

MINUTES
District Board of Trustees
Tallahassee Community College
Herbert F. Morgan Room
Hinson Administration Building
Tallahassee, Florida
Monday, September 21, 2015
2:30 pm - Business Meeting & Workshop

The September 2015 District Board of Trustees meeting was called to order by Chair Callaway at approximately 2:30 p.m.

Members Present: Chair Callaway, Trustees Kilpatrick, Lamb, Messersmith, Moore, Pople and Vaughn

Absent: None

Via phone: None

Others Present: President Murdaugh, G.W. Lupton, Ginny Wagner, Michael Younger, Craig Knox, Calandra Stringer, Mark Wool, Anthony Jones, Audrey Mathews, Bret Ingerman, Bill Bierbaum, E.E. Eunice, Sally Search, Bobby Jones, Chris Summers, Kim Moore, Bert Randolph, Sharisse Turner, Debbie Robinson, Kelsie Newman, Marilyn Dickey, Feleccia Moore-Davis, Alice Maxwell, Candice Grause, Mike Coleman, Marge Banocy-Payne, Dustin Frost, Sarah Smitherman, Karinda Barrett, Lei Wang, Greg Loyd, Dave DelRossi, Monte Finkelstein, D. Wildes, Amy Gaughf, Pat Manning, Sandy Sampson, Byron Dobson, Frank Baglione, Lauren Campbell, Amy Bojaczky, Stephen Brush, Justin Adams, Avinash Kishore, Sachin Mahadik, Melwyn Anil Lobo, Saji Thomas, Sasikumar Neelakantan, Visalakshi Pillai, Dr. Liashram Prabhakar Singh, Dr. Joseph Thanickal, Uma Subramaniam, Thomas Anthony Chakkalackala, Randall Hanna, Dr. Jeffrey Milligan, Priya Jerry, Mayamole Thomas, Niladri Biswas, Akha Mao, E.J. Sangeetha, Anil Salgotra, Dr. Sanjay Chahande and Lenda Kling.

COMMENTS

Board Chair – Chair Callaway welcomed everyone, asking all to stand for a moment of silence and the pledge of allegiance. She recognized the guests from educational institutions in India, indicating it is wonderful to have them here and informing them we love to show off our college. President Murdaugh asked Dr. Milligan and Dr. Hanna to give us a more proper introduction of the visiting group and make comments.

Dr. Hanna indicated he was proud of the work they are doing at Florida State University (FSU) with community college education and educational administrators from other countries. He stated the group today is from India, with a skills initiative to develop a community college system in their country. He shared the group would be visiting the TCC Learning Commons, Advanced Manufacturing Training Center (AMTC) and the Wakulla Center.

Dr. Milligan thanked us for the hospitality and cooperation they have received here at TCC over the past two (2) years. He said they are working with countries that are in the process of establishing something similar to our community college system, with a focus on workforce training and marketable skills, so their economies can advance.

Board Members – None

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President – President Murdaugh thanked Dr. Milligan and Dr. Hanna for choosing to bring the group to TCC. He invited the guests to make contact with the people representing the college for any questions they might have. He expressed his thanks to the Trustees for continuing to be engaged in things, including those things outside the Board meeting.

APPROVAL OF MINUTES

Chair Callaway asked if there were any comments and requested a motion to approve the minutes of the August 24, 2015 Board Meeting.

MOTION: Trustee Moore
SECOND: Trustee Lamb
Motion passed unanimously.

INFORMATION AND NEWS ITEMS

Director Maxwell thanked the *Tallahassee Democrat* for a recent article about TCC joining forces with future entrepreneurs. She introduced news clips about promoting entrepreneur programs, the bachelors of science in nursing (BSN) approval for TCC, the Florida Public Safety Institute (FPSI) National Missing Children's Day seminar, and a Channel 22 story about the bright futures scholarship program funded primarily by the Florida lottery,

President Murdaugh shared that on the day the BSN program was approved by the State Board of Education somewhere around noon (without any announcement on our part); we received over fifty (50) phone calls. Dean Nied indicated we received an additional seventy-five (75) calls the next day. She said we are still not in a position to accept applications, since we must get approval from our accrediting body. She stated there has also been more interest in the AS, since students can stay at TCC for their BS.

UNFINISHED BUSINESS

None

PUBLIC COMMENT OR PRESENTATIONS

President Murdaugh welcomed Mr. Mark Wool, National Weather Service, and G.W. Lupton to speak about our StormReady designation. Mr. Wool congratulated TCC on the award, indicating he was not aware of another two-year institution in the state with this designation. Mr. Lupton shared we are second (2nd) in the region, behind FSU where the program is housed.

President Murdaugh said this is important to our institution, emphasizing our attention to the safety for our students, faculty, staff and visitors. Trustee Messersmith asked if we have a weather system on campus tied into the Emergency Management System, with Mr. Lupton responding we do not but are trying to get some form of early warning on campus.

President Murdaugh mentioned the October 5th birthday of Trustee Messersmith, wishing him an early happy birthday.

NEW BUSINESS

Approval of Consent Agenda

Chair Callaway asked if there were any requests for the Consent Agenda with none received. She requested President Murdaugh further elaborate on the Contracts and Grants items listed under Tab 6. President Murdaugh stated we administer a number of grants either as a provider

of services or as fiscal agent. He shared many of these are administered out of FPSI, which does so much more than just training.

MOTION: Trustee Vaughn
SECOND: Trustee Pople
Motion passed unanimously.

Administrative Services

Construction Status Report (Information)

Director Wildes reviewed the information provided in his report, focusing on the Wakulla Environmental Institute and the Gadsden Center.

Fund Analysis - August (Information)

Chair Callaway said we are in a good position.

Disposition of Surplus property asset (Action)

Chair Callaway asked for comment with none received.

This request is for the Board to authorize staff to dispose of this surplus and obsolete property item in accordance with the procedures identified in Florida Statutes, section 274.05 and 274.06.

MOTION: Trustee Kilpatrick
SECOND: Trustee Pople
Motion passed unanimously.

Professional Services Contract – Legal Services (Action)

President Murdaugh said the current attorney indicated he would be happy to step out of the room during this discussion, if the Board desired. Chair Callaway asked for Board comment, with the Board responding it was okay for him to stay.

She thanked VP Wills for doing a professional job of researching, investigating and gathering information; then reducing it down to a viable recommendation.

This request is for the Board to approve the College to negotiate a professional services contract for legal services with Andrews, Crabtree, Knox & Andrews, LLP, effective November 1, 2015.

MOTION: Trustee Messersmith
SECOND: Trustee Vaughn
Motion passed unanimously.

Workforce Development

Manufacturing Month Proclamation (Action)

VP Moore said this is an opportunity to put additional focus on the AMTC and the work that is being done.

This request is that the Board issue a proclamation in support of the many efforts underway to address the manufacturing industry/sector.

MOTION: Trustee Lamb
SECOND: Trustee Moore
Motion passed unanimously.

Authorization to Terminate (Action)

President Murdaugh said when the Department of Corrections (DOC) opened the Reentry Center at the Florida Public Safety Institute (FPSI), they contracted with The Unlimited Path of Central Florida to provide mental health and other services. He shared we entered into a sub-contract with The Unlimited Path of Central Florida, specifically to address skills and literacy training programs.

He shared that recently he met with the Director of The Unlimited Path of Central Florida to share that for them to be successful; we need to terminate our sub-contract and allow them to find a partner or employees to provide those services. He said we found ourselves in a place where this is far too time-consuming for our staff and after lengthy conversations with VP Moore, decided this was the right thing to do to move forward.

VP Moore said we are committed to this group and will continue to look for opportunities. She stated during our involvement from March 2014 to present; three hundred thirty-one (331) inmates were served, five hundred twenty-six (526) industry recognized certificates were delivered and we ranked fifth (5th) in GED completion among the eighty-nine (89) institutions with which DOC works. She emphasized it is important we do not move away from our core operations.

Trustee Messersmith confirmed DOC is the contractor and the mission for us was to enhance the skills of that population. He asked if we can shape the transition to assure the appropriate guidelines are met by the new provider.

President Murdaugh said DOC contracts with The Unlimited Path of Central Florida and this contract spells out the requirements for the services, indicating he is confident The Unlimited Path of Central Florida can do that. He shared he had a conversation last week with DOC Secretary Jones and that we are still on track for piloting an Associates degree program for inmates.

Trustee Kilpatrick inquired about the number of employees impacted, with VP Moore responding there are thirteen (13) and reminding everyone of the transition plan. Trustee Kilpatrick thanked everyone for the implementation of the plan.

This request is for the Board to extend authorization to President Murdaugh to initiate a notice of contract termination that complies with the terms stated in the contract. Additionally, to implement a transition plan for impacted employees up to and including, 1st right to an interview for positions currently available at the College.

MOTION: Trustee Pople
SECOND: Trustee Messersmith
Motion passed unanimously.

TCC Foundation

TCC Foundation Update (Information)

VP Mitchell stated the dollars reflected in the financial report this month are lower than this time last year, indicating that last year at this time we had received donated medical supplies for the surgical technology program when Dr. Deeb closed his office. She continued that by this time last year we had also received the Florida College System matching scholarship dollars, although this year we have not yet found a time that works for their presentation to the Board.

TCC Foundation – Naming Opportunity (Action)

VP Mitchell said when Dr. Deeb closed his office last year; he donated all his medical supplies to the Ghazvini Center for Healthcare Education and they would like to rename the surgical lab for Dr. Deeb and his family.

This request is for the Board to approve the naming of the surgical lab at the Ghazvini Center for Healthcare Education to the Al Elias Deeb, MD and Family Surgical Services Lab.

MOTION: Trustee Moore

SECOND: Trustee Pople

Motion passed unanimously.

She indicated at the most recent TCC Foundation Alumni event, some people signed up for Alumni and Friends and for the upcoming Irish tour.

BOARD WORKSHOP

Leveling the Playing Field

Creating Choices for Students through the Use of Technology

Provost Feleccia Moore-Davis indicated she would be talking about leveling the playing field for students through technology, indicating technology can create opportunity and equalize educational disparity.

She said in a recent study Tallahassee ranked number one (#1) in economic segregation – based on income, education and occupation. She shared the poverty rate in Tallahassee is higher than the State of Florida – twenty-five percent (25%) vs. thirteen percent (13%), stating for students this translates into lack of success, persistence and ultimately completion.

Provost Moore-Davis said the student completion rate over a four (4) year period is less for Pell eligible students than for those students who are not Pell eligible. She displayed a list of items depicting what it may mean to our students living in poverty, such as living without a checking account, electricity, a home phone, a car, etc. She shared that TCC has responded with the Eagle Nest food pantry, role models and mentors, access to laptop computers, emergency funding, counseling and homeless waivers.

She stated one of our top strategic initiatives is student access and we have responded through Open Educational Resources (OER), which is free and licensed. She said many of our high school students and the class of 2015 (during their last two (2) years of high school) did not have a high school textbook. She emphasized OER will save our students money.

Provost Moore-Davis shared that since 1977, the cost of textbooks has increased one thousand percent (1,000%). She said moving to digital content will increase access, support equity and level the playing field for our students. She indicated textbooks can be up to fifty percent (50%) of the cost of tuition at community colleges, stating if just one (1) book is replaced with an OER students nationally can save more than one billion four hundred million dollars (\$1.400,000,000) annually (per the American Association of Community Colleges).

She said in the natural sciences we have moved to IncludED, an open educational resource. She indicated there is a nominal fee assessed to our students for textbook and/or online resources, which ensures students have course materials on the first day of class. She shared

it was implemented this semester for high enrollment courses, saving our students more than one hundred thousand dollars (\$100,000).

Provost Moore-Davis shared that in math we moved to MOM (My Open Math), accessible through the Canvas Learning Management System. She stated faculty created the online assignments for two (2) courses using an open resource plan. She said students are assessed a five dollar (\$5) fee per course, instead of the one hundred sixteen dollar (\$116) for the My Math Lab course materials. She stated this semester students in these courses are saving a total of two hundred sixty-six thousand five hundred dollars (\$266,500).

She stated that fifteen (15) Associate in Science degree programs, serving over a thousand (1,000) students, are using IncludED with a total savings of two hundred twenty-eight thousand six hundred forty-seven dollars (\$228,647). She concluded that for TCC students the savings have totaled more than half a million dollars (\$500,000) this semester. She introduced two (2) students, LaShawn Scarlett and Sinclair Madry, who are using the new approach.

One of the students indicated he graduated high school in 1995, but did not come back to school until recently. He said although his teacher did a good job of explaining, often he didn't understand and the OER gives him more time to learn. The other student said he had been out of school for fifteen (15) years and without the math lab, his grades would be much lower.

Trustee Messersmith asked the students if the material is in a format even easier to understand than someone explaining the material to them. They responded mostly; indicating that although there is a lot of discussion in the math lab, the videos can be rewound so they can repeat things. Trustee Kilpatrick confirmed it serves as an online tutor.

Chair Callaway indicated TCC loves the students who come back to school. Trustee Moore assured them we were not taking anything away, asking the students what they plan after TCC. One of them said he hoped to transfer to FSU or UCF, where he could become a computer forensic technician. The other stated he is planning to transfer to FAMU.

President Murdaugh recognized Faculty member John Salek. Mr. Salek thanked the students; indicating they work forty (40) hours a week, have children and take classes. He shared when asked; the students had no hesitation in being at this meeting. He said this product is a compilation and includes over one thousand five hundred (1,500) years of teaching experience from TCC. He shared he is happy to see this product is available and free.

Provost Moore-Davis said this is also about virtual resources – library online and virtual learning commons, which has received more than forty-seven thousand (47,000) views. She indicated distance education is an unrealized opportunity, since we are behind state averages. She stated we want to move from distance to online learning; imparting this can contribute to our enrollment growth, expand our reach to surrounding communities and facilitate student success.

She said education is a true equalizer for our community and we are committed to bringing education to wherever there is a need in our community – making it accessible and affordable.

Trustee Kilpatrick asked for further information about our online plans. Provost Moore-Davis indicated there are students not engaged online, so we want to expand the number of courses and programs in an online format. She stated we want to expand strategically, so it is a quality

education experience -- this is not a video course, it is learning online. Chair Callaway said the Provost debut was wonderful.

Trustee Messersmith inquired if the virtual learning commons would lessen the need for the current Learning Commons. Provost Moore-Davis said, if anything, it would expand the use since students could access 24/7. Trustee Messersmith confirmed the virtual learning commons is a part of our on campus learning commons.

President Murdaugh said Provost Moore-Davis made some observations as she came onboard; indicating the rebranding of distance to online learning is an important distinction we can make. He shared technology can become a differentiator for our college, starting with the Digital Focus QEP and migration to Workday. He disclosed that she picked up on the economic segregation in the press, indicating technology is a way to change the conversation. He stated he believes this is a tremendously important emerging strategy.

PRESIDENT’S REPORT

He shared we are conducting the interviews for VP of Student Affairs this week, with the campus very engaged in the process. He referenced several upcoming events, mentioning Trustee Moore usually submits photos for the International Student Organization calendar.

NEXT MEETING DATE

October 19, 2015

Location: **Main Campus**

ADJOURNMENT

Meeting adjourned at approximately 3:36 p.m.

Minutes approved at regular meeting of the District Board of Trustees on October 19, 2015.

Donna Callaway
Chair

Jim Murdaugh, Ph.D.
President