: "Information technology resources are defined as all forms of technology used to create, process, store, transmit, exchange and use information in various forms of voice, video and data, and shall also include the personnel costs and contracts that provide direct information technology support consistent with each individual college's information technology plan."

**MOTION:** Trustee Moore

**SECOND:** Trustee Callaway

Motion passed unanimously.

Trustee Messersmith inquired if CedarCrestone was involved with the Broward implementation, with VP Ingberman saying they are and indicating it may give us some significant advantage in economy of scale. Trustee Messersmith asked if we got a financial advantage, with VP

Ingerman stating undoubtedly we did and they will come to us already knowing the types of reports and communications we have to do.

This item further requests that the District Board of Trustees authorize President Murdaugh to sign a Master Services Agreement with CedarCrestone, Inc. and to sign a Statement of Work with CedarCrestone, Inc. for Deployment Services: Workday HCM, Payroll and Financials at a cost not to exceed \$4,100,000.

**MOTION:** Trustee Moore  
**SECOND:** Trustee DeFoor  
Motion passed unanimously.

### **Student Affairs**

#### Policy 10-04, Withdrawal from Traditional College Courses (Action)

President Murdaugh shared this is a grammatical or technical change, since we are removing the word traditional.

This request is for the Board to approve revisions to College Policy 10-04.

**MOTION:** Trustee DeFoor  
**SECOND:** Trustee Moore  
Motion passed unanimously.

#### Policy 10-06, Student Organizations (Action)

President Murdaugh said this change renames certain portions of the campus due to a restructure where we combined Campus and Civic Engagement. Trustee Callaway asked if there was any change other than name, with President Murdaugh indicating we combined Campus Life that dealt with clubs, sports, etc. on campus and the Office of Volunteerism that dealt with the engagement of students off campus.

This request is for the Board to approve revisions to College Policy 10-06.

**MOTION:** Trustee Moore  
**SECOND:** Trustee Callaway  
Motion passed unanimously.

Trustee Messersmith asked if we could return to Tab 19, referencing those students signing up for financial assistance and then dropping classes later to get the money. He asked if allowing two (2) withdrawals removed some of our protective measures. Director Bill Spiers said we look at this on a semester basis so they could get away with this the first semester, but they would become ineligible the second semester.

#### Policy 10-15, Prior Violations Review for Admission to TCC (Action)

President Murdaugh said this is a name change only from Judicial Affairs to Student Conduct and Community Standards, not a structural change.

This request is for the Board to approve revisions to College Policy 10-15

**MOTION:** Trustee Moore  
**SECOND:** Trustee Callaway  
Motion passed unanimously.

Trustee Moore indicated she liked the branding name change.

Policy 10-22, Transfer of Academic Credit (Action)

President Murdaugh said the revision deleted the reference to State Board of Education Rule 6a-14, which was repealed. He shared the revision also updates the credit by exam equivalency recommendations.

This request is for the Board to approve revisions to College Policy 10-22.

**MOTION:** Trustee Messersmith

**SECOND:** Trustee Moore

Motion passed unanimously.

**TCC Foundation**

TCC Foundation Update (Information)

VP Johnston stated from July 1 – December 31, 2013, the Foundation raised a little more than \$417,000. He indicated there are some additional tables in the report this month that show further breakdown by constituencies, type of donor and use of funds as indicated by the donor. He referenced the upcoming February 19<sup>th</sup> *TCC From the Inside Out* event, which is a point of entry for new prospective donors.

Trustee DeFoor stated it appears the healthcare community is a challenging place to raise money, asking about the strategy. VP Johnston said some of these gifts are on an annual basis. He indicated Tallahassee Memorial Healthcare (TMH) is a faithful contributor to our annual campaign, but their gift doesn't usually come in until April. Trustee DeFoor asked if in a future report we could also see the charts in an annualized basis, with VP Johnston indicating he would be happy to do so.

Trustee DeFoor indicated the recently distributed Foundation materials included the Trustees of the Foundation, but not the Trustees of the College. He said by statute the Foundation is a support agency of the college and expressed concerned with the mailing, with VP Johnston indicating they would be happy to comply. Trustee Moore thanked VP Johnston for bringing additional data points, encouraging him to continue with additional information and sharing the Trustees of the College feel an obligation to ensure consistency with policy and direction.

Chair Lamb inquired about a plan to get more alumni and students involved in donations. VP Johnston said they are reinvigorating the Alumni Association this year in preparation for the 2016 fiscal year, with some appeal made to alumni. He indicated that across the country there are statistics that community college alumni are not strong contributors. He said the fund-raising side did not take off here at TCC and that last year Valencia Community College raised only \$21,000 from their alumni.

Trustee DeFoor said we do a good job of asking. Trustee Moore said the alumni are a key constituency for us and are our greatest ambassadors. She said, unlike some community colleges or institutions, we do have most of them still living here in our community and have channels to access them.

Chair Lamb asked that we reconvene at 3:45 pm.

Chair Lamb resumed the meeting at 3:43 pm.

## **BOARD WORKSHOP**

### Reforming Developmental Education

President Murdaugh said this is perhaps one of the most significant things to happen to the college in the foreseeable future, handing off to Provost Sloan and VP Search.

Provost Sloan said the rhetoric that goes around the legislation passed last semester may seem to be hurtful, but the truth is the legislation is exactly what we wanted with one little challenge – we have one semester to completely reform developmental education.

She introduced the people involved with this reform.

- Sharisse Turner, Associate Dean for Communications and College Success in Development Education. Ms. Turner has been here in developmental education since 1988 and wrote articles in 1995 and around the year 2000, times in our history when developmental education was being threatened.
- Dean Banocy-Payne started as a reading teacher in high school and when she came to community college she taught both developmental education and college level courses.
- Dave DelRossi went to college, wasn't quite where he needed to be and then went into the military. He came back to TCC where he started in developmental education and is now our Associate Dean for the Developmental Math Department.
- VP Search started college as an adult at age 28, began teaching in developmental math and then chaired the developmental program.
- Dr. Eddie Stringer, our Chair for Dean for Mathematics, recognized young that he was good at helping others with math and started tutoring in elementary school.
- Provost Sloan started her career teaching developmental education in college.

Provost Sloan stated this is an extremely important public policy piece, with an ongoing discussion about whether every high school graduate should be prepared to enter college level courses or is there some gap in there for those students who are going into careers that don't require traditional college courses or workforce programs. She asked where this left students that did not take a career track in high school or a student who has been out of school for a while and then comes to college.

She said the Florida Legislature listened to a lot of the national debate and reviewed work that shows the harder you push students, the more work you get out of them. She indicated we will now be using multiple measures and looking at it in a different way. She stated Florida will be looked at nationally for passing legislation that allows students to opt-in or opt-out of developmental education.

Trustee Moore confirmed we were still in the Board Meeting, with President Murdaugh indicating the Workshop is now a part of the Board Meeting.

Provost Sloan shared the legislative changes include meta-majors for all students, exemptions for certain students, curriculum reform, advising requirements and annual reporting. She said the legislation requires we get Board approval for our plan, although we will ask the Board to authorize the President to approve the plan since we will revise the plan as new data is received.

She said in 2012 based upon one test, forty-two percent (42%) of the students came to us college ready. She stated thirty percent (30%) needed one (1) to two (2) developmental

classes, sixteen percent (16%) needed three (3) to four (4) and eleven percent (11%) needed five (5) to six (6). She shared overall it takes students two (2) full years to get through the developmental education and indicated only forty percent (40%) finished first level English and math within four (4) years – although almost thirty-five percent (35%) of this group later graduated.

Provost Sloan stated national data shows when students have a goal and know where they are headed, they succeed – therefore the legislature is requiring a meta-major for all students. She shared the legislation also stated any student who started as a freshmen in and graduated from a Florida high school, as well as, active military can be exempt from developmental testing.

She shared the curriculum reform requires:

- modularized instruction (students work only on weak areas in their courses),
- compressed course structures (more content in a shorter time, so we reduced our course credit hours from four (4) to three (3)),
- contextualized developmental instruction (this is for students who cannot assess themselves) and
- co-requisite developmental instruction (for students that are more advanced).

Provost Sloan stated our curriculum goals will be to:

- decrease time spent in developmental education
- increase number of students completing developmental education
- revise gateway course pathways to align with intended majors

She said new placement criteria includes:

- state test scores
- high school GPA 2.6 unweighted or 2.75 weighted
- high school subject area grades (B or higher)
- previous success in high school or college
- additional diagnostics
- preferred learning styles
- meta-major
- student option (exempt students)

Associate Dean (AD) DeRossi shared that meta-major pathways, especially mathematics, are often a deterrent to success. He said it is important for students to know where they are, where they need to be and how they can get to their goals. He stated now we can start students where they left off – by looking at how they did in high school, where they want to go, their motivation level, etc. He indicated we have developed a diagnostic test that covers all the competencies learned in developmental math, but creates an individualized learning plan for the student.

Trustee Messersmith asked when the diagnostic test is administered. AD DeRossi said the hope is that it will be done prior to orientation, by sending students materials in advance. He stated we want to place students based upon their level of competency, so if they do not come to us college ready we will ask them to take the developmental test. Provost Sloan said once the students have a schedule, it is very difficult to get them to change. She indicated those students who decide to enroll in school the week prior to class will be enrolled at the lowest level or they will start at a later date, after taking the developmental test.

Trustee Callaway asked if we would be looking at the impact on personnel and staffing. Provost Sloan said, thanks to President Murdaugh, last year she interviewed all her developmental education faculty to determine their skill levels for teaching college level classes. She shared we have set aside \$50,000 to provide some additional graduate level course work to get some of those faculty ready for teaching at both levels. Trustee Callaway asked with more testing would we need more personnel, with Provost Sloan indicating we are shifting faculty personnel and VP Search will address testing personnel.

AD DelRossi said faculty previously had self-paced and other options available for students, but stated this change in legislation will give us some new pathways. He said we have built some new modular courses for those students who need minimal remediation and are self-motivated. He said we created compressed courses, where we combine the first and second level courses with more direct instruction and hands-on assistance. He said the contextualized courses offer a lot of direct instruction and the students may not be meta-major ready.

Dr. Eddie Stringer shared one of the biggest obstacles for a student is Math 1033, Intermediate Algebra, with about half of the students retaking this course each year. He stated we have tried to be creative and will no longer require this for every major, such as liberal arts. Trustee Callaway asked if the degree program was transferrable to FSU without Math 1033, with AD DelRossi sharing Math 1033 is not taught at the university level – it is an elective credit transfer.

Trustee Callen confirmed the students who need the most remedial education will get more assistance outside the classroom and confirmed with Provost Sloan that faculty would receive professional development so they understand the developmental piece.

Provost Sloan said this plan will require more from students, more from us, decreased cost, increased revenue and us to be more successful. Trustee DeFoor asked what happens to the kids who are smart, but do not know what they want to do yet. Provost Sloan said meta-majors are not required until twelve (12) hours are completed, but even then they can change it. Trustee Callen said we will be raising the bar more for our students.

AD Sharisse Turner shared in one semester we had to revise curriculum, thanking her staff. She indicated that when looking at the curriculum they looked at expense, time and options. She said reading will be just like math; they will offer self-paced modularized courses, compressed courses for mid-level students and contextualized courses which offer units on the various meta-majors and provides direct instruction. She stated writing courses will be offered compressed, web-based compressed, contextualized and co-requisite. She said she was most excited about the co-requisite, which is for those students who have high level skills but do not test well.

Dean Banocy-Payne shared the two programs have a good working relationship; with a liaison that works with both programs, as well as, Library and Learning Commons personnel on the committees. She indicated other college courses will also be affected, with various levels of preparation. She stated some of the students who opt-out of developmental education will need additional information and the Learning Commons will provide more direct support; including workshops in the classrooms, packages of on-line support for teachers to upload to their blackboard site, virtual study rooms, etc. She said one of the electronic book systems allows the access code to go on forever – and she feels we will have lots more options in the future.

VP Search shared that based upon legislative changes; we are required to make sure students really understand the meta-majors for course selection and degree planning. She said we must also identify exempt students, advise them of their options and require written verification of the student options. She indicated the law is in effect already and we have provided the information on our website, although only sixty-one (61) students this spring opted out of developmental education classes.

She stated our current advising placement was based on one standard test score. She reported students were previously required to enroll in a developmental sequence based upon test scores and had to successfully complete the developmental classes before enrolling in gateway courses. She said previously we had no systematic way for early identification of student interests or majors. She shared our AA students have a more general academic plan, with lots of options that has led to excess hours and frequent changes in their major.

VP Search said our goals are to use multiple measures for assessing student readiness; align advising with meta-majors, deliver options and learning preferences; and ramp up early alert and intervention strategies. She stated of the new high school graduates, forty-eight percent (48%) require remediation and shared the percent is even higher for students who have been out of school longer.

Provost Sloan said often students who have been out of school for a while benefit from some of the remediation courses. VP Search showed data on developmental students who change their majors, sharing the greater number of changes the less successful the students usually are. She shared the 2012 Survey of Entering Student Engagement (SENSE) Data indicates we can do a better job of making contact with students earlier, students said they did not have a clear academic plan or pathway, and we could develop a more effective track to college readiness.

VP Search stated we want to give students multiple refresher options; including Massive Open Online Courses (MOOCs), OnlineCollegePrep, The Khan Academy and open online courses through the Learning Commons and Testing Center. She said often we do not know what students' interests are before they get here. She shared that beginning this summer, students via their orientation packet will be directed to SIGI<sup>3</sup> (System of Integrated Guidance and Information), so they are prepared to begin discussion of meta-majors during orientation.

She indicated that during the first semester (although no later than the completion of twelve (12) credit hours); the students will select a meta-major, based upon their career interests, strengths and talent. She stated that advising will become a very individualized process based upon multiple assessments and preferences, with our plan being to contact exempt students prior to orientation – although this is dependent upon the state developing a mechanism by which to identify these students. She shared the academic advisors will be cross-trained in career coaching, disclosing we will track the students who opt-in and opt-out and their success rates through the gateway courses.

VP Search said this has been a huge collaboration between Student and Academic Affairs. She shared some challenges include assuring a successful college experience for students, when we may not have a lot of information about them; an increased workload in many areas and the ability to change student behavior.

She stated that one unintended consequence is if a veteran is exempt but opts-in for developmental education, the Veteran's Administration will not include the classes in their

enrolled status for payment. She disclosed we are trying to find ways to fund the developmental classes for them. Director Spiers indicated about ninety percent (90%) of our veteran students are on financial aid and Title IV financial aid will pay for the developmental classes.

Trustee Callaway asked if we are planning to talk to public schools in advance. VP Search said we will be ramping up this spring and will do training for guidance counselors. Provost Sloan said we do have an option for those students who do not complete the process in advance.

Trustee Callaway said we have done a phenomenal job and everything we have said is in making the student individually successful. Trustee Moore said we are making the student more accountable and, as a business person, she is loving that. She asked that at the next briefing we provide an update on how we are engaging our public school partners, because the Board (as she knows we do) sees that as the key to success. Trustee Callen said the real opportunity is to have the dialogue with the public schools, since the early intervention is also being tackled by them.

Trustee Messersmith said so much of what has been said is just common sense. He said this was a great concept and hoped it really worked, indicating a lot of people in the top percentage of their class do not test well and asking if there is a plan to assist those students. VP Search said if students are tested and diagnosed with test anxiety, the student can get some assistance and accommodations. Trustee Callaway said the student should come with that information, since the problem did not just start here at TCC. VP Search stated students must self-disclose, since by law public schools cannot share that information.

President Murdaugh said we are lucky to have the kind of folks we have working on this project. He said we want this to be a college that makes the college experience a personalized process, indicating our ERP tools should help us be more effective.

New Board Policy 08-11, Developmental Education Implementation Plan (Action)

President Murdaugh asked the Board to vote on this item.

This request is for the Board to approve new College Policy 08-11.

**MOTION:** Trustee DeFoor

**SECOND:** Trustee Moore

Motion passed unanimously.

**PRESIDENT'S REPORT**

None

**NEXT MEETING DATE**

**Monday, February 17, 2014**

Location: **Ghazvini Center**

**ADJOURNMENT**

Meeting adjourned at approximately 5:12 pm.

Minutes approved at regular meeting of the District Board of Trustees on February 17, 2014.

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**Eugene Lamb, Jr.**  
**Chair**

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