

**MINUTES**  
**District Board of Trustees**  
**Tallahassee Community College**  
**444 Appleyard Drive**  
**Tallahassee, FL 32304-2815**  
**March 16, 2009**  
**Board Workshop – 2:30 pm**  
**Business Meeting – 4:00 pm**

Chair Messersmith called the District Board of Trustees workshop and business meeting to order at approximately 2:34 pm.

**Members Present:** Chair Messersmith, Trustees Hebrock, Lamb, Moon, Moore, Shirah and Stanfield.

**Absent:** None

**Via phone:** None

**Others Present:** President Bill Law, Monte Finkelstein, Lois Ewen, Sally Search, Robin Johnston, John Chapin, Frank Brown, Patricia Manning, Teresa Smith, Jerry Schilling, Lee Kitchen, Cherry Alexander, Marge Banocy-Payne, Kate Stewart, Bill Spiers, Barb Gill, Tom Waller, Bill Campman, Barbara Sloan, Sharon Jefferson, Bill Mabile, Susie Hall, Marissa Mainwood, Ben Alonzo, Tony Stallworth, John Norris, Valerie Bahl, Bobby Jones, Lara Easley, Laura Kreps, Renae Tolson, Chip Singletary, Jim Murdaugh, Doug Blackburn, Jacque Parramore, Frank Baglione and Lenda Kling

## **COMMENTS**

**Board Chair –** Chair Messersmith asked everyone to rise for a moment of silence and the pledge of allegiance. He thanked everyone for the support offered to him and his wife, then asked for comments from Board Members and Dr. Law.

**Board Members –** None

**President –** Deferred comments until Board Meeting.

## **BOARD WORKSHOP**

Warren Emo, Emo Architects, indicated they were presenting the Preliminary Florida Public Safety Institute Campus Master Plan and very excited about the things they had to show today. There are three primary items: comprehensive plan amendment, development agreement with Gadsden County and completing all this so when CIP process begins in April we will be able to incorporate some of this plan.

Dr. Murdaugh indicated that in working with Warren and his team the change to our rebranding to FPSI is really important. The master planning reflects the broader goal of ensuring that all our major partners have a role in syncing up programs and infrastructure, with the Pat Thomas Law Enforcement Agency being first and foremost. The planning concept of bringing all the resources together with the programming is really what the master planning thinking is all about.

Trustee Hebrock asked about the logo for the new FPSI on the booklets distributed. Jim Murdaugh indicated the logo was not developed, but a draft logo prepared by Emo Architects for the materials. Trustee Hebrock suggested they add a state badge to better represent the new focus of many different agencies.

Jim Murdaugh indicated there are only two types of training done at FPSI – certification necessary to get a job (post secondary adult vocation) and continuing workforce education. The certification has set requirements from the Department of Education and scheduled for 8-hour days. Another program is for people already in a career for continuing workforce education, scheduled for a minimum of 4 hours.

In our planning strategies we can maximize enrollment in existing programs via relationships, as well as, marketing and advertising. The Department of Corrections is a good partner and we are the only academy between here and Pensacola still doing work with them through our relationship with Secretary McNeil.

FPSI is moving into a broadened view, advertising outside our district, including both Alabama and Georgia. This is important because we now have the capacity to build the infrastructure that no one else can have and our ability to have a buffer from the community in which we reside.

Our proximity to the state capital is a plus for our relationship with state agencies and the political environment within which we exist for support. Our infrastructure allows us to offer a value bundle package that includes training, housing for \$23 per night and dining for \$10 daily (less than the state per diem).

Dr. Murdaugh indicated it is critical to provide “best in class” training. The success of the Pat Thomas Law Enforcement Academy is what got us to this current point and we need to keep this first and foremost in our program frame. We are a very skills-oriented continuing education and need to do better marketing of this service. In the past we have executed arson situations allowing on hands training in evidence collection, processing evidence, writing reports, and testifying in a simulated courtroom situation.

Trustee Hebrock asked if two years ago there was a legislative proposal to require an Associate/Baccalaureate Degree for sworn officers. Jim Murdaugh indicated that proposal was not passed, although some employers have established employment and/or promotion education standards.

Trustee Hebrock asked if there were other first responders with degree requirements. Jim Murdaugh indicated Correctional Probation Officers were required to have a four-year degree, but there were currently no other programs with which they work that have education requirements above high school diplomas.

We have received requests from some private entities to co-locate with us at FSPI with the intent to use our students as case studies and our site as a showcase for product.

We are moving forward with technology rich processes that exceed previous offerings, such as a training program via Xbox for law enforcement officers. Technology enhancements are a joint process with Vice President Bill Campman and results in new teaching methodologies.

Trustee Hebrock asked how many other law enforcement academies were at community colleges. Jim indicated there are about 40 academies within the State of Florida. Most are with community colleges throughout the state, some at technical centers and a few in agencies.

Trustee Hebrock asked about the proximity of other academies to the state capital. Jim indicated that geographically the other academies would be Chipola and North Florida Community College. Many of the academies are struggling and do not receive grant funds, but as Trustee Hebrock indicated they do receive tax dollars.

Trustee Stanfield asked about the use of course credit earned at FPSI being allowed at other community colleges. Dr. Murdaugh indicated some of it could be used at other schools but we want to make it so desirable to continue here that they wish to do so. Dr. Law indicated that different colleges have different criteria to accept transfer credits, so it is quite possible that students would get greater credit hours with TCC.

Trustee Hebrock asked if the law enforcement courses fall under the same oversight and authority as the main campus classes do under Department of Education. Dr. Sloan responded the Workforce Education Branch determines the minimum transferability of the credits and once they are in the credit program we can apply them in a slightly different way.

Mr. Emo indicated they had considered the compliance for the entire plan. The CIP is due August 1<sup>st</sup> with educational plant survey and project priority list due July 2010. Trustee Stanfield asked about stimulus package dollars that might be available for this project. Dr. Law indicated no one knew for sure, but felt the distribution process seemed to be following a set pattern.

FPSI is 1,441 acres of property in a very unique shape, which is 959 usable acres minus the wetlands and the required setback. Trustee Hebrock indicated we should lobby for different zoning on the buffer zone. His concern is the school across the street and possible future development before an issue arises.

Trustee Shirah asked about the perimeter buffer requirements for Gadsden County. Mr. Emo indicated not all the property we owned was zoned for things we wanted to do. Trustee Moon asked about the rectangular area not owned and was advised by Mr. Emo that it was owned by a family trust.

We currently occupy a small percentage of the administration building. It is primarily occupied by our partners at FPSI. Trustee Hebrock asked about titles to the land and building. Jim Murdaugh indicated the original land was and is still titled with the state, but the remainder of the land and all buildings are titled to TCC.

Trustee Stanfield asked if the dining facility was considered a part of the learning facility. Mr. Emo indicated it was just like it would be here on the main campus. Trustee Hebrock asked about the impact of outdoor activity as compared to FTE and Mr. Emo indicated there was lots of outdoor use that did not impact the FTE.

Mr. Emo indicated part of the master plan was to develop zones in the property for the maximization of utilization to include academic, housing, public safety enterprise, firing range, training activity, etc. The property is so large and the development is so small it is difficult to show you the impact of the work being performed.

There is an immediate need as the campus expands for additional utility services. Currently the dormitory is on a septic tank so there is a need for construction improvements and it has been identified as a priority. Trustee Hebrock inquired about the utility provider and was informed the provider was Talquin Electric.

Part of the development includes a gymnasium and pool. Trustee Hebrock asked about the availability of these services at the high school across the street. Trustee Lamb indicated the high school had a gym but no pool and upon further inquiry advised no high schools in Gadsden County had pools.

Trustee Lamb asked about the house and was informed the Sheffield family still owned it.

Trustee Hebrock asked if the entire campus was wireless. All buildings have wireless and there is some access down by the shooting ranges, but Vice President Campman indicated they we are planning to make the entire location wireless.

The land recently acquired is currently zoned as commercial. By September 1<sup>st</sup> we should submit a request to Gadsden County for rezoning to public land use for all other property. Trustee Shirah indicated there had been a request from the St. Joe Paper Company about the timber on the property. She wants ensure anything we do in the planning and rezoning request would not prevent us from moving forward with this enterprise.

Jim Murdaugh thanked her for the contact person, indicating he had spoken with the Division of Forestry and they will meet to further explore a stewardship plan for the

property. Trustee Lamb indicated the Gadsden County Commission had not received any complaints with use of the land, including noise. Trustee Hebrock indicated he would like a buy-in now of the Gadsden County Commission on the master plan and future use of the land.

Dr. Murdaugh indicated that to help minimize any complaints, they have shut down completely on Sunday and limit the bomb range to training bombs which are 5 lbs. or less. However if the bomb squad in the capital area should find a real bomb regardless of size, it would be brought to this location for detonation.

Trustee Stanfield asked about the I-10 frontage potential for commercial use. Jim Murdaugh indicated after discussion with the Department of Transportation, it does not appear FPSI would be granted an exit from the interstate for any purpose. Mr. Emo indicated if the possibility should arise in the future, there is space available for embarkation and debarkation.

President Law indicated the biggest challenge facing Dr. Murdaugh today is creating something for the trainee/ students to do after class hours. Trustee Hebrock indicated the dining facility could become a movie theatre and snack bar after hours. He felt some of the buildings could be repurposed with minimal effort.

Jim Murdaugh indicated they have opened up portions of the training center for use as a gym and worked with Dr. Chapin to bring Tech at Night for additional education opportunities. This allows some of the students to increase their computer skills.

Dr. Murdaugh indicated they have included an officer memorial in the future plan.

Trustee Shirah asked for additional information on the enterprise zone. President Law shared that the acquisition of the land started as a world class location for the Executive Training Institute for the Florida Department of Law Enforcement. We receive a fairly consistent flow of people who ask if there are locations available so they can do other things like rehabilitation of police officers, location of medical helicopters, hands on training videos, etc.

Jim Murdaugh expanded with information relevant to TI Training from Denver (routes in Jefferson County) to use and showcase, Titus Sports Academy for national occupational training program, etc. – although none have been finalized yet. Trustee Shirah clarified that this could be a steady revenue stream.

Dr. Law indicated if the plan is okay, he will bring back a concept paper. He feels we should try to find a funding partner to help get the infrastructure in place. Then we could talk about leasing buildings that create a revenue stream. The folks of Midway have asked me to come back for further dialogue and he will do this.

Trustee Hebrock expressed concern about the land surrounding FPSI when word got out about our plans and asked who owned the land surrounded by FPSI. Mr. Emo

indicated it is owned by the Suber family, currently undeveloped, and work is being done to schedule a meeting.

## **BUSINESS MEETING**

Chair Messersmith called the Board meeting to order at approximately 4:20 pm.

Dr. Law introduced this year's FACC President Will Benedicks, a faculty member in our History and Social Sciences Department. Although it has been several years since a faculty member has held this position, Dr. Benedicks is doing a wonderful job.

Will Benedicks indicated he would be working closely with the COP Chancellor, Dr. Will Holcombe. He thanked Dr. Law and Dr. Sloan for their support. Chair Messersmith congratulated him on the appointment.

Trustee Hebrock asked if it was one or two years, with Will indicating it was three years on the Executive Committee. The three years included one year each as president-elect, president and past president.

Mr. Emo announced the Main Campus master plan was awarded the American Institute Architects Design Award and presented a framed award with drawings. Chair Messersmith congratulated Emo Architects on their award, as well as, the Board on their work. Dr. Law thanked Mr. Emo for the award.

Trustee Moon introduced one of her students from Italy who has come here a couple of weeks to study with her.

President Law provided an addition to the agenda from the Foundation that he requests be added during the Foundation portion of the meeting.

## **APPROVAL OF MINUTES**

Chair Messersmith requested a motion to approve the minutes of the February 16, 2009 Workshop and Board Meeting.

**MOTION:** Trustee Moon

**SECOND:** Trustee Lamb

Motion passed unanimously.

## **INFORMATION AND NEWS ITEMS**

Susie Hall introduced news clips including Alumni Association awards, PTLA hosting College Goal Sunday, and the Tuskegee Airmen visit. She provided printed copies of the most recent Community Report which will be inserted in the newspaper next week.

## **UNFINISHED BUSINESS**

None

## **PUBLIC COMMENT OR PRESENTATIONS**

None

## **NEW BUSINESS**

### **Approval of Consent Agenda**

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

Trustee Moon asked if we could pull the Human Resource report for discussion.

**MOTION:** Trustee Hebrock

**SECOND:** Trustee Moore

Motion passed unanimously.

Trustee Moon asked about separations – if they were due to budget or other reasons. President Law indicated that noting the information would be a good thing to do in the future and information was shared for this month.

Those separations under contracts and grants are usually due to the completion of the contract or grant. Trustee Stanfield clarified that these positions are often controlled by other agencies since we are just the fiscal agent.

**MOTION:** Trustee Moon

**SECOND:** Trustee Stanfield

Motion passed unanimously.

### **Administrative Services**

#### Construction Status Report (Information)

Tony Stallworth indicated that the Ghazvini Health Care Center permitting for Surgeon's Drive was received. Proposals have been received for the project and the parking lot, with the numbers coming in under budget. March 23<sup>rd</sup> is our kick-off date with the groundbreaking ceremony.

FPSI construction for the conference center is under construction, with a September 1<sup>st</sup> deadline. Dr. Murdaugh's office location affords him the opportunity to watch this project daily. Trustee Hebrock clarified the contractor was Childers Construction.

#### February Fund Analysis (Information)

President Law indicated currently the budget is on target with both revenues and expenses and should end the fiscal year in good condition.

#### Amendment #1 – Educational Plant Survey (Action)

President Law indicated we have a number of outdated, unused out buildings and have identified with Dr. Smith and Mr. Stallworth some that are of no purpose and an

eyesore. He is concerned about the liability associated with unoccupied, unused buildings on campus and demolition would allow us to rehabilitate the land for use.

Trustee Hebrock asked if it would be a hardship to delay this to better understand specific locations and address costs for demolition. He would like to know what the building consists of and how it would be demolished. Although he understands and appreciates the liability issue, he is also concerned about the costs.

Trustee Hebrock indicated that if demolition is imminent, he would like to see us work with organizations that can repurpose the materials. He further asked about asbestos. Tony Stallworth indicated building 29 had asbestos and additional measures would need to be made.

Trustee Hebrock was supportive of the process, but felt we should defer until further information was received and evaluated. Trustee Moon indicated the same types of concerns.

Trustee Hebrock made a motion to defer.

**MOTION:** Trustee Hebrock

**SECOND:** Trustee Lamb

Motion passed unanimously.

#### New Board Policies – Identity Theft and Fraud Prevention (Action)

Under new federal statutes, there is a requirement for more formal policies to reflect the institution effort for address issues. It is also a prudent measure to have an official Board policy.

Vice President Smith introduced Patricia Manning as our Compliance Officer. She is a certified internal auditor, certified inspector general, certified financial government officer, MBA graduate and local resident. She has worked for the State Auditor's Office and the Inspector General's office.

Trustee Hebrock asked who handles these types of policies. VP Smith indicated we have a formal process and coordinating committee, which represents the students, faculty, administration, etc. Due to the federal mandate, we worked directly with the federal agency, COBA and other colleges.

**MOTION:** Trustee Moore

**SECOND:** Trustee Hebrock

Motion passed unanimously.

Trustee Moon and Chair Messersmith welcomed Pat, indicating her credentials were impressive.

Resolution to participate in the 2009 Capital Outlay Bond Issue (Action)

President Law indicated these bonds are issued by the Department of Education through the Department of Administration, backed by license tag dollars and could have a draw down periodically totaling \$2.7 million.

In the article the resolution on page 2 references various campus improvements and the electrical infrastructure. Our 40 year old grid needs some expansion within the campus.

Trustee Hebrock asked if we had done this previously during Dr. Law's administration. Jerry Schilling indicated we had participated prior to Dr. Law, although we have participated in other bonds with a different source of revenue. Bill Hebrock clarified we still had bonds that were in the maturing process.

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

**Academic Affairs**

Academic Programs and Courses - Modification (Action)

This is a modification due to a Scrivner's error on an item previously approved.

**MOTION:** Trustee Shirah  
**SECOND:** Trustee Moon  
Motion passed unanimously.

Affiliation Agreements – Health Facilities/Dental Offices (Action)

This is an annual requirement to approve continuing agreements, although we picked up some old language and it should be for the period 4/1/09 - 3/31/10.

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

Laboratory Fee Modifications for 2009-10 Academic Year (Action)

Chair Messersmith inquired about fees for out-of-state students and asked if they were included at the same rate. President Law indicated these are specific fees and not subject to the multiplier.

Trustee Hebrock indicated his previous question was about tuition. President Law indicated the tuition multiplier was a law, although it was not required for legislative fees.

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

## **Florida Public Safety Institute**

### Changes to Pat Thomas Law Enforcement Academy courses (Action)

Trustee Hebrock asked if we had multipliers for PTLEA and was informed by Dr. Murdaugh they did not fall under that requirement.

**MOTION:** Trustee Shirah

**SECOND:** Trustee Lamb

Motion passed unanimously.

## **TCC Foundation**

### TCC Foundation Update (Information)

Vice President Robin Johnston reported that in the fundraising section we have an update, the annual campaign as of today is over \$900,000. The scholarship fund for the Department of Juvenile Justice is now over \$32,500 with significant gifts including his on pledge of \$2,400.

Upcoming activities included speaking engagements throughout the area and a last minute request from Tallahassee Rotary Club resulted in \$1000 donation. The Foundation Board will have a planning retreat in conjunction with its regular board meeting on Thursday and are planning a brick dedication to Carmen Langston.

Our scholarship reception will be held in the afternoon on Wednesday, April 8<sup>th</sup>. Capitol City Capers is scheduled for Sunday, April 19<sup>th</sup>.

### Art Donation (Action)

President Law indicated Nolia and Bill Brandt are making a large art donation, mostly metals. We have already identified locations at the Ghazvini Health Care Center. The college must pass a resolution to accept the gift.

**MOTION:** Trustee Stanfield

**SECOND:** Trustee Moon

Motion passed unanimously.

## **PRESIDENT'S REPORT**

### Finance and Legislative Update

President Law indicated the state budget was down but we do not yet know the impact to TCC. Community Colleges have made a real case to consider our growth before factoring out the funds. K-12 is down over the last two years and Universities are flat, although community colleges are up 100,000 students.

He expressed his concern for not only us but other agencies. Apparently there are 8 school districts that cannot make it to June 30<sup>th</sup> and those that do may not meet audit requirements. This is information provided and recommended by the task force.

Trustee Moon asked if upper degree program students would pay the same fee at the community colleges as the lower degree program students. Dr. Law indicated there would be a higher fee, although it would be less than the university fee.

#### Unionization Update

Meeting with faculty senate went very well with lots of great questions.

TCC is second in the state for faculty contract salary. In overload salary we are nearly double that of similar colleges. Reported income to federal government in January showed that 41% of faculty earned \$80,000 or more last year (six years ago the number was 12%).

Trustee Moore asked about how many of the faculty had heard this information. There were about 50-60 at the meeting. Tom Waller indicated that a group of those who were unable to make the meeting had another forum available and viewed the video. He felt anyone who wanted had viewed the information.

Trustee Hebrock felt this data should be viewed in a broader light, such as in recruiting. He asked about the status of the union. President Law indicated we have not yet heard back from PERC.

Trustee Moon asked if they had a timeline and was informed they did not. Trustee Moore felt it would be beneficial to share the salary data with the Economic Development Council. Trustee Hebrock indicated we prided ourselves on "student first" but after looking at this, it indicated we also had faculty welfare on an equal standing.

President Law thanked the Board of Trustees for staying for the course and approving recommendations. Chair Messersmith indicated these numbers reflect the Board concern about the TCC family and is involved in the activities.

Trustee Hebrock indicated this does mark seven years for President Law and it is time to take him and Pat to dinner. Chair Messersmith indicated they should proceed with setting up the event. Trustee Moore indicated we should start with a round of applause.

#### Change in June meeting date

As agreed by the Board, the June board meeting date has been changed to June 22<sup>nd</sup>.

#### **FUTURE AGENDA ITEMS**

None

#### **NEXT MEETING DATE**

April 20, 2009

#### **ADJOURNMENT**

Meeting adjourned at approximately 5:33 pm.

Minutes approved at regular meeting of the District Board of Trustees on April 20, 2009.

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**Frank Messersmith**  
**Chair**

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**William D. Law, Jr.**  
**President**