

Minutes
District Board of Trustees
Tallahassee Community College
444 Appleyard Drive
Tallahassee, FL 32304
Virtual Meeting details are available at
<https://www.tcc.fl.edu/bot-meeting/2020/Oct/>
October 26, 2020
Business Meeting – 2:30 PM

The October 2020 District Board of Trustees virtual meeting was called to order by Chair Messersmith at approximately 2:30 p.m.

Members Present: Chair Messersmith, Trustees Grant, Lamb, Pople and Moore

Absent: Trustee Callaway **Via phone/Zoom:** Trustee Kilpatrick

Others Present: President Murdaugh, Candice Grause, Lenda Kling, E.E. Eunice, Craig Knox, Nyla Davis, Barbara Wills, Bobby Jones, Stephanie White, Greg Gibson, Bill Spiers, Gerald Jones, Lei Wang, Candice Grause, Sheri Rowland, Calandra Stringer, Madeline Pumariega, Alice Maxwell and Kim Moore

Via Zoom: Bret Ingerman, Bob Ballard, Chip Singletary, Selina Starling, Mike Robeck, Kalynda Holton, Tracy Woodard, Amy Bradbury, Josh Willoughby, Gregory Williams, Anthony Jones, Scott Balog, Lauren Schoenberger, Patricia Manning, Stephanie Solomon, Jacque Parramore and Ayanna Young.

COMMENTS

- i. Board Chair Messersmith asked everyone to stand for a moment of silence and the pledge of allegiance, indicating he would like us to keep the Callaway family in our thoughts due to the loss of Jimmie Callaway this weekend. He thanked all the participants in the Aspen interview and said the Be Essential program has been shining a bright light on retraining with financial assistance.
- ii. Board Members – Trustee Pople said VP Moore is definitely on top of things with workforce programs. Trustee Kilpatrick thanked everyone for the opportunity to join the meeting via Zoom.
- iii. President Murdaugh thanked the Trustees for participating in the Aspen interviews, indicating many people (internal and external) participated in the process. He stated information on the passing and upcoming services for Jimmie Callaway was left at each of the Board table seats.

He shared today was the one (1) year anniversary of the Talon Market, introducing VP Rowland who said the Talon’s Market was established to meet our students’ food insecurity needs. She shared we received funding from various sources (Walmart, Florida Blue, Trustee Callaway, etc.) and it is set up like a food market, introducing student manager Jayla Nickeo.

Ms. Nickeo said they provide both food and resources, indicating she has made many connections during her first year. VP Rowland acknowledged Dean Gerald Jones and his team for their work with this program. Dr. Murdaugh shared when we closed the campus due to the pandemic, they organized a drive through for students to empty the market and the Foundation stepped up with gift cards to buy food.

APPROVAL OF MINUTES

1. September 21, 2020 Meeting
Request Board approve minutes as presented.

MOTION: Trustee Pople **SECOND:** Trustee Lamb
Motion passed unanimously.

INFORMATION AND NEWS ITEMS

Director Maxwell shared social media information and introduced video clips for the Alumni Hall of Fame, workforce apprenticeship program, Florida Blue gift to Talon's Market, student work to build awareness for voting rights and the bloodhound tracking seminar.

Director Eunice shared Dr. Murdaugh and the Florida Department of Law Enforcement developed the bloodhound tracking program to address the missing children statute change, introducing Stephanie White, coordinator for the program. Ms. White displayed a video that highlighted areas of the training.

UNFINISHED BUSINESS

None

PRESENTATIONS

None

NEW BUSINESS

Approval of Consent Agenda

2. Attorney Invoice – August
Authorize payment of invoice as presented.
3. Sponsored Programs – Fiscal Agent
Authorize funding for the awards and contracts as presented.
4. Sponsored Programs – Provider
Authorize funding for the awards and contracts as presented.
5. Human Resources Report
Approve the report as presented.

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

TCC Foundation

6. TCC Foundation Update
None required. Report provided for information only.

Academic Affairs

7. 2020-2021 Dual Enrollment Articulation Agreements with the Leon County School Board
The Board approves the articulation agreement.

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

Administrative Services

8. Direct Support Organization Audit Reports
Trustee Grant inquired about information on the items with recommendations. VP Wills shared two (2) of the Foundation items were resolved and we will be complying with the last item.
For information only.

9. Renewal of Professional Services Contract – Legal Services
Chair Messersmith said this increases the amount due for the first time in ten (10) years. Dr. Murdaugh expressed his thanks for the quality and timely responses from Craig Knox.
Approve the renewal of the professional services contract with Andrews, Crabtree, Knox and Longfellow, LLP for one (1) year.

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

10. Fund Analysis – September
For information only, no Board action required.

11. Construction Status Report
Trustee Moore recognized the leadership and staff that worked to keep things continuing during this COVID time.
Presented as an information item only.

PUBLIC COMMENT

None

WORKSHOP

Policy Revision

Dr. Murdaugh stressed the Board approves all policies, based upon our recommendation, and we implement procedures based upon those policies. VP Wills shared we have about two hundred fifty (250) policies in place and bring revisions to the Board as needed due to statute and rule changes, etc. She indicated we need a comprehensive evaluation and are moving to a vendor with a policy search feature, that will monitor the legislative session and provide suggested updates, and provide legal research.

She said we will be looking at every policy and anticipate a workshop presentation to the Board at the August 2021 meeting with an approval item at the September 2021 meeting. Trustee Pople asked if their legal team will work with our legal team, with VP Wills saying all will go to Esq. Knox as well.

Chair Messersmith asked about the underlines and strikethroughs of changes, with VP Wills saying they will be bringing all new policies – although we can show the differences. Trustee Pople asked who audits our policies, with VP Wills saying these are covered under the Financial and Operations audit. Chair Messersmith suggested with the volume that we consider doing them over a series of meetings.

PRESIDENT'S REPORT

President Murdaugh requested the January 2021 meeting date be changed to January 11th in order to accommodate deadline dates for the welding program EDA grant. He said we have enjoyed the fact that we could meet virtually, but that option expires this month.

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

NEXT MEETING DATE

November 16, 2020 Location: **Main Campus**

ADJOURNMENT

Meeting adjourned at approximately 3:31 p.m.

Minutes approved at the regular meeting of the District Board of Trustees on November 16, 2020.

Frank Messersmith
Chair

Jim Murdaugh, Ph.D.
President