

MINUTES
District Board of Trustees
Tallahassee Community College
Herbert F. Morgan Room
Hinson Administration Building
Tallahassee, Florida
Monday, November 16, 2015
2:30 pm - Business Meeting & Workshop

The November 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 and Pople.

Absent: Trustee Vaughn

Via phone: None

Others Present: President Murdaugh, Rob Hall, Ginny Wagner, Bret Ingerman, Judy Green, Kalynda Holton, Anthony Jones, Gloria Mitchell, Josh Willoughby, Calandra Stringer, Kelsie Newman, Kate Stewart, E.E. Eunice, Sally Search, Craig Knox, Monte Finkelstein, Bill Spiers, Greg Loyd, Bobby Jones, D. Wildes, Sarah Smitherman, Alice Maxwell, Lei Wang, Marge Banocy-Payne, John Schultz, Adelina Mitchell, Dave DelRossi, Frank Baglione, F. Davis, Kim Moore, Bill Oliver, Todd Sperry, Martin Balinsky, Deborah Robinson, Pam Butler, Pam Stewart, Tavaris Eberhart, John Padgett, Ted Stratton, Corey Jones, Audrey Mathews, Byron Dobson, Jessica Bakeman, Chris Summers, Amy Gaughf, Kris Reeves, Justin Adams, Patricia Manning 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 said the moment of silence was even more important today, with the events that have recently happened.

Board Members – Trustee Moore thanked the President for taking them to the Trustees Meeting and AFC Conference, indicating he puts professional development opportunities in front of them on a regular basis. She said the trip confirmed how much continues to be done here at TCC. She stated the Parade of Flags is always one of the highlights of the year for her.

Trustee Lamb said he always learns something at the conference, indicating the other schools cannot compare to TCC.

Trustee Messersmith indicated after the Parade of Nations he went to the Learning Commons, indicating there is so much specialization of help there and it is incredible.

Trustee Kilpatrick said the young lady representing France today had two friends that were recent victims in Paris. He stated he thought it was phenomenal for her to be engaged today.

Chair Callaway said the students, despite the sadness of the recent Paris event, were united and spoke to them in native languages. She shared the main speaker at the event told about his experience at a community college and the alumni speaker told everyone about his experiences at TCC.

President – President Murdaugh recognized Chancellor Madeline Pumariega and Commissioner Pam Stewart, indicating the Chancellor has rather quickly become an amazing voice on behalf of the college system – which is much appreciated. He shared he was personally grateful they had taken the time today to make the presentation to the college.

Commissioner Stewart said this is her first time visiting a College Board meeting, indicating she has some friends serving on our board. She indicated when you retire you don't really retire – you become very busy serving on many boards. She said being able to do this in the capitol city is wonderful, indicating we do not often think about all the diversity that is right here.

She indicated at the recent conference that Governor Scott challenged the colleges to a 100% (one hundred percent) graduation rate, with President Murdaugh leading the unanimous vote. She shared we have one of the best college systems in the country, something of which we should all be very proud.

Commissioner Stewart shared the Florida College System Foundation scholarship is thanks to Florida Blue, the Helios Education Foundation and the Bank of America. She said she is the voice for students that have no voice, thanking all the Trustees, Pam Butler and the Chancellor. She shared this year they have awarded nearly \$1,000,000 (one million dollars) in scholarships to the 28 (twenty-eight) Florida colleges, with TCC receiving more than \$31,000 (thirty-one thousand dollars). She thanked all the companies for their generous donations and their commitment to helping Florida students.

She introduced Angelina Liu, Delmy Saracay Pineda and Ashley Singletary – sharing some information about each of them. Angelina said she was born in China and is still learning English, indicating everyone has been very helpful and she is appreciative. She stated she is studying civil engineering, because she likes science and math.

Delmy shared she came here with her parents when she was in 3rd (third) grade, so they could give her a better life. She indicated her family was always telling her education is the best way to succeed in life. Ashley stated she is a returning student and very grateful for the scholarship, since it helps with the child care for her 3 (three) and 4 (four) year old children.

Commissioner Stewart asked the President, Board Members, students and others to join her for a photo and the presentation of the check.

APPROVAL OF MINUTES

Chair Callaway asked if there were any comments and requested a motion to approve the minutes of the October 19, 2015 Board Meeting.

MOTION: Trustee Moore

SECOND: Trustee Lamb

Motion passed unanimously.

INFORMATION AND NEWS ITEMS

Director Maxwell said we had the Florida Channel, *Tallahassee Democrat* and WCTV on campus for the Parade of Nations. She introduced several news stories including the Friday only class schedules, the 100% (one hundred percent) graduation challenge by Governor Scott and a couple of Veteran stories.

UNFINISHED BUSINESS

None

PUBLIC COMMENT OR PRESENTATIONS

President Murdaugh recognized John Schultz, asking him to describe some new winnings. Mr. Schultz said he had the privilege of serving as the Director of Forensics (our Speech and Debate Teams), indicating we had a good semester. He introduced Adelina Mitchell, one of the team captains, who received an overall speaker award in her category and a scholarship offer to Eastern Michigan University.

Adelina Mitchell stated this was her 2nd (second) year competing, indicating we won division at Alabama University and in Peoria, IL and placing 9th (ninth) overall. She said in Jacksonville we placed 2nd (second) overall and received a quality award. She thanked the coaches, John Schultz and Justin Adams, for the work they do. Trustee Messersmith said we never get tired of seeing Mr. Schultz and they are exceptional at what they do.

NEW BUSINESS

Approval of Consent Agenda

Chair Callaway asked if there were any requests for the Consent Agenda with none received.

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

Academic Affairs

College Policy Addition (Action)

Chair Callaway said this is an addition, which will be good for retiring faculty. President Murdaugh said this is a really good news item, with recognition of the outstanding faculty who retire from this institution. He indicated this has been in the works for some time and recognized Dr. Martin Balinsky, former Faculty Senate Chair. Dr. Balinsky stated this is a real recognition for faculty retiring in good standing.

Trustee Lamb stated he thought this was a very good compliment to those who have put in the time. Trustee Messersmith confirmed this is not automatic, but that they would need to be nominated – indicating this is an excellent idea.

Provost Moore-Davis said this is an honor for our faculty and the great work they do. She thanked Dean Anthony Jones, who was Faculty Senate Chair when the idea was presented.

This request is that the Board approve the addition of Policy 05-21.

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

Administrative Services

Construction Status Report (Information)

Director Wildes said both of our construction sites are in the home stretch, with the Wakulla Environmental Institute scheduled for completion on December 23rd and the Gadsden Center on January 27th. He shared the Capitol Center 1st (first) floor is now in the design phase.

Fund Analysis - October (Information)

VP Wills stated the expenses are a little ahead due to the way expenditures occur, however they will balance out as we continue throughout the year. President Murdaugh stated our expenses are still lower than our revenue.

Certificate of Final Inspection for the FPSI Berm Remediation Project (Action)

Chair Callaway asked if there were any questions, with none received.

This request is for the Board to approve the Certificate of Final Inspection, OEF Form 209, for the FPSI Berm Remediation project.

MOTION: Trustee Messersmith

SECOND: Trustee Kilpatrick

Motion passed unanimously.

TCC Foundation

TCC Foundation Update (Information)

VP Mitchell said the campaign is at \$1,500,000 (one million five hundred thousand dollars).

She introduced Bill Oliver and Todd Sperry, indicating they are presenting the first building and construction scholarship this year and asking the Board to join them in a photo. Mr. Oliver and Mr. Sperry stated they believe in the mission of TCC and are thrilled to see TCC get involved in construction.

VP Mitchell introduced the current campaign video. She stated last year the Foundation allocated \$281,000 (two hundred eighty-one thousand dollars) in scholarships; this year so far they have allocated \$222,000 (two hundred twenty-two thousand dollars) with another \$250,000 (two hundred fifty thousand dollars) to go. She said this is due to the work of the staff and the generosity of the donors, thanking everyone for their support.

BOARD WORKSHOP

Safety and Security at TCC

Fostering a Safe Environment at the College

President Murdaugh said this does not have anything to do with the recent events in France. He indicated this conversation began with the legislation that was proposed about carrying concealed weapons on campus. He stated a lot has happened on our campus to prevent and prepare for incidents, sharing we wanted to bring everyone up to speed on what is happening before the next legislative session begins in January.

Chief Summers said we should walk away today with a better understanding of how TCC is connected. He shared mass shootings at schools have changed how school administrators prepare for (and hopefully prevent) dangerous incidents on campuses. He stated the active shooter incident at Virginia Tech became a catalyst for change here at TCC, with our focus centered on prevention and awareness. He displayed a map of the approximate 140 (one hundred forty) school shootings that have occurred nationwide.

He shared Prevention includes:

- Regularly convene TCC Safety & Security Committee
- Maintain physical space

- Foster relationships with local, state and federal agencies
- Facilitate training to ensure preparedness
- Connect through student and employee orientation
- Host Safety & Wellness Day

Director Eunice said the committee is made up of 19 (nineteen) people consisting of faculty, staff and students. He indicated they meet 4 (four) times a year to discuss all areas of safety and security, with the members reporting the information back to their areas. Chief Summers said the committee is multi-disciplinary, each bringing their own area of expertise and observations.

He shared that the last meeting included discussion on a joint terrorism task force and the latest trends/issues, indicating it is difficult to keep current since it is ever evolving. He said there is a concerted emphasis to reach out to those individuals susceptible to the terrorist message via a social media network for recruiting, then switch to a secure network for communication.

Director Eunice said there have been many ideas from the committee, such as additional area lighting and locking mechanisms on doors. Chief Summers stated we are moving to LED lighting in the parking lots, sharing VP Mitchell was instrumental in bringing in an outside person to provide information on new innovations in lighting.

He presented a video of the TCC Police Department, disclosing the department is certified by the State of Florida. He said we have a good Building Management Program (referencing the quick reference guide distributed) and good relationships with the Department of Emergency Management, Leon County Emergency Management, fire and other local departments. Director Eunice said TCC is one of approximately five (5) Florida colleges with sworn police officers – not just public safety.

Chief Summers shared Intervention includes:

- Intervene in situations and engage:
 - Behavioral Intervention Team
 - Mental Health Services
 - Disability Support Services
 - Student Judicial Services
 - Employee Assistance Program
- Continually assess threats
- Update Student Conduct Reporting System

He indicated each of the departments in Student Affairs act individually and work together collaboratively with students to solve problems. He stated there is a student code of conduct that applies at all times, not just when the student is on campus.

Chief Summers said Mental Health Services has implemented signed student waivers so we can directly communicate with their mental health providers. He shared the Behavioral Intervention Team meets monthly and includes faculty, student affairs personnel and human resources personnel. Director Eunice indicated a threat assessment could come from a note or drawing found by an instructor, which is referred to the police.

He stated Response includes:

- Follow Emergency Management Plan
- Exercise response agreements with local, state and federal agencies
- Inform campus community and external audiences through:
 - Communications & Marketing
 - RAVE Alert system
 - Signal towers
 - Classroom direct dial to TCC Police

President Murdaugh asked that all Trustees not currently on RAVE get signed up for the system.

Chief Summers stated Recovery includes:

- Maintain Continuity of Operations Plan (COOP)
- Work with local, state and federal agencies
- Work with, inform and update campus community
- Provide support for impacted individuals
- Review with Safety & Security Committee

Director Eunice said there is an emergency operations command center at the police department, where we can look at every building on campus.

Chief Summers shared the next steps include:

- Develop departmental emergency management plans
- Expand training
- Continue communication across campus community and facilitate sharing of information
- Survey advances in tools, techniques and technology

He shared there is no finish line; indicating we will continue to move forward and revise processes to make our campus safer. He stated we have individual safety and awareness classes, where students learn how to defend themselves. He disclosed each of our officers go to a 40 (forty) hour class on crisis intervention.

Dean Jones shared the weather station is up and operating, indicating we are looking for some additional software. Chief Summers said we will also be working on lightening detection. Trustee Kilpatrick asked if this was part of the weather STEM program, with Dean Jones saying this is being done by our in-house meteorologist and others.

Director Eunice thanked all those who provided information for the presentation.

Trustee Messersmith confirmed we have regular campus foot patrols throughout the day. Chief Summers said our peak hours are 10:00 a.m. – 2:00 p.m., when the officers go to the common areas. He said we have 2 (two) Segways, golf carts, a bike officer and other things.

Trustee Messersmith encouraged others to tour the Police Department, indicating the camera area is quite impressive. Chair Callaway confirmed we have someone monitoring the cameras continuously. Director Eunice indicated there are more than 150 (one hundred fifty) security cameras.

PRESIDENT'S REPORT

President Murdaugh recognized Dean Marge Banocy-Payne, who received a very special recognition at the Association of Florida Colleges (AFC) meeting (although she was not in attendance). He indicated she was inducted into the Student Activity Association Forensics Hall of Fame. Dean Banocy-Payne said the award was for her support of the Forensics Team over the past 18 (eighteen) years; indicating this is transforming for students and one of her favorite things.

President Murdaugh recognized Dave DelRossi on behalf of the AFC. Mr. DelRossi thanked the Board Members that were in attendance, stating the TCC Chapter is becoming more active and received a silver award for our activities.

President Murdaugh indicated we will send out a long list of upcoming events. He wished Trustee Moore an early Happy Birthday.

NEXT MEETING DATE

Tuesday, January 19, 2016

Location: **Main Campus**

ADJOURNMENT

Meeting adjourned at approximately 4:28 p.m.

Minutes approved at regular meeting of the District Board of Trustees on January 11, 2016.

Donna Callaway
Chair

Jim Murdaugh, Ph.D.
President