

MINUTES
District Board of Trustees
Tallahassee Community College
444 Appleyard Drive
Tallahassee, FL 32304
Monday, September 19, 2016
2:30 pm - Business Meeting

The September 2016 District Board of Trustees meeting was called to order by Chair Pople at approximately 2:31 p.m.

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

Absent: None

Via phone: None

Others Present: President Murdaugh, Scott Balog, Lenda Kling, Bob Ballard, E.E. Eunice, Ginny Wagner, Lei Wang, Craig Knox, Heather Mitchell, Pam Butler, Brad Mitchell, Bill Bierbaum, Kim Moore, Bret Ingerman, Kim Allen, Barbara Wills, Charlotte Brookshire, Walter Connelly, Shelbi Reffitt, Ginger Brookshire, Jim Brookshire, Mike Coleman, Sheri Rowland, Audrey Mathews, Joe Neeley, Amy Bradbury, Josh Willoughby, Sarah Stout, Bobby Jones, FM Davis, Rob Chaney, Stephanie Soloman, Debbie Robinson, Dustin Frost, Alice Maxwell, Wendell Johnson, Bill Spiers, Brandi Elliott, Danny James, Mark White, Patrick McDermott, Scott Balog, Chris Summers, Justin Adams, Patricia Manning, Anthony Jones, Martin Balinsky, Byron Dobson, Chancellor Pumariega, Mark White, Franqua Bedell, Patti Townsend, Mike McLeod, Gary Droze, Don Herr and Carmy Greenwood.

COMMENTS

Board Chair – Chair Pople welcomed everyone, asking all to stand for a moment of silence and the pledge of allegiance. He stated there are a lot of activities happening on campus for the TCC 50th anniversary.

He shared that Mary Pankowski received the well-deserved Servant Leadership Award at Leadership Tallahassee. He showed a picture of Brian Lamb in the Florida Banking magazine which recognized him as an exceptional banker, indicating Trustee Lamb's son is President of the Fifth Third Bank northern region and is also Chairman of the Board of Trustees at the University of South Florida.

Board Members – Trustee Lamb thanked the Chairman, giving all the credit to Brian's mother.

Trustee Moore indicated we should continue to celebrate the renaming of the STEM Center, thanking Dr. Wang for stepping up (along with the President's Circle) for this important program.

Trustee Messersmith echoed the comments by Trustee Moore. He shared that he participated in an Oyster Seminar at the Wakulla Environmental Institute (WEI), with included specialists from Florida A&M, Auburn University and University of Florida.

President – President Murdaugh shared during the meeting at WEI they showed a seventy-two (72) hour time lapse video and as they watched, the murky water cleared. He said this allows

the sunlight to penetrate, so the plant life at the bottom can grow to support sea life. He thanked Director Ballard and the team that put on the event.

He publicly thanked everyone involved in all things hurricane, indicating the team came together and worked long hours on power outages, technology, telephones, etc.

He stated he and Chair Pople hosted a group from Central and South America, sharing Florida State University brought them over for a conversation about community college governance. He said the group is traveling around the State of Florida and previously met with the Chancellor.

He recognized Provost Moore-Davis, who indicated the staff at TCC is working to serve ITT students. She shared there was an information session last week with about fifty (50) students in attendance, stating we are reviewing on a case-by-case basis. She said it was personally and professionally gratifying, thanking all the departments for their involvement.

APPROVAL OF MINUTES

Chair Pople asked if there were any comments and requested a motion to approve the August 15, 2016 Board Minutes.

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

Chair Pople asked if there were any comments and requested a motion to approve the September 1, 2016 Special Board Minutes.

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

INFORMATION AND NEWS ITEMS

Director Maxwell announced the new website is launching tomorrow, indicating it will be mobile friendly. She introduced news clips about new workforce programs; WEI oyster industry panel; FPSI police dog training; Pepsi donation to renovate the athletic center, update classrooms and provide an endowed scholarship; TCC Campus Police Safety and Wellness Fair; TCC ranked as sixteenth (16th) for online community colleges for best return on student investment by OnlineCollegePlan.com and the TCC plan for ITT students,

UNFINISHED BUSINESS

None

PRESENTATIONS

VP Mitchell recognized Chancellor Pumariega, who presented the scholarship money from the Florida College System (FCS). Chancellor Pumariega said they look at TCC as a model with ninety-seven percent (97%) of our graduating students continuing at a university or going to work. She recognized Florida Blue, Helios Education Foundation and Bank of America as partners, presenting a check in the amount of twenty-seven thousand three hundred eighty-seven dollars (\$27,387). She introduced three (3) of our scholarship students to share their stories.

Shelbi Reffitt, dental hygiene student, indicated that without the scholarship she would not be here and plans to continue at St. Petersburg College for her BA. Charlotte Brookshire, law student, shared she has used the scholarship for school and plans to continue at FSU. Walter Connelly, criminal justice student, thanked the Bank of America and shared he hopes to transfer to FSU.

VP Mitchell stated fourteen (14) classrooms have received funding as of today, recognizing Pam Butler and Brad Mitchell of Aegis Business Technologies for funding STEM classrooms. Mr. Mitchell said it is a great opportunity for them because they know how important it is to have great kids coming out of this institution. Ms. Butler thanked everyone, indicating as an employer she sees this institution as a way to keep the community healthy and strong from an economic development perspective.

VP Rowland presented information about our athletic program, emphasizing the success of our students. She introduced Athletic Director Rob Chaney and the head coaches:

- Mark White, Men's Basketball
- Franqua Bedell, Women's Basketball
- Patti Townsend, Softball
- Mike McLeod, Baseball
- Gary Droze, Women's Cross Country, who unfortunately had to leave.

She shared many statistics, including:

- sixty-three (63) athletes last year had a ninety-four percent (94%) course completion rate
- one hundred percent (100%) of our second (2nd) year athletes graduated
- twenty (20) athletes were named to the FCS All-Academic Team (3.0 or higher GPA)
- two (2) athletes received major league signings
- athletes participated in sixteen (16) service projects

Rob Chaney, Athletic Director, provided information on the schedules. He said he was excited to share the things athletes accomplish in the classroom, instead of just whether they win or lose a game. He thanked the faculty for their assistance with helping the athletes succeed, handing out to the Trustees NJCAA lapel pins and badges.

President Murdaugh encouraged everyone to get to know our coaches. Trustee Lamb commended the Coaches and Athletic Director for the outstanding work they do.

NEW BUSINESS

Approval of Consent Agenda

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

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

TCC Foundation

TCC Foundation Update (Information)

VP Mitchell shared we are at seven million six hundred fifty thousand dollars (\$7,650,000) for the campaign, indicating we are expecting to hit our goal. She announced several Foundation

events that would occur before the next Board meeting, indicating she would send information via email.

Academic Affairs

Policy Manual Change (Action)

Provost Moore-Davis said we are recommending a revision to the policy due to absences for military duty and medical emergencies which incapacitate the student. She outlined the internal process, involving faculty, used before proposing to the Board.

This request is for the Board to approve updates to the College policy as presented.

MOTION: Trustee Messersmith

SECOND: Trustee Lamb

Motion passed unanimously

Administrative Services

Fund Analysis - August (Information)

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

Construction Status Report (Information)

Chair Pople stated a lot is going on, with Trustee Moore inquiring if there are new items required as a result of the recent hurricane and rain. VP Wills introduced Mr. Don Herr, the new Facilities – Planning and Construction Director. She shared there was only one (1) building with minor damage, indicating other damage was grounds related.

Trustee Messersmith reminded everyone that the parking lot lights are eighty percent (80%) complete, indicating this project is a result of comments that were made after a night-time Foundation event. He thanked everyone for making this happen.

Renewal of Professional Services Contract – Legal Services (Action)

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

This request is for the Board to approve renewal of legal services contract for one (1) year.

MOTION: Trustee Vaughn

SECOND: Trustee Moore

Motion passed unanimously

Agreement for Legal Services for Bryant Miller Olive P.A. (Action)

Chair Pople indicated this is a request for approval in connection with collective bargaining.

This request is for Board approval of the Agreement for Legal Services with Bryant Miller Olive P.A.

MOTION: Trustee Messersmith

SECOND: Trustee Moore

Motion passed unanimously.

Guaranteed Maximum Price – Capitol Center Plaza Level Improvements (Action)

VP Wills provided background information on the process we used to get to this point, asking Director Herr to join her. She shared Starbucks is a business enterprise of the college using Fund Three (3) dollars and hopefully, we will soon put money from the enterprise back into Fund Three (3). She stated the Capitol Center Plaza Level Entry Improvements would have occurred,

September 19, 2016

Page 4 of 7

independent of Starbucks. She said with the addition of Starbucks, we are trying to get the projects done together and open in the December timeframe.

She indicated construction managers were pre-qualified at the January 2015 Board meeting and were placed on the pre-qualifications list per Florida Statute and college policy. She stated when they are pre-qualified and quantified they are listed in a specific order, with assignments for projects under one million dollars (\$1,000,000) made in the order of the list. She said we were fortunate that Rippee Construction was next on the list when the Starbucks project was assigned, since they are the only company with this type of experience.

Director Herr said FSU recently constructed three (3) Starbucks, with Rippee Construction as the construction manager. He shared our architect firm worked on two (2) of those projects, indicating that will save some time, money and they may have some information that another firm may not have had. President Murdaugh stressed this is two (2) different items, since the Plaza Level Improvements are Fund One (1) and Starbucks is Fund Three (3).

Trustee Messersmith said he must have misunderstood the information that came before the Board, stating he thought we were previously approving a facilitator. He expressed concern, indicating he would like to see what is being done when we evaluate the construction firms. VP Wills stated per Florida statute we can select firms a couple of different ways. She said we put them in rank order, stressing for this job we absolutely have the right company. Trustee Messersmith said he was not questioning we had the right firm.

President Murdaugh said there are upsides and downsides to ranking, asking VP Wills to discuss the process she proposed for the future. She said we are preparing a Request for Qualifications (RFQ) for Architects, where we will look at the firms who qualify and bring a recommendation to the Board.

She indicated rank order allows us to spread the projects around; however we could ask each company to submit a request per job that would allow us to choose the firm with any unique qualifications and best suited for each specific job. She said a state statute change will require us to engage an architect for anything over thirty-five thousand dollars (\$35,000), which is significantly lower than current amount.

Chair Pople stated he wanted to ensure we go through a very deliberant, diligent vetting process, indicating he didn't want the Board to get too much into the weeds.

This request is for the Board to approve the Guaranteed Maximum Price from Rippee Construction for the Capitol Center Plaza Level Improvements project for the amount presented at the September 19, 2016 BOT meeting.

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

Construction Manager Agreement – Capitol Center Plaza Level Improvements (Action)
Chair Pople asked if there were any questions, with none received.

This request is for the Board to approve the Construction Manager Agreement between the District Board of Trustees of Tallahassee Community College and Rippee Construction Company which will be provided on September 19th.

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

Guaranteed Maximum Price – Capitol Center Starbucks (Action)
Chair Pople asked if there were any questions, with none received.

This is to request the Board approve the Guaranteed Maximum Price from Rippee Construction for the Capitol Center Starbucks project for the amount presented at the September 19, 2016 BOT meeting.

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

Construction Manager Agreement – Capitol Center Starbucks (Action)
Chair Pople stated only one construction manager agreement was needed, thanking VP Wills for the information.

Center for Workforce Development

Manufacturing Month Proclamation (Action)

VP Moore said each year we recognize the importance of manufacturing, asking the Trustees to approve the proclamation. She said on Manufacturing Day (October 7, 2016) we will be hosting a number of events on campus, so our students have an awareness of what manufacturing means to our community and our nation.

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

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

Trustee Moore asked that we ensure Kim Williams gets a copy of the proclamation, with President Murdaugh stating we will find a role for him during our event.

PUBLIC COMMENT

None.

WORKSHOP

Chair Pople said in lieu of a workshop, the Board of Trustees will go into executive session to discuss collective bargaining.

PRESIDENT'S REPORT

President Murdaugh shared with the Board a list of upcoming activities, indicating he had a fair amount of upcoming travel.

VP Moore shared the TCC Spark initiative looks at how the students can become employers. She said this program was selected to give a presentation at the National Association for Community College Entrepreneurship (NACCE) convention.

Trustee Moore reminded Trustees of the Florida College System Trustee Commissions Webinar tomorrow from noon – 1:00 p.m., when the Chancellor will talk about Performance Funding.

NEXT MEETING DATE

Monday, October 24, 2016

Location: **Main Campus**

ADJOURNMENT

Meeting adjourned at approximately 3:47 p.m.

Minutes approved at the regular meeting of the District Board of Trustees on October 24, 2016.

Randy Pople
Chair

Jim Murdaugh, Ph.D.
President