

MINUTES
District Board of Trustees
Tallahassee Community College
Florida Public Safety Institute
215 Academy Drive, Conference Center
Havana, FL 32333
March 18, 2013
Board Workshop – 2:30 pm
Business Meeting – Immediately Following

The March 2013 District Board of Trustee workshop was called to order by Chair Callen at approximately 2:32 pm.

Members Present: Chair Callen, Trustees Callaway, DeFoor, Lamb, Messersmith and Moore

Absent: Vice Chair Moon

Via phone: None

Others Present: President Jim Murdaugh, Wayne Rabon, Janita Patrick, Kimberly Moore, Ben Achong, Mike Watters, Melanie Rinkel, Aissata Sissoko, Mike Robeck, Teresa Smith, Bobby Hinson, Mary L. Pankowski, Larry Bourdeau, Everett Barber, David Hendry, E.E. Eunice, Lillian Johnson, Wendell Johnson, Gloria Mitchell, Calandra Stringer, Marge Banocy-Payne, Frank Brown, Bill Spiers, Kim Allen, D. Wildes, Karinda Barrett, Dale McColskey, Robin Johnston, Barbara Sloan, Harriett Abrams, Gareth Euridge, Alice Maxwell, Julia Steiner, Kristal Moore Clemons, Anthony Jones, Phillip S. Stewart, Julie Hanowell, Roger Milton, Dorothy F. Thomas, Tyrone Smith, Pamela MacRae, Marshall Cassedy, Jr., Bonnie Holub, David DelRossi, Eddy Howard, Bradford Williams, Nancy Donovan, Mabry Gaboardi, Bryan Hooper, Adam Carlberg, Niki Costantino, Marilyn Dickey, Patricia Manning, Brandie Oscar Faulkner, Sally Search and Lenda Kling.

COMMENTS

Board Chair – Chair Callen welcomed everyone, asking all to stand for a moment of silence and the pledge of allegiance. She said she was amazed to see a number of wonderful things about TCC in the newspaper.

Board Members – Trustee Lamb indicated he was happy to see so many people in the audience today.

President – President Murdaugh said it was special for him to be at the Florida Public Safety Institute (FPSI) today.

BOARD WORKSHOP

Serving Gadsden County

Director Eunice introduced Kim Allen, Director of Continuing Education for FPSI. Director Eunice welcomed everyone, indicating FPSI has about 1,500 acres. He shared the Administration Building, with approximately 35,000 square feet, houses a section of the Florida Highway Patrol, Wildlife Commission, Tallahassee Police Department, Leon County Sheriff's Department, State Fire Marshall's Office, Division of Financial Services and the TCC Store. He

stated the store supplies uniforms and supplies for all our recruits, generating approximately \$600,000 annually.

Director Eunice shared the classroom building has seventeen classrooms in about 35,000 square feet. He said there are four rooms with the capacity to hold sixty-five people, smaller rooms with a capacity for thirty-five, a courthouse, a telecommunications lab, two computer labs, and what the Highway Patrol calls a muster area. He indicated there are approximately thirty-five classrooms throughout the complex.

Director Eunice stated the firearms complex has pistol ranges, rifle ranges, clean ranges, a cover and concealment range, a tactical entry house, a bombing range and a five-story rappelling tower. He shared we have one instructor on the line for every six recruits actively engaged in firearms training. He indicated there is a driving complex for pursuit training and we can also wet the blacktop to replicate real world all-weather driving for training purposes.

Director Eunice reported the Housing Complex, with a three story dormitory, has 200 rooms with 270 beds – sharing the charge is \$26 per night for a single room and \$19 per person per night for double lodging. He stated this was certified green lodging in August 2011. He indicated a lot of our partners, including Florida Highway Patrol and Wildlife Commission, are here for about seven months.

He said the dining facility has both a hot bar and a deli bar, with seating capacity for about 500 people. He stated they serve about 16,000 meals per month, charging \$29 a day for meals – which is \$7 less than the state per diem.

Director Eunice indicated the conference center was built in 2009, with a little more than 10,000 square feet. He stated the lobby is dedicated to Col. Jenkins, a former TCC Board Trustee. He shared it can be divided into three separate classrooms and used for many purposes, with events catered by the FPSI Dining Facility. He said when set up auditorium style, it can seat about 500 people. He shared the original dorm has sixty-four beds, houses two classrooms and the Department of Juvenile Justice offices.

Director Eunice indicated the recently completed Re-entry Center, although not currently funded for inmate population, was designed to hold approximately 450 inmates and 200 corrections officers. President Murdaugh indicated this facility is in the Governor's budget as a public facility, which is the only new facility he is recommending be opened this year.

President Murdaugh said the Governor asked us to submit a proposal to provide literacy and job skills training for the inmates, who are within twelve to eighteen months of release. Our proposal is worth about \$1.6 - \$1.8 million and that is in the Governor's budget as well, although the item is listed as a project to be bid.

Trustee Lamb asked about an opening date, with Director Eunice indicating there is not yet an opening date. Trustee Lamb inquired if the released inmates would be staying in the local area, with Director Eunice indicating they would be released to return to the area from which they came. Trustee Lamb asked if they are minimum security inmates, with Director Eunice saying that is what we have been told. President Murdaugh shared the inmates are within 12-18 months of release, so their incentive to escape is pretty low.

He continued saying this will be an economic boost for Gadsden County – stating it is clean industry and there will be jobs for people who will be renting homes, putting children in school, buying groceries, etc. Trustee DeFoor said this could be much bigger than we are thinking, indicating to his knowledge this is the first time anyone has ever built a prison on a college campus and may be visited by many. Director Eunice indicated this has been on the national news with Chief McNeil many times.

Director Eunice presented a list of approximately sixty-five different Law Enforcement partners, with two air transport helicopters serving as secondary transport throughout north Florida and south Georgia. He indicated the law enforcement basic recruit course costs \$3,367 for 824 clock hours, which includes everything but their uniforms. He introduced Recruit Keith Baber, who wanted to make a few comments.

Recruit Baber stated it was an honor and privilege to be here addressing Dr. Murdaugh and the Board of Trustees. He shared he is not the youngest recruit in his class – in fact, he is twice the age of many. He indicated he is a military veteran, retiring after twenty years active duty Army. He said he was a Major in the infantry and had multiple combat tours, deciding to start a second career in law enforcement. He shared he is originally from Florida, although he hasn't been here for twenty years.

He stated his research indicated this academy is the best place to get the training, with a 97% pass rate on the State Officer Certification exam. He said in six weeks they have taken five written tests, a physical abilities test, etc. He indicated as a veteran, the process to get here has been simple and the academy has been very helpful. He communicated he was impressed with the academy and was looking at enrolling his eighteen year old son in the Fire Academy. He wanted to tell us about his experience and wished everyone a good afternoon.

Trustee DeFoor asked with the thirty-nine available academies, what discriminators led him here. Recruit Baber said we require more training, along with our pass rate on the state test. Trustee Moore thanked him for the service to our country. She said we believe we have the best faculty and it is good to hear him concur. Trustee Lamb thanked him for picking this academy and President Murdaugh thanked him for his service to the country.

Director Eunice said the minimum number of hours required in Florida is 770, but we do not want to give just the minimum. President Murdaugh said the extra hours are so recruits can get out of the classroom, onto the roadways to apply the training they had in the classroom. Chair Callen also expressed her thanks to Recruit Baber.

Director Eunice stated the Corrections Officer basic recruit course is 460 clock hours, with a cost of \$2,201.58. He shared the Firefighter basic recruit course is 450 clock hours, at a cost of \$3,010. He indicated every class is also required to provide some type of public or community service; with some recipients being the Refuge House, Fallen Florida Police Officer Benefit, etc.

Director Eunice shared the Advanced and Specialized Programs are trust funded training courses for city, county and college. He said Region 3 is comprised of six north Florida counties; indicating for every ticket written or arrest made, we get \$1 to be used to train their officers. In FY 2011-2012, we received \$92,897 and provided eighteen courses. He said Region 15 is all the state agencies; so when state law enforcement officers write a ticket, we receive \$1. In FY 2011-2012, we received \$238,216 and provided sixteen courses.

Director Allen, who oversees advanced specialized training programs and some of the grant programs, stated we have a total of twenty-eight grants housed at FPSI, including a mining grant and twenty-two Federal Department of Transportation grants. She said we have approximately thirty staff people working on the grants totaling \$12.6 million.

Director Allen stated the Department of Justice will not be renewing their two grants next year, indicating these have primarily involved intelligence training, which we now have available free online. She said we have two grants for FDOT Traffic Safety & DUI Enforcement training, last year offering twenty-one programs and training 398 students at FPSI. She indicated we did sixty-seven regional courses, from Key West to Pensacola, training 1,222 officers statewide and foresee the continuation of these grants.

She said the Mining Grant has two personnel – one is Ben Hart who has been with the program since its inception twenty-six years ago, although he is planning to retire in about eighteen months. She stated that in Florida surface miners and contractors working in mines must receive training, sharing that last year we trained thirty-five new miners and thirty-four contract miners. She indicated that per statute there is an eight hour refresher for each and we have trained 450 miners to date this year. Trustee DeFoor asked what types of mines; with Director Allen stating it is limestone, sand, phosphate, etc.

She shared that Polk County has the majority of mines, although Gadsden County has one of the largest mines in northern Florida. She said we are the only entity delivering new instructor training and have trained thirty-two new instructors this past year. She stated we coordinate a one week mining conference each year – indicating this year the conference was in Kissimmee, with high profile speakers from Washington and 326 attendees. She indicated we had trained 908 people in the second year of this grant, stating we are pushing the funding to training.

Director Allen indicated we also have a 911 Public Safety Telecommunications program; which is now mandatory for dispatchers and telecommunications officers hired after October 12, 2012. She shared Robert Mixson, FPSI, was the first officer to challenge and pass the exam – making him the first in the State of Florida to be certified and he is now overseeing the program.

Director Allen indicated we are responsible to the Department of Health for the curriculum and to the Department of Education for the educational requirements; such as certified instructors. Trustee DeFoor inquired about our competitors, with Director Allen stating most are agencies doing their own training. She said most academies are not interested in providing the training, since you must have the CAD system which we already had. Director Eunice shared the program is 232 hours of training.

Director Allen shared the Spanish DOT Grant is a ten day intense Spanish program, where they live on campus and have no English spoken during the class after the third day. So officers may receive salary incentives, she stated we have asked our vendor to move forward with a forty-hour advanced Criminal Justice Standards & Training Commission Spanish curriculum.

Chair Callen inquired if the entering officers speak any Spanish, with Director Allen indicating most entering the basic course speak little or no Spanish. She said most officers entering the intermediate class speak a little more Spanish – however after the ten day program, they are fairly fluent.

Director Allen shared the Security Officer Program is one of the top twenty-five courses looked at nationally as an up and coming career. She indicated we offer quarterly a twenty-eight hour armed G license and a forty hour unarmed D license, as well as a monthly requalification class. She said the program is overseen by the Department of Agriculture.

Director Allen shared a special event at FPSI is the week-long Bloodhound scent tracking seminar held in conjunction with Missing Children Week. She said last year there were nineteen teams (a handler and one dog), with most being repeat teams. She shared they also host a Black History in Law Enforcement event and a Women in History event every year.

She shared another annual event is the Instructor Training Seminar, with approximately 300 attendees and thirty-five vendors. She indicated there are around 70 training sessions held during the week, with over 2,500 certificates issued.

Director Allen shared we have a dual enrollment program with the students of East and West Gadsden High Schools. She shared there are three programs – the 911 telecommunications, armed and unarmed security officer, and correctional officer training. She said the high school seniors must qualify via an exam and wear a uniform to spend approximately three hours a day on our campus. She indicated the training counts as three high school credit hours and they earn a certificate that allows them to obtain a job in one of the three disciplines.

Director Eunice presented information on our environmental stewardship; referencing forest management, the Florida Green Lodging Program, lead management on firearms ranges, disposal of spent lighting and electronic equipment, and natural gas conversion. He said when the Re-Entry Center was built; FPSI gained access to natural gas. He shared previously they spent about \$50,000 annually for propane, but are expecting about a 30% savings with the conversion.

Director Eunice shared emerging priorities include to be recognized as a national training provider for public safety training, to ensure the profitability of auxiliary accounts and to provide distance learning and continuing education.

Director Eunice stated we were honored last year to have Mrs. Pat Thomas and her two children visit for the first time. He said they arranged a VIP Tour with lunch, including a visit to one of the basic recruit classes.

Trustee Callaway inquired about entrance criteria. Director Eunice said an application must be completed and a background check is required. Trustee Callaway asked if anyone was ever turned away. Director Eunice said anyone with a criminal background cannot enroll. Trustee Callaway inquired about placement rates, with President Murdaugh indicating we get many employers throughout the state hiring our recruits.

Trustee Callaway said there should be public news about where our recruits go from here. She said some time ago she did a tour that took about twelve minutes, where she saw the recruits training in a little wooden building. She indicated this is phenomenal growth in a needed area. Trustee DeFoor suggested maybe the Trustees should have a tour of the facility.

Trustee Lamb asked if we used the helicopter to assist EMS in Gadsden County. Director Eunice said when a person is delivered here via ground transport, we will then air transport to the needed location.

Phillip Stewart, Talent Search, shared that the Gadsden Grants, Programs and Services is a collaborative effort of key stakeholders in Gadsden County. He indicated they assess the effectiveness of current grants, programs and services. He said they identify unmet needs in the community and seek out lasting solutions. Lori Livingston presented information virtually on GPS (Grants, Programs and Services).

Lillian Johnson indicated a network of people renovated a house in Gadsden County that was not livable, stating it did not even have a septic tank. She said they arranged for the septic tank and air conditioning units, sharing it was a blessing to be able to help the seniors who are often forgotten in our community.

Roger Milton, Project Director of the Quincy House, stated in 2004 we were blessed with this facility. He said in 2007, we housed about twenty-five students – where they require the students to dress neat, with a haircut for young men and shirts tucked in. He said they told the students they would be coming to college, indicating he is a believer of expectations. He said the next year; the student population grew into seventy – which is maximum capacity, stating they have classes outside on the porch.

He said with the 21st Century program, we provide services to over 150 students in grades 2 – 5. He shared that the next year we applied for another grant at Shanks Middle School, where we service over 120 students in grades 6 – 8. He indicated with other funding, they serve over 600 students at six schools, sharing that two of the schools are in Jefferson County (Monticello).

Mr. Milton indicated we are an official testing site at the Quincy House. He said from 9:00 a.m. – 12:00 p.m. and 6:00 p.m. – 9:00 p.m., we have a GED program for adults, currently with about twenty students. He stated our labs are open daily and we provide over 140 OPS positions. He shared we take four high school students each year that tutor other students and to date, all of the tutors have gone to college.

Mr. Milton revealed they have a program where a Gadsden County work study student can provide services at one of our schools. He said they have a relationship with WorkforcePlus, where students and young adults can come to the Quincy House and help with data collection or tutoring to gain work experience. He said they have a wonderful relationship with the American Safety Institute.

Mr. Milton said the State of Florida now requires anyone, without a prior driver's license, to take a four hour mandatory drug and safety course – which they teach. He said they provide the four hour safety class needed after receiving a traffic ticket. He shared they have a relationship with Students against Destructive Decisions (SADD), incorporating it into their after school program. Mr. Milton said they would love to provide Career Technical Education (CTE), which provides certifications for middle and high school students.

Mr. Smith, Assistant Manager of the Quincy House and Site Director of Shanks Middle School, said he was personally a testimony to the involvement of TCC in Gadsden County, sharing he was a dual enrollment student at East Gadsden High School. He stated he graduated from TCC and proceeded as a transfer student to FAMU. He shared he was hired by the TCC Quincy House in 2005 via a volunteer partnership with the City of Quincy and stated it is important for young people in the community to see individuals like themselves succeed.

Mr. Milton stated about 40% of the OPS employees do not have degrees, but are required to be in some type of educational program to be a part of the team. Mrs. Thomas said she is a graduate from TCC and Flagler – a requirement of Mr. Milton. She said at Stewart Elementary they have seen 600+ students, thanking TCC for the support. She stated it was time to renew the grant and hoped we were very successful.

Phillip Stewart, Program Specialist, stated the Educational Talent Search program serves over 500 middle and high school students in Gadsden County – indicating 2/3 of the participants must be low-income and potential first-generation college students. He disclosed the services include academic, financial, career and personal counseling; career exploration and aptitude assessment; tutorial services and test preparation; exposure to college campuses; information on student financial assistance and financial literacy; assistance in completing college admissions and financial aid applications; assistance in preparing for college entrance exams; special activities for sixth, seventh, and eighth graders; and workshops for the families of participants.

Mr. Stewart indicated 99% of the 6th – 11th grade students were promoted to the next grade level, 96% of the high school seniors graduated, 92% of the high school seniors applied for financial aid, 75% of the high school seniors applied for postsecondary school admission, 75% of the high school seniors enrolled in a program of postsecondary education (an additional 10% enlisted in the military), and approximately 80% of the college enrollees chose TCC as their college of choice.

Mr. Stewart said they are facing a 5% cut in funding beginning September 1st, which translates to a loss of \$11,500 per year. He said they plan to work with the TCC Foundation to raise funds to support more college access activities and help absorb the effect of the sequester. He shared they have also begun tracking the students through college graduation.

Wendell Johnson, Director, stated Take Stock in Children (CROP/TSIC) serves 336 students throughout the tri-county area, with 102 from Gadsden County. He said there are a lot of similarities with Talent Search; however one of the key differences is the mentoring component. He indicated he agreed with Mr. Milton that mentoring was not enough, but there is a tremendous increase in success for the students that see us.

Mr. Johnson said they work with students in 6th – 12th grade; mentor them, help them with good decision making, offer academic enrichment programs, leadership development, character building and academic focus programs. He stated they force students to do critical thinking and reasoning. He shared their partnership with TSIC allows them to provide scholarships to the students – two year scholarships through the TCC Foundation or 2+2 scholarships.

President Murdaugh said Mr. Johnson was terribly modest, sharing our program is remarkable and a model throughout the state.

VP Moore presented the economic landscape for Gadsden County, indicating the current unemployment rate is 8.8% down from 10% a year ago. She said the current Gadsden unemployment rate represents 1,751 people, with the region having a 6.7% unemployment rate representing 12,415 individuals. She shared the makeup of positions in Gadsden County is very interesting, since 33% is total government. She continued that from June 2011 to June 2012 there was a -2.7% job loss – mostly in government positions.

VP Moore revealed there are 800 businesses in Gadsden County, with 77% having less than ten employees – indicating our strategy may be for us to go to them. She said the region has 9,481 businesses, with 74.2% of them having less than ten employees. She shared the state has 602,492 business establishments, with 80.4% of them having less than ten employees.

VP Moore shared the largest group of unemployed, representing 23.5%, is 16 – 19 years old; with another 14.3% in the 20 – 24 age range. She said of those unemployed, 13.4% have less than a high school diploma. She pointed out that as you gain education, there is less likelihood that you will be unemployed. She revealed that 8,049 travel to and 11,751 people travel from Gadsden County every day for employment, while 4,829 reside and work here.

Trustee DeFoor asked VP Moore to review the Wakulla County figures. VP Moore shared 2,299 travel to and 9,185 travel from Wakulla County daily for employment, with 1,955 residing and working within the County. She shared this is the second highest commuter traffic in the State.

VP Moore stated that in 2012 there were seventy-one job orders (seventy-five openings) for employees with high school diplomas or equivalent, with 1,406 people applying for those Gadsden County positions. She said for jobs with no minimum education requirement, there were thirty-nine job orders with 1,195 applicants.

VP Moore said next steps include working collaboratively with local and regional economic development and workforce partners to identify workforce skills gaps, impacting the number of Gadsden County residents who lack a high school diploma or GED, and continuing to identify financial resources and programs that enhance the existing efforts.

VP Moore indicated Gadsden YouthBuild is one of thirty-one projects funded nationwide, with a three-year grant. She shared the target group is sixty at-risk youth between the ages of 18-24. She stated one of the program differences is the students are paid a stipend while working toward their GED and an industry recognized certification. She said the group is currently building a single family home for purchase.

VP Moore shared our goal was to enroll sixty youth, with actual enrollment at sixty-two. She said the certificate/degree attainment goal was thirty, with results at fifty-seven and the possibility of more from the current participants. She indicated the grant referenced a recidivism rate of 20% or less, however we are at 3%. She stated the post-program placement rate goal was 75% and we are at 50%, although this figure includes only the 1st cohort since the 2nd cohort is still participating in the program. She revealed the retention rate goal was 75% and we are at 73%.

VP Moore indicated the group had participated in community service projects; such as building picnic tables, planters, and the home. She said one of the students in the 1st cohort group contacted her to see if they could be considered for purchasing the home. She introduced Bradford Williams, a recent Gadsden YouthBuild Graduate.

Mr. Williams thanked the Trustees and President Murdaugh, indicating he was in the 1st class. He shared he was originally challenged by small things, stating his previous life included hanging with the wrong crowd and doing some risky things that got him into trouble, indicating he was picked up on a criminal charge. He shared the YouthBuild staff believed in him, they

convinced the judge to let him continue the program and upon return to the program – he worked hard on the project house. He said as a result of the hard work, he was named the Gadsden YouthBuild student of the quarter, receiving gift cards and a leather tool belt.

Although he did not earn his GED last year, he continued an evening masonry apprentice program with a TCC Foundation scholarship. He shared he is now in the first semester of the final year for his apprenticeship and has received his GED, indicating he has also been working part time in the lab at the YouthBuild program. He said he wanted to finish the apprenticeship program and continue his education through TCC. He thanked the YouthBuild staff.

BUSINESS MEETING

Chair Callen called the Board meeting to order at approximately 4:29 pm

COMMENTS

Board Chair – Chair Callen recognized President Murdaugh and indicated the special recognition would be moved to the beginning of the meeting.

Board Members – None

President – President Murdaugh recognized VP Johnston to present a Special Recognition.

Special Recognition – TCC Foundation Board Director Emeritus

VP Johnston recognized Marshall Cassedy, Jr., former TCC Foundation Board Director. He shared that Mr. Cassedy has a long, distinguished period of service with the TCC Foundation, including President of the Foundation. He asked the TCC Board of Trustees to join in recognizing Mr. Cassedy as TCC Foundation Board Director Emeritus.

Mr. Cassedy thanked everyone for the honor, indicating he served about 32 years with the Foundation. He stated it was heartwarming to see FPSI flourish and wished he had more time to serve.

President Murdaugh asked the Board to vote on a motion to recognize Marshall Cassedy, Jr. as Director Emeritus of the TCC Foundation Board of Directors.

MOTION: Trustee DeFoor

SECOND: Trustee Callaway

Motion passed unanimously.

APPROVAL OF MINUTES

Chair Callen asked if there were any comments and requested a motion to approve the minutes of the February 18, 2013 Board Meeting.

MOTION: Trustee Messersmith

SECOND: Trustee Lamb

Motion passed unanimously.

INFORMATION AND NEWS ITEMS

Director Maxwell said we have recently put together a couple of special pieces for Gadsden County – YouthBuild and FPSI specialized training. She indicated we are currently doing a piece on a veteran who is a FPSI graduate. She introduced video clips including articulation (2+2) agreements, ipad/iphone training, STEM students and FSU/FAMU Advising Days.

UNFINISHED BUSINESS

None

PUBLIC COMMENT OR PRESENTATIONS

None

NEW BUSINESS

Approval of Consent Agenda

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

MOTION: Trustee Lamb

SECOND: Trustee DeFoor

Motion passed unanimously.

President Murdaugh recognized Dr. Barrett and the second year faculty. Dr. Barrett indicated the Center for Teaching, Learning and Leadership supports them during their first three years, prior to going on continuing contract. She said during the first year the faculty focus is on instructional effectiveness and the second year the focus is on collegial relationships, with an opportunity to work together in cross-discipline groups on a topic of their choice.

Dr. Barrett said this year some of the topics on which they focused were the flipped classroom, soft skills students need in the workforce and math skills needs at the higher course levels. She asked them to stand for recognition and a round of applause. Dr. Barrett also recognized Brandie Oscar, the facilitator of the seminars.

Trustee Messersmith confirmed this is not an instructor requirement prior to entering the classroom, but something TCC does. Dr. Barrett indicated TCC does this by working closely with the Deans, bringing faculty in three days before their contract for orientation and then meeting most weeks to provide support.

Administrative Services

General Contractor Pre-Qualification (Action)

President Murdaugh stated this item requires approval by the Board in a public meeting.

This request is for the Board to approve the initiation of the process to pre-qualify general contractors for the period of May 21, 2013 to May 20, 2014.

MOTION: Trustee Moore

SECOND: Trustee Lamb

Motion passed unanimously.

Construction Status Report (Information)

Director Wildes shared the month was fairly quiet, with PECO funding starting to have an effect. Trustee Lamb asked about the Quincy facility, with Director Wildes stating he is currently working on the cost estimates. President Murdaugh said we see an opportunity in Gadsden and Wakulla to expand the footprint already established and expand the services.

He continued by saying we have run out of space in Gadsden and the current Gadsden lease is expensive, indicating the most logical option appears to be to acquire some land on which we would build a structure. He shared we have been offered some land by the city, at no cost

to the college, on which we could build a structure. He stated our current lease costs about \$65,000 annually, with initial thoughts being we could build a bigger structure for that cost.

Trustee Lamb commended the staff at the Quincy facilities for the presentation and the work they do, indicating he feels they are doing a great job.

Fund Analysis – February 2013 (Information)

President Murdaugh indicated we would address any questions.

Disposition of Property (Action)

President Murdaugh stated this is per TCC policy and requires Board approval.

This request is for the Board to authorize the surplus of these vehicles.

MOTION: Trustee Moore

SECOND: Trustee Lamb

Motion passed unanimously.

Purchasing Card Policy and Procedures (Information)

President Murdaugh stated this is to provide the Trustees with the information on our procedures for purchasing cards. He indicated after a review by VP Smith, we have made some changes to address previous concerns identified – including changes to internal procedures, which include monthly oversight of purchases by the Office of the VP for Administrative Services.

Trustee Messersmith indicated the document said if we find a questionable purchase that cannot be justified we seek reimbursement, asking how we seek the reimbursement. VP Smith said in our Purchasing Card Manual we have some guidelines for seeking reimbursement, which includes the right to garnish an employee paycheck.

Development Agreement with the City of Tallahassee (Action)

President Murdaugh said this was a request for a one year extension, sharing this is the item referenced by Commissioner Gillum at our last meeting. He stated the City was asking us to pay for an updated traffic survey; however based upon our inquiry of the reason for the survey, Commissioner Gillum was able to work with City staff and a determination was made that it was not necessary for us to expend those dollars.

This request is for the Board to approve a one year extension of the existing Development Agreement between Tallahassee Community College and the City of Tallahassee.

MOTION: Trustee Messersmith

SECOND: Trustee Moore

Motion passed unanimously.

Construction Manager Agreement (Action)

President Murdaugh said this item required Board approval.

This request is for the Board to approve the attached Agreement between the District Board of Trustees of Tallahassee Community College and Construction Manager for Certain Projects.

MOTION: Trustee Messersmith

SECOND: Trustee Lamb

Motion passed unanimously.

Academic Affairs

Recommendation of Annual Faculty Contracts for 2013-2014 (Action)

President Murdaugh stated the identified faculty participated in new faculty seminars in the Center for Teaching, Learning and Leadership. He took a moment to thank everyone who helps in this effort, indicating this is what continues to make us the place where faculty wants to work and gives reassurances that what happens in the classroom is of high quality.

President Murdaugh stated there is dialogue downtown that once faculty are hired, they are automatically tenured (continuing contract) – which is simply not the case. He indicated we spend a lot of energy recruiting, going through a rigorous selection process and then utilizing different training modules for the first three years. He shared that not everyone makes it – indicating we have not previously shared this type of information with the Board, although we have one unnamed faculty member that is not being recommended for renewal at the end of their second year.

Trustee Callaway confirmed third year faculty could be held on annual contract for a fourth year. Provost Sloan said we will discuss in much more depth next month, indicating the State Board of Education is expected to pass some new rules tomorrow requiring post-award review for continuing contract faculty in two-year colleges. She stated in order to protect people; we have not previously shared names of those not being recommended for renewal. She said the Governor is very interested in the Board being more involved – understanding and knowing what is happening with faculty; so we have developed a whole new program.

Provost Sloan stated the Faculty Senate Chair, Dale McColskey, has done an excellent job getting everyone together to discuss and ensured we have a plan that is true to the needs of the Legislature. Trustee Callaway stated, when available, she would like to see what is required of faculty in their first year. She also asked that new faculty be made aware of the requirements so they know, without any doubt, what is required of them. Provost Sloan said annual contracts will be extended for five years, before offering continuing contracts. She said after tenure, as long as they meet the same standard – the job will continue.

Trustee Callaway said excellent teachers do not have to worry about tenure. Provost Sloan said some faculty are excited about this, since it will give them a chance to showcase what they are doing. Chair Callen confirmed that next month there will be detailed information on the new process. President Murdaugh shared we have been working on this, but we did not want to present the new process until the State Board of Education has approved.

This request is for the Board to approve these faculty for annual contract for the 2013-2014 academic year.

MOTION: Trustee Lamb

SECOND: Trustee Moore

Motion passed unanimously.

Recommendation of Faculty Continuing Contracts for 2013-2014 (Action)

President Murdaugh stated these are faculty completing at least three years.

This request is for the Board to approve continuing contract status for these faculty.

MOTION: Trustee Lamb

SECOND: Trustee Moore
Motion passed unanimously.

Affiliation Agreements – Health Facilities/Dental Offices (Action)

President Murdaugh stated this requires the Board to authorize the President to renew.

This request is for the Board to authorize the President to renew agreements with these facilities during the period of April 1, 2013 through March 31, 2014.

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

TCC Foundation

TCC Foundation Update (Information)

VP Johnston shared we have raised a little more than \$640,000 in annual campaign donations since July 1, 2012.

He said the TCC Foundation Board Retreat is May 16-17 and they are working with an external facilitator to design a process that deepens board engagement and focus to meet the needs of the college. Trustee Messersmith asked if the retreat would be local, with VP Johnston indicating it would be at the Honey Lake Plantation.

President Murdaugh asked VP Johnston to discuss Leadercast. VP Johnston indicated this will be the first year TCC hosts the Chick-fil-A Leadercast, the world's largest leadership symposium attracting about 140,000 attendees around the world. He stated we have now sold, with sponsorships, about 98% of our original 100 tickets.

Special Recognition – TCC Foundation Board Director Emeritus

This item was moved to the beginning of the Business Meeting

Chair Callen asked Dr. Pankowski for comments. Dr. Pankowski indicated her last day as President of the Foundation Board would be March 31st, stating one of her passions was to get funding for New Start Scholarship students. She said, as of this month we have raised over \$170,000, with many faculty and administrators involved and making differences in people's lives.

She indicated her family has put together a \$50,000 endowed scholarship fund for New Start named after her parents, Nancy and David Lawrence. She said her son wanted to do something for the graduate of TCC that wanted to continue to FSU, so they will also put together a plan for a 2+2 scholarship fund in the College of Social Sciences. She shared the Rotary Club will be making a donation of \$1,000.

Chair Callen thanked Dr. Pankowski, stating it is was an honor to know her.

PRESIDENT'S REPORT

President Murdaugh shared he recently attended Mary's retirement party, indicating he was the only one excited about her retirement because she would now have more time for TCC.

He shared there was a wonderful Florida Association of Colleges & Universities (FACU) event last week at the old Capital, where he served as the legislative liaison. He stated FACU is the

only membership association in Florida exclusively for Presidents of private universities, public universities and community colleges. He said in support of the event, Chief of Staff Scott Balog and Channel 22 put together (in an extremely short timeframe) a brief video.

President Murdaugh shared the press conference on the assessment of the economic impact on state colleges across the state scheduled for this afternoon has now occurred. He said we will be doing a follow-up of our own in a couple of weeks and the Trustees will learn the economic impact of the college is remarkable. He indicated they also look at return on investment for students, which has been around 17% for TCC.

President Murdaugh stated the FAMU Small Business Institute is recognizing Trustee Lamb's son, the President of the Fifth Third Bank in Tampa. He indicated our students are invited to attend the 12:00 pm event at the SBI Building.

President Murdaugh shared we have been working on the Strategic Plan initiatives, including initiatives from the Student Government Association, and he is getting excited about how they are coming together.

President Murdaugh shared there are a lot of legislative bills, one specific to residency requirements for veterans. He said there is a real interest to reform developmental education, with one proposal from a Senator who indicates a student should "sink or swim." President Murdaugh said if a new student needs three remedial courses, their chances are pretty dismal – however if they need one remedial course, their chance of success is pretty good. He said unfortunately they are not looking at the differences between returning students and those matriculating from high school.

NEXT MEETING DATE

April 15, 2013

Location: Wakulla Center

ADJOURNMENT

Meeting adjourned at approximately 5:19 pm.

Minutes approved at regular meeting of the District Board of Trustees on April 15, 2013.

Dana Callen, Ph.D.
Chair

Jim Murdaugh, Ph.D.
President