

MINUTES
District Board of Trustees
Tallahassee Community College
444 Appleyard Drive
Tallahassee, FL 32304
Monday, November 21, 2016
2:30 pm - Business Meeting

The November 2016 District Board of Trustees meeting was called to order by Chair Pople at approximately 2:30 p.m.

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

Absent: Trustee Vaughn

Via phone: None

Others Present: President Murdaugh, Lenda Kling, Ginny Wagner, Heather Mitchell, Craig Knox, Don Herr, Chris Dudley, Bob Ballard, Lei Wang, Scott Cason, Derrick Stephens, Bret Ingerman, Diane Garrard, Calandra Stringer, Bill Bierbaum, Bill Spiers, Frank Mix, Kim Allen, Mike Coleman, Haley Hall, Ranie Thompson, Ysonde Jensen, Steven Soloman, Matt Hansard, Gregory Cochran, Kim Moore, Audrey Mathews, Kendrah Richards, Bobby Jones, Rob Chaney, Samantha Reilly, Regan Ward, Jasmine Green, Monte Finkelstein, Amy Bradbury, Barbara Wills, Marcus Nicolas, Brandi Elliott, Stephanie Soloman, Rick Frazier, Wendell Johnson, Lori Livingston, Rob Hall, Justin Adams, Alice Maxwell, Pat Manning, Chris Summers, Carmy Greenwood, Dustin Frost, Amy O'Donnell, Bryon Dobson, Patrick McDermott, Al Moran, and Scott Balog.

COMMENTS

Board Chair – Chair Pople welcomed everyone, asking all to stand for a moment of silence and the pledge of allegiance. He announced Trustee Kilpatrick's upcoming birthday on January 4th. He said the Parade of Nations is always exciting, sharing it is impressive to see the number of international students and the way they work together.

Board Members – Trustee Callaway echoed his comments about the Parade of Nations.

Trustee Kilpatrick agreed with the Parade of Nations comments. He indicated Chair Pople is a really good speaker, stating he recently heard the Chair speak about leadership and the skills needed. Trustee Kilpatrick shared he was astounded by the talent here at TCC, encouraging everyone to attend the production of *The Crucible* which was well done.

Trustee Moore acknowledged and thanked the President and Trustees, indicating we had the largest representation of Trustees at the recent Association of Florida Colleges (AFC) Annual Meeting in Orlando. She stated President Murdaugh was one (1) of approximately three (3) Presidents that attended the entire Trustee Commission section of the conference. She asked Trustee Lamb to share the details of his son's amazing promotion.

Trustee Lamb stated his son was promoted to a top executive position in the Cincinnati, Ohio corporate offices of Fifth Third Bank. He said Trustee Moore did a super job at the meeting in Orlando and shared there was lots of good discussion at the SAYFIE Conference.

President – President Murdaugh said he is always amazed with the events the Trustees attend that support the college, thanking them and indicating he never takes it for granted. He shared Trustee Moore is Chair of the Trustees Association for all Florida colleges this year, indicating this was the best agenda for Trustees he has seen while he has been President.

APPROVAL OF MINUTES

Chair Pople asked if there were any comments and requested a motion to approve the October 24, 2016 Presidential Evaluation Follow-up Meeting Minutes.

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

Chair Pople asked if there were any comments and requested a motion to approve the October 24, 2016 Board Minutes.

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

INFORMATION AND NEWS ITEMS

Director Maxwell introduced video clips on the Moore Veterans Leadership Academy, Paychecks for Patriots, Florida Public Safety Institute (FPSI) Advanced Training on Boating Accidents, Fire Academy Emergency Response Simulation, National Association for Community College Entrepreneurship (NACCE) award, Achieving the Dream (ATD) business winner and International Education Week Parade of Nations.

UNFINISHED BUSINESS

None

PRESENTATIONS

VP Mitchell said that each month Chancellor Pumareiga, Florida College System (FCS), selects one student who demonstrates leadership skills, academic success and commitment to community service through campus involvement. VP Mitchell introduced Haley Hall as the FCS Foundation September Scholar of the Month and shared some of Haley's accomplishments, presenting her with a certificate and stating she will receive a money award.

VP Mitchell stated in a Sunkist/Schweppes tuition competition, students from fifty (50) institutions across the country entered via text – with five hundred (500) TCC students participating. She indicated TCC winner, Reanna Bowman, was unable to attend this meeting. VP Mitchell shared Pepsi representatives, Scott Cason and Derrick Stephens, are here and the five hundred dollar (\$500) scholarship will be transferred into the student account tomorrow.

VP Mitchell stated Thomson Brock Luger & Company is donating twenty-five thousand dollars (\$25,000) for the renovation of an accounting classroom. Mr. Matt Hansard introduced Mr. Greg Cochran, a new partner in their firm, sharing that Mr. Cochran's daughter is a freshman here and is in the production of *The Crucible*.

VP Mitchell shared Southern Strategy Group is sponsoring a classroom renovation for a special reason, recognizing Mr. Chris Dudley. Mr. Dudley stated they have a long partnership with TCC and this donation is to memorialize Ms. Stacey Webb and her passion for the community college system.

Foundation Board President Butler stated sixty percent (60%) of our students receive some type of financial aid and seventy percent (70%) work part-time to help support their education. She shared an anonymous donor has made the largest gift that TCC has ever received, one that will have a significant impact on the number of students we can assist. She disclosed the pledge is seven million eight hundred fifty-nine thousand fifty-one dollars (\$7,859,051) to support student success, saying we are thrilled it has been made during our fiftieth (50th) anniversary year.

VP Mitchell stated on December 1st the campaign total will be announced, thanking Foundation Board President Butler, Trustee Moore, President Murdaugh and the TCC Foundation staff.

VP Wills indicated Campus Police has received law enforcement reaccreditation by the State of Florida, recognizing Chief Summers. Chief Summers said this is our first reaccreditation and expressed his appreciation for everyone's support. President Murdaugh said we are one of only a few colleges in the State of Florida that has a Police Department and accreditation is not a requirement, but something we chose to do – thanking the Chief.

President Murdaugh shared our cross-country team has just completed their first season, with amazing successes. The team members in attendance introduced themselves, with Director Chaney recognizing the members and Coach that were unavailable. He disclosed this sport is unique in that it competes with multiple teams at each meet, thanking President Murdaugh for supporting the new program. President Murdaugh said this is the first (1st) new sport we have added in twenty-one (21) years, indicating we have asked Director Chaney to develop year-round athletics to boost enrollment – stating our athletes do well academically.

NEW BUSINESS

Approval of Consent Agenda

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

MOTION: Trustee Messersmith

SECOND: Trustee Moore

Motion passed unanimously.

TCC Foundation

TCC Foundation Update (Information)

VP Mitchell stated they have three (3) more events this year, indicating she would be happy to answer any questions. Chair Pople thanked her for everything she has done.

Academic Affairs

17-18 Collegiate High School Agreements (Action)

Chair Pople shared this is an action item.

This request is for the Board to approve the 17-18 Collegiate High School agreements.

MOTION: Trustee Lamb

SECOND: Trustee Moore

Motion passed unanimously.

Trustee Messersmith asked for clarification between programs; with AVP Stringer stating dual enrollment is three (3) to eleven (11) hours, early admission is twelve (12) to fifteen (15) or more, with special permission, and collegiate high school is another name for early admission.

Academic Programs and Course Changes (Action)

Chair Pople stated this is a new program.

This request is that the Board approves the recommendation for academic course and program changes for Spring 2017 as attached.

MOTION: Trustee Moore

SECOND: Trustee Lamb

Motion passed unanimously.

Administrative Services

Fund Analysis - October (Information)

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

Construction Status Report (Information)

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

PUBLIC COMMENT

None.

WORKSHOP

Grants & Contracts

President Murdaugh indicated Chair Pople asked some time ago about a workshop on Grants & Contracts. He stated we want to provide an idea of the magnitude and scope of the things we do and an opportunity to ask any questions about the grants and contracts we have.

VP Wills shared we have a relatively new team in this area. She said Steven Solomon, Grants and Special Projects Director, has been in the Foundation Office for a little more than a year – sharing he determines our need and pursues external funding. She stated Amy Bradbury, Contracts and Grants Administration Director, has been here four (4) months and hones in on the purpose of what we do and why we do it.

Director Bradbury disclosed that in preparation for this presentation they reviewed the strategic plan, indicating that stewardship really stood out to them. She shared that Director Solomon increases external funding, while she focuses on leveraging state and federal funds to demonstrate a sound return on investments.

Director Solomon stated he has the opportunity to go out and establish partnerships with others at the national, state, regional and local levels. He shared he has applied for forty-three (43) grants since he has been here, indicating they are currently looking for funding for the new truck driving and other programs.

Ms. Lori Livingston, Director of the Educational Talent Search Program, indicated this is one of the federal TRIO programs that assist low income and first generation students. She said this one million two hundred thousand dollar (\$1,200,000) grant over five (5) years currently serves more than five hundred (500) Gadsden County students each year in grades six (6) through

twelve (12). She shared their services prepare the students for college and more than eighty percent (80%) of those who graduate high school choose to attend TCC.

Director Solomon said our plan is to pursue other areas under the TRIO programs, especially for veterans and math/science. Trustee Callaway asked with whom we are working at the school level, with Director Livingston responding it depends upon the specific school. Trustee Callaway inquired about student criteria for the program, with Director Livingston stating they must be first generation, meet federal low income guidelines and have a need for services.

Trustee Moore inquired about tracking the students through graduation. Director Livingston indicated the program is not funded to continue services after high school; however we do track them through college completion. Trustee Messersmith asked if we had been doing this long enough for successful tracking. Director Livingston stated we have information and could get archival data; however this is a new objective and the first time the grant has mandated.

Mr. Wendell Johnson, Director of Title III, said they supplement and bolster the twenty-three (23) programs already here on campus, such as the Gateway course redesign and High Impact Practice (HIP) workshops. He shared this year they had fourteen (14) faculty members spend six (6) months developing new practices, then teach those practices to other faculty. He stated they also work with students who have not decided on a major before they reach their eighteen (18) hour requirement.

Trustee Lamb confirmed this is all done through grants, with Director Johnson indicating this is a five (5) year, two million two hundred thousand dollar grant (\$2,200,000). President Murdaugh said Title III is only one (1) of a handful of grants that all colleges try to get, although not all colleges receive. He stated we are fortunate to get these funds, and the level of resources available, to make changes within the college. Trustee Moore confirmed we are in the third (3rd) year of the grant.

Trustee Messersmith inquired about tracking the Title III impact on the student, with Director Johnson stating we track via grades and surveys – sharing we have seen an increase in grades. Trustee Kilpatrick inquired about the number of staff members engaged, with Mr. Johnson indicating there are two (2) and each Dean is very involved. President Murdaugh said Director Johnson has significant experience in other projects but is new to this grant and doing a great job, asking AVP Stringer to provide some long-term history.

AVP Stringer indicated that in addition to the Director, there is also a Task Force (comprised of the Director, Deans and Student Affairs representatives) that meets on a monthly basis. She shared they want students to understand their careers, so after looking at meta-majors; they sought the support of the Deans to work with faculty to pilot courses that include real world examples. She reported this has been implemented in many of our gateway courses and they will soon begin work with some adjuncts.

Rick Frazier, Director–Business and Industry Service Center, said Florida TRADE was a four (4) year project done with twelve (12) other Florida schools. He stated TCC received about nine hundred thousand dollars (\$900,000) and served approximately four hundred (400) students, with a focus purely on advanced manufacturing. He stated they worked with students who were under-employed, unemployed, etc.; indicating they did short-term training focused on industry-wide certifications. He said the U.S. Department of Labor has some strict deliverables, sharing

of the seven (7) critical deliverables we exceeded five (5) – with one (1) of those by nine hundred fifty-eight percent (958%) of the goal.

Amy O'Donnell, Interim Advanced Manufacturing Training Center Director, stated the average age of the students was thirty-five (35) and many had families. She said of the three hundred ninety-six (396) enrollees (ninety-nine (99) were female), sharing there were also AA and AS students. She indicated the group included four (4) dual enrolled Godby High students, eight (8) students and two (2) faculty members from the College of Engineering at FSU, and others.

Director Frazier said they focused on the larger manufacturers in the region, but also captured a lot of the smaller ones. He stated within the state of Florida there are over eighteen thousand (18,000) manufacturers, indicating many have a workforce of twenty (20) or less. He shared we exposed non-traditional students to a college environment, created pathway opportunities for trainees, increased employment opportunities, provided a better trained workforce, received equipment/supplies, and other things.

Trustee Messersmith asked if we were using any other technology centers in the area, with Director Frazier indicating we primarily use our own facility. President Murdaugh stated the Gadsden Center is now an extension – with its ability to do lab work. He added there has been some shift over the past several years, with an increasing interest on the federal government level to see applications that represent multiple colleges.

He shared in Panama City there was a ten billion dollar (\$10,000,000,000) contract given to a shipbuilder, who will have an amazing need. He disclosed the President of Gulf Coast State College asked if the other panhandle schools could come together to meet the needs; indicating we are now working on ideas – such as mobile training labs.

Trustee Kilpatrick inquired if the current student base in workforce programs was local, with Director Frazier and Interim Director O'Donnell stating they are mostly local and regional.

Director Bradbury shared some of the statistics on the department; indicating in the past year we received a little more than a million dollars (\$1,000,000) in indirect costs for these programs. She displayed a list of the key funding sources, with charts depicting that most of our funding is from the Department of Education and most of the expenditures are in community outreach.

Trustee Messersmith asked the location of the people that work on the grants we administer, with Director Bradbury stating they are located in various facilities throughout the state. Chair Pople inquired about some of the fiscal stuff being on the edge of our core mission. President Murdaugh responded it is on the edge of core mission, stating we are here to work with state government and it is not uncommon for the state to outsource.

Director Bradbury said there are two (2) policies that speak to grants and contracts, 09-18 and 09-21, which she will be seeking to revise early next year.

PRESIDENT'S REPORT

President Murdaugh shared with the Trustees a list of upcoming events.

NEXT MEETING DATE

Tuesday, January 17, 2017

Location: Main Campus

ADJOURNMENT

Meeting adjourned at approximately 4:13 p.m.

Minutes approved at the regular meeting of the District Board of Trustees on January 17, 2017.

Randy Pople
Chair

Jim Murdaugh, Ph.D.
President