

MINUTES
District Board of Trustees
Tallahassee Community College
Wakulla Environmental Institute
170 Preservation Way
Crawfordville, FL 32327
Monday, April 17, 2017
2:30 pm - Business Meeting

The April 2017 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, Moore and Vaughn

Absent: None

Via phone: None

Others Present: President Murdaugh, Robert Seidler, Robin Olin, Heather Mitchell, William M. Payne, Irene Payne, Craig Knox, Mike Robeck, Renae Tolson, Lei Wang, Scott Balog, Justin Adams, Rob Fleischmann, Maria Kuzina, Sabrina Beall, Kim Moore, Don Herr, Danny James, Anthony Jones, Steve Dunnivant, Sheri Rowland, Elaney Tedder, Krista Bustamante, Samantha Fream, Nathan Davis, E.E. Eunice, Candice Grause, Bill Bierbaum, Barbara Wills, Alice Maxwell, Melissa Scalzi, Tammy Brunnon, Erica Phillips, Colleen Dwyer, Ruby P. Puckett, Robert Lutz, Greg Gibson, Diane Garrard, Amy Bradbury, Catie Goodman, Rob Chaney, Marcus Nicolas, Feleccia Moore-Davis, Carmy Greenwood, Nyla Davis, Patrick McDermott, Jimmie Callaway, Calandra Stringer, Bobby Jones, Frank Mix, Bill Spiers, Gabe Hamlett, Jerry Benton, Keith Birkett, Tarin Acaron, Patricia Manning, Dana Peck, Tricia Rizza and Lenda Kling.

COMMENTS

Board Chair – Chair Pople welcomed everyone, asking all to stand for a moment of silence and the pledge of allegiance. He thanked Trustee Kilpatrick for filling in for him last month and Director Ballard for hosting today’s meeting. He shared the history of tax day, explaining why tax day this year is tomorrow instead of the traditional April 15th date.

Board Members – Trustee Kilpatrick indicated the TCC performance of *Pippen* was great.

President – None

APPROVAL OF MINUTES

Chair Pople asked if there were any comments and requested a motion to approve the March 20, 2017 Board Minutes.

MOTION: Trustee Moore

SECOND: Trustee Lamb

Motion passed unanimously.

INFORMATION AND NEWS ITEMS

Director Maxwell shared TCC had one hundred thirteen (113) online mentions and sixty-four (64) broadcast mentions this month. She provided some recent direct mail items developed for April 17, 2017

potential students and parents, indicating they also sent postcards to a list of prospective students provided by Florida State University.

She introduced video clips about the award our President received for his role in student leadership training, swearing in of our new TCC Police Chief Gibson, Women's History month awards, Firehouse Subs donation for the TCC Firefighter Academy and TCC Day at Godby High School.

UNFINISHED BUSINESS

None

PRESENTATIONS

President Murdaugh introduced Rob Fleischmann, who shared there are lots of twenty-fifth (25th) anniversary honors events going on this week. He stated they belong to the Florida Collegiate Honors Council, which is a coalition of four-year and two-year colleges throughout Florida – indicating again this year the students presented in group.

Elaney Tedder stated she was elected as the student representative for two-year public schools last year and will go to FSU in the summer as the elected student representative for four-year schools. Mr. Fleischmann provided information on the student competition project. The students introduced themselves; stating where they are from, providing information about their project and sharing the benefit they receive from the honors program. President Murdaugh thanked the students for coming to Wakulla County for the Board Meeting.

VP Rowland recognized Athletic Director Rob Chaney, who was chosen as the Junior/Community College Under Armour Athletics Director of the Year by the National Association of Collegiate Directors of Athletics. She also recognized Career Center Director Catie Goodman, who was instrumental in having TCC selected as the Florida Career Preparedness Award recipient for the ACT College and Career Readiness Campaign. President Murdaugh thanked Catie and Rob for what they do.

VP Mitchell introduced Susan Turner-Payne and her parents, indicating Susan and her brothers, to honor their parents, donated funds in support of scholarships and programs at Wakulla Environmental Institute (WEI). Ms. Payne said it was an honor to make the donation and name the room after their parents, who committed their entire careers to education.

Mr. Payne said this is a good day, indicating he was here when the three (3) county school superintendents got together and TCC was formed. He stated the environment is very important, thanking everyone for the honor. He shared his three (3) children went to TCC and his oldest grandson, a junior at Wakulla High, is planning to go to TCC.

VP Mitchell introduced former Sheriff Harvey and his wife, Rhonda, who donated funds in support of scholarships and programs at WEI. Former Sheriff Harvey shared Rhonda, and their son, are both graduates of TCC. He said we have an opportunity to put Wakulla County on the map and he is really proud of the quality of the campus here. VP Mitchell shared we are sitting in the classroom named in their honor.

VP Mitchell introduced Jerry Benton (CEO), Ruby Puckett, Keith Birkett, Gabe Hamlett, and Tarin Acaron from Campus USA Credit Union, indicating they are providing a donation for scholarships. Mr. Benton shared that last year they created the Campus USA Credit Union

Foundation, with a commitment to enhance the communities they serve. He said he did not know a better way to support the area than to invest in the great work being done here, indicating they are proud to share in supporting TCC.

NEW BUSINESS

Approval of Consent Agenda

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

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

TCC Foundation

TCC Foundation Update (Information)

VP Mitchell said she would answer any questions, with none received. She stated *Hops and Half Shells* will occur this Saturday at WEI, this year's *One (1) Campaign* will be next week and the *10th Anniversary of the President's Circle* will be this fall - sharing they are seeking feedback on what the President Circle members would like next year. Chair Pople thanked VP Mitchell for her good work.

Academic Affairs

Career Pathway Agreements with Public and Private Schools in the TCC Service District (Action)

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

This request is that the Board approve the Career Pathway Agreements.

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

Career Pathway Agreements with Public Schools in the North Florida Region (Action)

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

This request is that the Board approve the Career Pathway Agreements.

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

Academic Program and Course Changes (Action)

Trustee Callaway referenced new courses being recommended, asking if we have current religion courses. AVP Stringer said our current course combines the new and old testament, indicating we are separating so the college credit will transfer to other schools. Trustee Callaway asked about certification required for teaching, with AVP Stringer stating a Masters.

Trustee Callaway asked about the final exam exemption, with AVP Stringer stating nursing does projects that substitute for the final exam.

This request is that the Board approves the recommendation for academic course and program changes for 2017-2018 as attached.

MOTION: Trustee Vaughn

SECOND: Trustee Messersmith
Motion passed unanimously.

Administrative Services

Fund Analysis - March (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.

Grants and Contracts - Provider (Action)

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

This request is that the Board authorize funding for the awards and contracts listed above.

MOTION: Trustee Lamb

SECOND: Trustee Vaughn

Motion passed unanimously.

2016-2017 Equity Report Update (Action)

Director Tolson highlighted some of the items in the report, noting the college overall had a three percent (3%) decline in enrollment. She referenced the new women's cross country program; indicating we are still considering other opportunities for participation, especially for female students.

She stated we have always done very well with employment equity. She said the state last year asked that our employment equity mirror our student population, instead of the tri-county census. She shared we scored low in our management staff for Hispanic female representation and are looking at new strategies to address this.

Trustee Callaway inquired about admissions and course substitution waivers for eligible students, confirming students with disability must self-identify. She asked if the faculty members who are teaching the substituted classes are SLD certified. Provost Moore-Davis said they are not, but they make the necessary accommodations for the students to be successful.

Trustee Callaway asked what happens in the substituted class that may not occur in a normal classroom. Provost Moore-Davis stated if the student is hard of hearing, they may have someone that can take notes for them. She said we provide an interpreter when sign language is needed, as well as, a liaison between the instructor and student. VP Rowland shared we have six hundred to seven hundred (600-700) students who self-report, but the ones included in this document are only those who ask for course substitutions.

Trustee Callaway asked if part of the evaluation at continuing contract time for faculty includes how they deal with these students. VP Rowland said every student who self-reports provides documentation to our disability support services office, which makes the appropriate accommodation recommendations and we have advisors available to work with the faculty members. Provost Moore-Davis said the faculty are only evaluated on whether they are providing any necessary accommodations for students.

Trustee Callaway referenced a couple of grammatical changes. She asked if we would consider a future workshop about the sports appendix of the Equity Report.

This request is that the Board approve the 2016-2017 Equity Report as presented

MOTION: Trustee Moore

SECOND: Trustee Lamb

Motion passed unanimously.

Hearing Examiner Recommended Termination of Faculty Member (Action)

Chair Pople summarized the process used for the involuntary separation of Donna Francis-Clark, a Health Information Technology associate professor. He indicated a hearing was held at her request, as stated under TCC Policy 05-16. He said the Board of Trustees appointed the Honorable Nikki Clark to serve as the hearing examiner; stating after a two-day hearing, the hearing examiner determined the greater weight of the evidence supported the termination.

This request is that the TCC Board of Trustees approve the recommendation of the Hearing Examiner to involuntarily terminate employment.

MOTION: Trustee Vaughn

SECOND: Trustee Kilpatrick

Motion passed unanimously.

PUBLIC COMMENT

None.

WORKSHOP

Serving Wakulla County

Supporting Local Needs, Fostering Regional Enterprise

President Murdaugh shared when we do our workshops in the local counties; we like to focus on that county -- indicating today we would highlight Wakulla County.

VP Moore said we are replicating main campus services at our Wakulla Center to include academic and workforce training, employer services, assessment/testing/proctoring, comprehensive resource room, meeting space, onsite admissions/recruiter and an *Ask the Expert* kiosk. She shared we support job seekers and incumbent workers with continuing workforce education, to include OSHA 10 Hour 1926 Construction Safety and Certified Quality Improvement Associate.

She stated we are researching future postsecondary adult vocational (PSAV) training; focusing on labor market information, sustainable wages and affordable program costs. She provided employment data for Wakulla County residents, indicating eighty and six-tenths percent (80.6%) of the residents travel outside the county for employment – sharing of these, fifty-one and four tenths percent (51.4%) travel ten to twenty-four (10-24) miles and ten percent (10%) travel twenty-five to fifty (25-50) miles. She disclosed this is the fifth (5th) highest county commuter rate in Florida.

VP Moore outlined the employer services we provide that include customized training, strategic planning, job task analysis and benchmarking, pre-employment assessment of job candidates, lean management, employee/customer perception surveys, three hundred sixty (360) management analyses, and coaching and performance consulting. Trustee Moore asked about the percentage of public vs private sector requests for assistance, with VP Moore stating it is fairly equal and they have served twelve (12) employers in the past three (3) months. She

shared that current employer accounts include Talquin Electric, Residential Elevator and Wakulla County.

She displayed a list of internal and external partnerships. She shared, in partnership with Wakulla High and their Reserve Officer Training Corps (ROTC), they created a food pantry onsite to ensure student basic needs are met. She stated in partnership with the Wakulla High School Career and Professional Education Engineering Academy they received a National Science Foundation grant, implemented the Manufacturing Skills Standard Council and developed a Certified Production Technician industry recognized credential pathway.

VP Moore provided a list of various community outreach programs in which we are involved. She said we have expanded our available services, increased the amount of proctored testing, doubled the general traffic coming into the Center, created a comprehensive resource room and identified rentable space, implemented the *Ask the Expert* kiosk with main campus and established a dedicated testing space. Trustee Messersmith stated testing space was previously a major concern for the County. He asked if all classes offered here have testing here, with VP Moore replying yes and confirming with Provost Moore-Davis.

VP Moore introduced Wakulla High School Senior, Paige Pearson, who has participated in dual enrollment and made the Presidents List (earning all A's in her eight (8) classes) in her four (4) semesters. Paige said she plans to graduate from high school this year and get as many TCC credits as possible, while keeping her after-school job. She stated the Wakulla Center is convenient and allows her to manage her time. President Murdaugh asked what advice she would give us about the Center, with Paige replying that providing the information about the Center via public media would be very helpful.

VP Moore referenced Jeannie West, a returning student and stay-at-home mom who takes classes on-line along with her four (4) children and partner. She said Jeannie will have forty-two (42) credits at the end of this semester.

Trustee Callaway inquired if we are involved with the Wakulla Prison, with VP Moore stating she had met with the Warden and implemented the assessment tool on-site.

Director Ballard said we will be talking about conservation, education and recreation. He stated President Murdaugh told him the Wakulla Environmental Institute (WEI) building must be energy neutral, sharing that the solar panels thus far have produced almost twice the amount of energy we need. He indicated the building only uses about ten percent (10%) of the energy that a regularly constructed building would use.

He shared south and central Florida are having some of the worst wildfires experienced in years, indicating what we have done in land management with roller chopping and prescribed burns should prevent this from being a concern at this location. He shared the Fish and Wildlife Commission has reported we have a good habitat for quail, turkey, and deer.

Ms. Dwyer shared we have applied for a U.S. Department of Agriculture (USDA) conservation grant that would allow us to encourage landowners to rehabilitate their property to a long-leaf pine habitat. She indicated WEI has joined the Wakulla County Prescribed Burn Association and hosted a group so they could learn to burn their own properties.

Director Ballard stated we have made some changes to the oyster program, indicating we now have grants (instead of loans) available for the students. He shared some students have paid out of pocket for the equipment and other students took classes without equipment. He said Dixie County has approached him about replicating our WEI oyster program, indicating this fall there will be twenty-five (25) WEI and an estimated twenty-five (25) distance learning students in Dixie County. Trustee Kilpatrick asked how the program in Dixie County would work; with Director Ballard sharing the students will be commercial fisherman looking to get into the oyster program.

Director Ballard said the National Oceanic and Atmospheric Administration (NOAA) heard we had three (3) inch oysters that were one hundred (100) days old and after research conducted through Florida Agricultural and Mechanical University (FAMU), NOAA will now change their U.S. model. He shared FAMU is also working with WEI on a baseline for water quality, indicating oysters clean the water. He ran a video about oyster farming and introduced Rob Olin, CEO of the Panacea Oyster Co-op; indicating we are considering a partnership with them.

Mr. Olin said he took our class and there is a lot that goes into this process. He stated to meet the needs of the people they created the co-op as a C Corporation, indicating it must be profitable and self-sustaining. He shared they have individual investors, USDA loans and a great team of consultants; indicating they are leading a whole new industry. He reported eighty percent (80%) of the students have joined the co-op and they are now marketing the oysters for profit. He disclosed they wouldn't be here without WEI, indicating they are expanding sales nationally.

Ms. Dwyer said the Green Guide Environmental Education program utilizes graduates of the Green Guide program to conduct eco tours and environmental programs, indicating we have done six (6) trips to date and plan to book more for the fall. She said they are also working with the drone program; where students log flight hours on a simulator, practice on pod copters and prepare to take the Federal Aviation Administration exam for commercial drone use. She stated they have partnered with the Osher Lifelong Learning Institute (OLLI) and are talking with the Girl Scouts of the Florida Panhandle about programs.

Dean Anthony Jones disclosed we are planning to offer a couple of credit courses at WEI starting in the fall to take advantage of the laboratories. He said the classes offered would be a blend of on-line and face-to-face learning. Trustee Kilpatrick asked about the types of classes, with Dean Jones saying one will be Earth Science. Trustee Callaway inquired about programs available for Leon County Schools, with Dean Jones saying there is nothing at this time but it is not off the table. Ms. Dwyer said Wakulla Schools has inquired about field trips, indicating there may be a future opportunity for Leon Schools.

Director Ballard shared WEI recently cut a new trail which will allow access to additional parts of our property and provide a fire break. He said next year we will be able to do the 5k run entirely on our campus, sharing that last year we had three hundred fifty (350) runners. He stated this property is a trailhead at the center of the Capital City to the Sea Trail, which will invite marathons and other clean industry events to this location. He introduced Mr. Robert Seidler to discuss a program that may be housed at WEI.

Mr. Seidler indicated he graduated from TCC in 1976, stating it means a lot to him to be involved in what we are doing at WEI. He shared his program was created to teach k8 (kindergarten through 8th grade) students about bike, auto and pedestrian safety. He said the

program identifies edges and models behavior in traffic, sharing the program helps with future driving skills. He proposed a two-day training program with one (1) college credit, stating WEI has the perfect combination of trails, buildings, etc. for the program.

Director Ballard displayed a future site plan for WEI, with President Murdaugh stating we are in the beginning stage of what this site can be to Wakulla County. Director Ballard said we now have a pole barn onsite, which is critical for the storage of the oyster equipment. He shared we are looking at possibly bringing in the Florida Wild Mammal Association, who could provide training. Trustee Messersmith said the organization is very active and well supported in Wakulla.

Director Ballard shared he is talking with FAMU about building tiny houses at WEI. He indicated they are also considering a hotel, and more immediately an amphitheater/training center with seating for five thousand (5,000) people. President Murdaugh said the amphitheater would be covered but not enclosed, indicating the facility would meet the Wakulla High needs for graduation as well as our needs for the WEI campus.

Trustee Messersmith said Wakulla County has tried for years to build a community center, indicating anything we could do to accommodate county events would be beneficial. Trustee Callaway inquired if the opposition to our progress is gone, with President Murdaugh indicating there is still opposition to our growth and some legitimate questions – although we are environmentally focused.

Trustee Moore shared that those who could not quite see what we were doing, have now seen the vision. She said there will always be a small group in support of no growth. Trustee Kilpatrick stated he hears far more questions about what we will do next, rather than complaints. He indicated he is frequently asked about teaching core classes at WEI.

PRESIDENT'S REPORT

President Murdaugh provided the takeaway and upcoming events list to Trustees. He shared we should hear something soon from the legislature, indicating the Council of Presidents has hired Trustee Moore's firm to do marketing. He said the legislative delegation has really stepped up, but it is a very difficult year.

NEXT MEETING DATE

May 15, 2017

Location: Main Campus

ADJOURNMENT

Meeting adjourned at approximately 5:12 p.m.

Minutes approved at the regular meeting of the District Board of Trustees on May 15, 2017.

Randy Pople
Chair

April 17, 2017

Jim Murdaugh, Ph.D.
President

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