

MINUTES
District Board of Trustees
Tallahassee Community College
Center for Innovation
300 W. Pensacola St.
Tallahassee, FL 32301
Monday, November 19, 2018
2:30 pm - Business Meeting

The November 2018 District Board of Trustees meeting was called to order by Chair Moore at approximately 2:30 p.m.

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

Absent: None

Via phone: None

Others Present: President Murdaugh, Candice Grause, Lenda Kling, Charles Sessions, Don Herr, Sheri Rowland, Heather Mitchell, Gloria Mitchell, Kalynda Holton, Ian Carter, Earl Lingerfelt, Barbara Wills, Amy Bradbury, Alice Maxwell, Greg Gibson, Bill Spiers, Scott Balog, Mike Robeck, Philip Shoemaker, Kim Moore, Bret Ingerman, Calandra Stringer, Lei Wang, Kim Allen, Nyla Davis, Jess Tharpe, Craig Knox, Bobby Jones, Kerri Bryan, Janeia Ingram, Randy Nicklaus, Jeff Whalen, Thomas Jackson, Derek Strickland, Brian Ramos, Ron Miller, James Taylor, Cristina Davis, Major Whitlow, Susan Fiorito, and Felina Martin

COMMENTS

Board Chair – Chair Moore asked everyone to stand for a moment of silence and the Pledge of Allegiance. She thanked everyone at the Center for Innovation for hosting the meeting. She expressed to Trustee Frank Messersmith her congratulations to newly elected Commissioner Quincee Messersmith.

Board Members – Trustee Kilpatrick indicated the Science Festival was a great spotlight on what TCC is doing in the community. Trustee Messersmith indicated it was nice to see TCC colleagues at the memorial service for former Dean Nied. Trustee Pople said he saw a report where the Model United Nations again represented us well.

President – President Murdaugh wished Chair Moore a happy birthday, recognizing her as the recipient of the Association of Community College Trustees 2018 Southern Regional Trustee Leadership Award.

APPROVAL OF MINUTES

Chair Moore asked if there were any comments and requested a motion to approve the October 22, 2018 Board Meeting Minutes.

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

INFORMATION AND NEWS ITEMS

Director Maxwell indicated VP Ingerman was recently quoted in the New York Times article “*Program for Success*” which referenced how TCC uses technology to help our students

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succeed. She introduced video clips for the job fair, Science Festival, Spark, Veteran program and 500 Years of *Printmaking: The FSU Collection* art show.

UNFINISHED BUSINESS

President Murdaugh, as discussed in our last Board Meeting, distributed a timeline to the Board for the implementation of the Collective Bargaining Agreement.

PRESENTATIONS

VP Mitchell introduced Ian Carter, a student who has been interning in their office and was the recipient of the Chancellor's Clark Maxwell Scholar Student of the Month Award in October. Ian Carter thanked everyone for the opportunity to be more than a statistic, indicating he plans to transfer to FSU to further his studies in computer science.

Kalynda Holton distributed t-shirts to the Board, discussed the Science Festival and thanked TCC for being a sponsor. President Murdaugh recognized Dean Jones, although not available today, for his work in keeping the Science Festival in Tallahassee under the leadership of TCC.

NEW BUSINESS

Approval of Consent Agenda

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

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

TCC Foundation

TCC Foundation Update (Information)

VP Mitchell said they are trending where they want to be, with an increase in the number of donors and gifts. She congratulated Trustee Lamb for his recent induction into the Alumni Association Hall of Fame.

She indicated the Cleaver & Cork event is almost sold out and next week we will see information on the Session with the Chef cooking event. She shared the Building Legacies fundraiser on November 30th supports a scholarship for a woman returning to school.

VP Mitchell introduced Jess Tharpe, the new Director of Major Gifts. Director Tharpe stated she looks forward to working with everyone.

TCC Foundation – Donation of Art (Action)

VP Mitchell shared they have three (3) pieces of art they would like to transfer to the college.

This request is for the Board to accept the transfer of art as presented.

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

Academic Affairs

Academic Calendar 2019-2020 and 2020-2021 (Action)

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

This item requests that the Board approve the proposed 2019-2020 and 2020-2021 academic calendars.

MOTION: Trustee Messersmith **SECOND:** Trustee Callaway
Motion passed unanimously.

Textbook Affordability: Amendment to Laboratory/Course and Distance Learning Fees for Spring 2019 to Support Open Education Resources (OER) (Action)

Trustee Pople inquired about the distinction between a book and online materials. AVP Stringer stated many publishers now offer students a more expensive physical book or a digital option offering immediate feedback. Trustee Pople said this is a pretty impressive cost differential.

Trustee Messersmith indicated the legislature discussed electronic materials previously and since this is a core class, it is really impressive. Chair Moore shared although there is a fifteen dollar (\$15) fee to cover the cost of the platform, it will replace one hundred thirty-seven dollars and seventy-five cents (\$137.75) in student costs.

This request is that the Board approve the laboratory/course fees and distance learning fees as presented and direct staff to conduct an assessment of fees to identify opportunities to reduce student cost.

MOTION: Trustee Lamb **SECOND:** Trustee Messersmith
Motion passed, with Chair Moore abstaining.

Academic Programs and Course Changes (Action)

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

This request is that the Board approve the recommendation for academic course and program changes for 2018-2019 as attached.

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

Administrative Services

Fund Analysis - October (Information)

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

Construction Status Report (Information)

Trustee Lamb inquired about current projects, with Director Herr sharing we are continuing three (3) roofing projects that should be complete in January.

Hurricane Damage Assessment (Information)

Director Herr said in addition to the items noted, the Defensive Tactics building has roof damage. He indicated our insurance company will send an adjuster to evaluate, determine a reimbursable amount after depreciation and then deduct our ten thousand dollar (\$10,000) deductible. He shared FEMA may reimburse up to seventy-five percent (75%) of what the insurance company will not cover, estimating our damages are currently at one hundred eighty-five thousand dollars (\$185,000).

President Murdaugh said in the last few legislative sessions there has been discussion of our five percent (5%) minimum fund balances, which is where we turn when we have this type of situation. He shared the process for reimbursements will take some time, with Director Herr indicating it may be eighteen (18) months.

Construction Manager Pre-Qualification (Action)

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

This request is for the Board to approve the initiation of the process to pre-qualify construction managers for the period of February 20, 2019 through February 19, 2020.

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

Policy Manual Changes (Action)

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

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

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

PUBLIC COMMENT

Chair Moore stated we do not have any speakers today.

President Murdaugh shared Chancellor Pumariega has resigned, indicating she has been a remarkable Chancellor for our system and will be missed terribly. President Murdaugh stated Trustee Kilpatrick suggested we do a proclamation or resolution in her behalf, indicating we will work on that.

Chair Moore said she is unable to be here on January 22, 2019 and requested we move the January Board Meeting to January 28, 2019. President Murdaugh indicated when they adjourn the meeting they can go to the African American Calendar Unveiling at 5:00 p.m.

Motion was made to adjust the meeting date as presented.

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

WORKSHOP

Center for Innovation Update

VP Moore reminded everyone of the TCC vision, mission and strategic priorities. She shared the Institute for Nonprofit Innovation and Excellence (INIE) was created as a collective voice for advocacy across the nonprofit sphere.

She stated Spark was an investment in a destination for those seeking an entrepreneurial education. She indicated Starbucks was opened as a sense of place for those visiting downtown and every employee has earned a certification. She discussed Veterans Florida, a tailored solution for serving veterans interested in starting or growing their business.

Felina Martin, Nonprofit Resources Center Coordinator, shared a public service announcement created as a collaboration with INIE and WTXL. She outlined the mission and vision of INIE; recognizing Randall Nicholas, CEO, 2-1-1 Big Bend. Mr. Nicholas said he has watched INIE grow and, along with his employees, experienced many of the workshops and events.

Major Whitlow, Executive Director, and Cristina Davis, Associate Director, of Major Career and College Prep, said they are new this year and INIE has been instrumental in obtaining their

nonprofit status. Ms. Davis said the people here were very inviting, expressing her appreciation for the personal and professional support provided.

Ms. Martin said they have a great Board who has taken on strategic planning; with an emphasis on understanding member needs, ensuring financial stability and focusing delivery on a high impact program. She shared their 2019 catalog of ninety-one (91) programs, with four (4) educational tracks.

Trustee Messersmith asked if we can reach out to the many little registered groups across the state. Ms. Martin said there are many management service organizations in the state and we are all communicating with each other, so we can advocate for all the nonprofits. She said moving forward will be digital to expand our reach.

Rick Paul, Spark Program Coordinator, displayed a list of current offerings; to include mentoring, forums, boot camps, workshops, speaker series, etc. He stated they have hosted design week and startup week, participated in the Junior Achievement of the Big Bend Shark Bowl and indicated they are exploring additional future events and services.

Charles Sessions, Veterans Entrepreneur Program Coordinator, provided an overview of the program, workshops and services available. He said their grant provider is Veterans Florida and they receive invaluable support from the Richard W. and Karen B. Moore Veterans Success Center, along with other industry partners.

Director Balog provided information on the reimaging of the Center, sharing specifics on the building and location. He indicated they support government, nonprofit, education and business; stating they will be supporting the ecosystem with big data, cybersecurity and educational technology.

He shared the planning approach will include in-demand programming; relevance and value add; and vision for the future. He said we would hear about the activities in which the college is engaged from the following partners and colleagues:

Philip Shoemaker, Inspired Technologies	Antonio Montoya, Domi Station
Derek Strickland, Nascent Technology	Jim Taylor, Florida Technology Council
Brian Ramos, Think Big!	Kerri Post, Visit Tallahassee
Susan Fiorito, FSU Jim Moran School of Entrepreneurship	Paige Carter-Smith, Downtown Improvement Authority
Jeffrey Whalen, National High Magnetic Field Laboratory	Mark Mustian, Word of South
Dominick Ard'is, FAMU REACH	John Wilcox, DiaTech
Donald Parks, Flagler College - Tallahassee	Thomas Jackson, Covalent
Steve Evans, Economic Vitality Leadership Council	Michele Madison, Farming the Future
Ron Miller, Innovation Park and AERO	Ido David, ACT House
	Barbara Wescott, Swellcoin
	Russell Forstall, Swellcoin

There were many common comments among the speakers, including:

- the support they have received here,
- how we are an important facilitator in the community,
- how they are looking to partner and provide a path for students that addresses the lack of qualified individuals in the area,
- how we can work together to create pathways that avoid duplication,
- how they are proud of being an entrepreneur in Tallahassee,
- how they are excited about the rebirth of our downtown location and are working on ways to use the space, and
- how they are highlighting what TCC does.

Director Balog thanked everyone for their time today and the speakers for what they do in our community. Chair Moore indicated this is an exciting time in our community.

PRESIDENT'S REPORT

None

NEXT MEETING DATE

Monday, January 28, 2019

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 January 28, 2019.

Karen Moore
Chair

Jim Murdaugh, Ph.D.
President