

## MINUTES

District Board of Trustees – Tallahassee Community College

444 Appleyard Drive

Tallahassee, FL 32304

March 17, 2008

2:30 P.M. - Board Workshop

4:00 P.M. - Business Meeting

Chair Moon called the District Board of Trustees workshop and business meeting to order at approximately 2:30 pm.

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

**Others Present:** President Bill Law, VP Barbara Sloan, VP Robin Johnston, VP Bill Campman, VP Sharon Jefferson, VP John Chapin, VP Teresa Smith, Jim Murdaugh, Jerry Schilling, Barbara Gill, Bobby Jones, Chip Singletary, Lois Ewen, Susie Hall, Raven Davis, Ethel Guinyard, Frank Brown, Monte Finkelstein, Larry Cliett, Tom Waller, Marge Banocy-Payne, Cherry Alexander, Kate Stewart, Terry Pendleton, Charles Riley, Kris Reeves, Chip Singletary, Rick Frazier, Judy Bently, Bill Mabile, Scott Balog and Patsy Warmack.

Chair Moon welcomed everyone in attendance. The Chair asked for everyone to stand for a moment of silence remembering George Cobb, Math Faculty member who was killed in a motorcycle accident, and his family at this time. Please remain standing for the Pledge of Allegiance to the American Flag.

### COMMENTS

**Board Chair –** Chair Moon introduced the Vice President for Administrative Services and CFO, Teresa Smith.

Chair Moon welcomed former VP Glendon Forgey back for a visit.

**Board Members –** None

**President –** President Law reported on his visit to the Gates Foundation located in Seattle, Washington and presented a brief report on the great work they are doing in education. Their goal is to strive to double the number of people in the age bracket of 16-26 years to earn some post-secondary education. The President distributed to the Board the source documents for their viewing.

### BOARD WORKSHOP

The workshop is an overview of the 2007-2008 College budget beginning with the:

- Update on the State finance picture.
  - Original Budget built on state funding.
  - First Cut by TCC in October.
  - Second Cut in Spring Semester

- TCC's Budget
  - Adopted budget anticipating the cut.
  - Budget operating today, below the cuts.

President Law presented the review giving the Board a total picture of information for the college's 2007-2008 projected budget.

The floor was opened for comments and questions from the Board members.

All questions from the Board were answered and discussed as required.

The complete presentation is store electronically on the TCC portal.

President Law distributed copies of governance document and the joint resolution creating the Florida College System that will go to Florida voters.

Discussion was held on the many options that could occur.

### **APPROVAL OF MINUTES**

Chair Moon requested a motion to approve the minutes of the March 17, 2008 Workshop/Board Meeting.

**MOTION:** Trustee Lamb moved to approve the minutes of the March 17, 2008 Workshop/Board meeting.

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

### **INFORMATION AND NEWS ITEMS**

Communications Director Susie Hall shared the media clips and videos:

- TCC Fire Academy Graduation
- Tallahassee Southern Model United Nations
- Chinese Delegates from the Chinese Police Academy Visit PTLEA.
- Outstanding Youth Volunteer named – Christina Holden, TCC Student.

**UNFINISHED BUSINESS – none**

**PUBLIC COMMENT - none**

### **NEW BUSINESS**

Chair Moon requested a motion to accept the consent agenda as presented.

**MOTION:** Trustee Lamb moved to accept the consent agenda as presented.

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

## **DISCUSSION ITEMS**

### **ADMINISTRATIVE SERVICES**

**Fund Analysis and Check List** – President Law reported the agenda item reflects the current year’s budget and at this time the college is under budget and under expended on the operating budget.

Trustee Hebrock brought forward the City of Tallahassee’s peak usage plan and how it could affect TCC.

Trustee Hebrock also brought forward the possibility of more use of solar energy on campus that could help the cost of TCC’s billings. President Law stated that the college is aware of this and working toward these goals. The President will keep the Board informed.

**Construction Status Report** - President Law reported the following:

- Parking garage is two months ahead of schedule.
- Learning Commons is on target in the construction phase.
- Ghazvini Center for Healthcare Education – The President met with Steve Ghazvini and had dinner with the senior Ghazvini’s. The family is pleased to know the plans are progressing.

#### **Copy/Print Services Contract**

President Law reported that he did not feel that evaluation of this service was within the staff’s realm at this time. He requested to extend the present contract until a new contract could be negotiated.

Chair Moon moved to authorize the President’s request to extend the current copy/print contract with Xerox Corporation for nine months, revising the end date to December 31, 2006.

**MOTION:** Trustee Moore moved to authorize the President’s request to extend the current copy/print contract with Xerox Corporation for nine months, revising the end date to December 31, 2006.

**SECOND:** Trustee Lamb. The motion passed unaniomously.

### **ACADEMIC AFFAIRS**

**Affiliation Agreements Health Facilities/Dental Offices** - President Law requested authorization to renew the agreements with these facilities for the period of April1, 2008 – March 31, 2009 as needed.

Chair Moon requested a motion to authorize the President to renew the agreements with these facilities for the period of April1, 2008 – March 31, 2009 as needed.

**MOTION:** Trustee Shirah moved to authorize the President to renew the agreements with these facilities for the period of April 1, 2008 – March 31, 2009 as needed.

**SECOND:** Trustee Hebrock. The motion passed unanimously.

**STUDENT AFFAIRS - None**

**RESOURCE DEVELOPMENT – FOUNDATION**

Mr. Robin Johnston, Foundation Director presented the TCC Foundation Update as follows:

- Next Board Meeting
- Annual Campaign
- Ghazvini Center for Health Care Education

**PRESIDENT’S REPORT - None**

**FUTURE AGENDA ITEMS**

Chair Moon appointed the President’ Evaluation Committee. Trustee Moore and Trustee Messersmith will serve with Chair Moon on this committee.

**NEXT MEETING DATE**

April 21, 2008

**ADJOURNMENT** - The meeting adjourned at approximately 5:30 pm.

Approved at regular meeting of the District Board of Trustees.

Date \_\_April 21, 2008\_\_\_\_\_

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Chair, Kimberle Moon

\_\_\_\_\_  
President, William D. Law, Jr.