

MINUTES
District Board of Trustees
Tallahassee Community College
Ghazvini Center for Healthcare Education
1528 Surgeons Drive
Tallahassee, FL 32308
Monday, February 20, 2017
2:30 pm - Business Meeting

The February 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, Lenda Kling, Stephanie Solomon, Tracy Woodard Meyers, Tori Alexander, Clinton Alexander, Kim Moore, Sheri Rowland, Barbara Wills, Candice Grause, Natalee Reese, Alice Maxwell, Craig Knox, Patrick McDermott, Bobby Jones, Scott Balog, Eileen Durant, Amy Bradbury, Mark & Nan Hillis, Ha Hoang, Bill Spiers, Debbie Robinson, Justin Adams, Al Moran, Sharisse Turner, Lauren Campbell, Carmy Greenwood, Lauren Fletcher, Monte Finkelstein, Patricia Manning, Heather Mitchell, Bret Ingerman, Bill Bierbaum, Ginny Wagner, Learnon Leon, Dustin Frost, Mike Robeck, Lei Wang, F. Davis, Betty & Wayne Edwards, Diane Garrard, Calandra Stringer, Bob Ballard, Kim Allen, Dianne Douglas, and Megan McKee

COMMENTS

Board Chair – Chair Pople welcomed everyone, asking all to stand for a moment of silence and the pledge of allegiance. He shared the Trustees were busy the last couple of weeks, first in Tallahassee and then in Washington D.C. He referenced the recent innovative and impressive efforts of FSU, FAMU and TCC at the Discovery on Parade event, along with a great photo of FSU President Thrasher eating TCC oysters.

Board Members – Trustee Moore stated the DC trip is an opportunity the Trustees look forward to every year; indicating this year they got to meet with Congressman Lawson, Congressman Dunn, and Senator Nelson. She shared the Trustees and Presidents around the state met the previous week to discuss things needed and again we had the greatest number of Trustees in attendance, indicating she appreciated them taking time out of their work schedules.

Trustees Kilpatrick and Vaughn echoed the comments made by Trustee Moore, thanking Scott Balog and Lenda Kling for all the coordination. Trustee Lamb shared the African American calendar unveiling was a very nice event. Trustee Vaughn thanked Trustee Moore for organizing the Tallahassee Trustee meeting. He stated the TCC mission is a central thought in D.C. and we continue to carry our message.

President – President Murdaugh thanked Bill Spiers for helping put together the package they used to discuss financial aid needs and loan default rates, indicating there is a tremendous appetite for year-round Pell and maybe expanding to workforce programs. He said as part of
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our commitment to workforce programs, we are probably the first college in Florida to have already done this.

He referenced the recent downtown opening of the Center for Innovation and Starbucks, where we can try to stimulate innovation among the non-profits, for profits and government. He stated this is a tremendous milestone for us and right across from the Capitol.

APPROVAL OF MINUTES

Chair Pople asked if there were any comments and requested a motion to approve the January 17, 2017 Board Minutes.

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

INFORMATION AND NEWS ITEMS

Director Maxwell introduced some videos about the African American calendar, Discovery on Parade, Florida Public Safety Institute training, Baccalaureate of Nursing program, planning for the legislative session and the grand opening for the TCC Center for Innovation.

UNFINISHED BUSINESS

None

PRESENTATIONS

VP Mitchell indicated during the campaign we received a number of gifts to support our efforts for the healthcare community. She announced Rick and Melissa Moore created the first scholarship beginning this fall for the Bachelors of Science in Nursing (BSN) program. Mr. Moore said he previously served on the TCC Foundation Board and with Melissa working as a Registered Nurse (RN), they have a connection to the TCC program.

VP Mitchell introduced Mark and Nan Hillis, stating they donated a scholarship for students seeking a RN. Mr. Hillis shared they learned about TCC programs when they received a tour of the college about a year ago. Ms. Hillis said they chose to retire in Tallahassee and will need TCC trained nurses to take care of them as they age.

VP Mitchell announced Scott and Allison Harrell (Scott, a TCC alum could not be in attendance today) of Home Instead, which provides home-based medical services. She said they created a scholarship for students enrolled in TCC healthcare programs. Ms. Harrell shared their workforce of more than two hundred (200) employees comes from TCC.

VP Mitchell disclosed a school to work relationship with Capital Regional Medical Center that provides scholarships to four (4) of our nursing students, introducing CEO Mark Robinson. Mr. Robinson said the value of a nurse appreciates over time, indicating they are proud to help with the cost of education and future employment.

VP Mitchell stated Wayne and Betty Edwards established a fifty thousand dollar (\$50,000) scholarship beginning this fall for students with diabetes. Mr. Edwards said their youngest son played ball at and graduated from TCC. He indicated this is to help offset the additional medical expenses these students will incur and shared that Dr. Larry Deeb is matching the scholarship funds with another fifty thousand dollars (\$50,000).

VP Mitchell indicated Tallahassee Memorial Healthcare (TMH) started on the grounds of TCC, sharing that years ago they funded a five hundred thousand dollar (\$500,000) scholarship. She announced today they are making another five hundred thousand dollar (\$500,000) investment for students they hope to employ some day. She introduced Mickey Moore, President and CEO of the TMH Foundation. Mr. Moore said it was a pleasure to be here with other collaborators and donors – people caring enough to invest.

VP Mitchell thanked everyone for their investments, stating their donations make a difference.

VP Mitchell said the Council for Advancement and Support of Education (CASE) is a national group that supports education professionals around the world. She announced at the CASE III Conference last week, TCC's first nominee Trustee Moore won the Will Franklin Volunteer of the Year Award. While presenting the award to Trustee Moore, VP Mitchell shared some of the many things that contributed to the selection. President Murdaugh stated we have so much we are thankful for and proud of as an institution – thanking Trustee Moore for everything she does for the Board and the College.

President Murdaugh introduced Professor John Schultz and his students. Professor Schultz said the Forensics Team has typically won in the junior college division and placed in the top ten (10) in the university division. He indicated this year they captured the state title at the two (2) year state tournament. – winning all fourteen (14) of the events and scoring more than four hundred (400) points, with second (2nd) place scoring sixty (60) points. The students introduced themselves, indicating where they are from and what they are planning for the future.

NEW BUSINESS

Approval of Consent Agenda

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

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

TCC Foundation

Gift Acceptance – 3954 Pensacola Partnership Interests (Action)

VP Mitchell reminded everyone that the 3954 Pensacola Partnership donated the interest they had in the Kim B. Williams Advanced Manufacturing Training Center (AMTC) estimated at one million dollars (\$1,000,000). She said after the Foundation had an appraisal done, the evaluation was determined to be two million four hundred thousand dollars (\$2,400,000).

This request is for a vote by the TCC District Board of Trustees that is required to accept the gift on behalf of the College.

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

TCC Naming Opportunity - Nursing Lab and Auditorium at Ghazvini Center for Healthcare Education (Action)

VP Mitchell shared the gift from the TMH Foundation was so great we wanted to honor them and showcase to the community the investment made.

This request is for the Board to approve the naming of one of the three Nursing Labs and the Auditorium at Ghazvini Center for Healthcare Education as presented.

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

TCC Foundation Update (Information)

VP Mitchell reminded everyone of the upcoming Foundation and Workforce Development Building Legacies event at the Center for Innovation. She stated the upcoming Cleaver and Cork event is sold out. She shared they are partnering with Capital City Bank and Moore Communications Group to bring Chef Acheson to town and he will be speaking with our students the day before the event. Chair Pople stated this is all aimed at student success.

Academic Affairs

Academic Calendar 2017-2018 and 2018-2019 (Action)

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

This request is that the Board approves the proposed 2017-2018 and 2018-2019 academic calendars.

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

Administrative Services

Fund Analysis - January (Information)

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

Construction Status Report (Information)

Chair Pople stated that all findings, including repeat findings, are completed with the exception of one (1) that is being monitored. He asked if there were any questions, with none received.

Disposition of Property (Action)

VP Wills indicated these vehicles are for one (1) of our grant programs.

This request is that the Board authorizes the disposition of these three (3) vehicles and use the residual value for trade-in on the purchase of three (3) new vehicles for the FDOT programs that better meet their needs.

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

Recommendation for Architectural Services for RFQ 2017-03 (Action)

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

This request is for the Board to approve the recommended list of Architects as presented.

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

Construction Manager Services – RFP 2017-02 (Action)

Chair Pople said the extreme vetting information is in the book and asked if there were any questions, with none received

This request is for the Board to approve the recommended list of Construction Managers as presented.

MOTION: Trustee Callaway

SECOND: Trustee Moore

Motion passed unanimously.

Policy Revision 9-18, 9-21 (Action)

VP Willis said these policies are for grants and contracts, indicating they address the timing when the policies are brought to the Board and clarify a dollar amount for approval.

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

MOTION: Trustee Vaughn

SECOND: Trustee Kilpatrick

Motion passed unanimously.

Information Technology

Authorization to extend the Go-Live date and increase the cap on implementation costs for Workday Student (Action)

VP Ingerman said this is to extend the go-live date for Workday Student to September 2018 from the original date of July 2017. He shared the original date was set three (3) years ago, when the software was just a concept. He stated by contract we are to go-live with the first version; however Workday will allow us to change our go-live date with no monetary penalty.

He outlined the past actions by the Board, as presented in the Board book. He indicated the cost to extend the project by a year will be under two hundred forty thousand dollars (\$240,000), which is less than the eight hundred thousand (\$800,000) saved over the initial five (5) year contract. He stated there is no additional cost; the money is just being re-allocated.

Trustee Kilpatrick asked if there were any colleges going live with version 1.0, VP Ingerman replied there are none - although there are some schools buying the software. Trustee Messersmith said he went through this with VP Ingerman last week, indicating this is a unique situation. Trustee Moore inquired if VP Ingerman feels very good with the increase, with VP Ingerman stating this is the cap per our contract.

This request is for the Board to approve the recommendation to authorize the College to execute a "Change Order to Statement of Work" with Workday to extend the "Go-Live" date of Workday Student to September 15, 2018 and increase the cap on the costs of implementation of the Workday Student System at an amount not to exceed \$209,920 in consulting fees and \$30,000 in travel and expenses.

MOTION: Trustee Messersmith

SECOND: Trustee Callaway

Motion passed unanimously.

PUBLIC COMMENT

None.

WORKSHOP

Advancing Healthcare Education

TCC Responds to Demand for Trained Healthcare Professionals

Dean Solomon thanked the Board for allowing her to serve as Dean, indicating it is not a duty she takes lightly. She said today they will provide information on available programs, indicating their work allows students to meet needs locally and globally. She stated they will be expanding some of their programs, revising others and offering a Certified Nursing Assistant Program. She indicated during a recent visit at TMH, she saw a TCC graduate on almost every floor.

Ms. Ginny Wagner, Chair of Dental Health Programs, shared the enrollment and job placement rates for hygiene. She indicated the assisting enrollment is low; sharing the program is being changed in the fall so that all classes will receive credit hours and be eligible for financial aid. She said the cost for the licensing exam is expensive and finding an eligible patient for an overnight trip to Gainesville is challenging, so some of the students never take the exam.

Trustee Messersmith asked if the situation still exists where the patient could go to Gainesville then not be approved for the state exam and if yes, why the approval process isn't at the front of the process. Ms. Wagner stated the state board criteria are quite difficult and specific, although we assist students in finding the right patient. Trustee Messersmith indicated that maybe the Board of Trustees should address this with the State Board of Dentistry. President Murdaugh said he would be happy to do so, however in the interim we need to work on the financial relief.

Jon Berryman, Emergency Medical Services, shared the pass and employment rates for the EMT and Paramedic programs – indicating some of the students who do not pass the first time, do not go back to retest. Trustee Callaway confirmed with Mr. Berryman that most students stay local. Trustee Moore inquired about national employment rates; with Mr. Berryman stating we exceed the national accrediting body recommended rate. President Murdaugh asked about a previous Fire Academy and EMT program disconnect, with Mr. Berryman responding the relationship has improved – although the Fire Academy is a PSAV program and EMT is credit.

Dean Solomon stated they have hired a Chair for Health Information Technology housed at the Ghazvini Center for Healthcare Education. She said they are reaching out to the community, revising programs and working on course content to align with the criteria of the Commission on Accreditation for Health Informatics and Information Management. Trustee Kilpatrick confirmed it was an AS degree and Trustee Moore asked about the types of jobs available for this degree, with Dean Solomon sharing it is medical coding and billing.

Ms. Lauren Campbell, Nursing, shared statistics for the program indicating their biggest class of fifty-one (51) students will graduate this spring. She said their job placement rate (defined as anyone who wants a job in nursing gets a job) is one hundred percent (100%), indicating there are about one hundred eighty (180) jobs at any given time in the community. She stated the RN to BSN program has developed a degree plan and they are working to become accredited. Trustee Messersmith asked if there is a legitimate cap on the number of students we can take into the programs, with Ms. Campbell saying they are looking at ways to increase the numbers.

President Murdaugh said the BSN does not require clinical space in hospitals, which is one of the constraints with the AS. He indicated the bigger issue is identifying and hiring enough faculty to teach in the BSN program. He stated he looks first at the need within the community, indicating the infrastructure at GCHE is fine. He said we need to ramp up in nursing, although the clinical space is an issue since we compete with other educational institutions for this.

Dean Solomon shared Pharmacy Management (as a means to increase enrollment) has a plan to reach out to local high schools to offer via dual enrollment. She said our first graduation for this program will be in spring 2017. President Murdaugh said we recently shifted from PSAV to an AS degree, asking Dean Solomon to explain the logic behind that move.

Dean Solomon said the AS helps with financial aid and qualifies them to take the local registry and national certification exams (national exam is not a requirement for work in the field). Trustee Callaway asked why she believes the enrollment is low, with Dean Solomon saying she did not believe the community was aware of the program and we compete with the program at Lively Tech. Trustee Kilpatrick inquired about salary, with Dean Solomon stating about twenty thousand dollars (\$20,000) annually.

Ms. Perri Preston, Radiology Program Chair, shared their enrollment and graduation rates. She stated they try to send students out to clinicals early in the program, so the students know they may have to work different hours and in different locations – which usually results in the loss of a few. She indicated students must take a national exam to work in the field and we have a one hundred percent (100%) pass rate. She said there are new imaging centers opening that could improve our previous job placement rate of seventy-nine percent (79%).

Ms. Eileen Durant, Respiratory Care Chair, said they have fourteen (14) students that will graduate in May, indicating they struggle to get the word out about the program. She indicated their current pass rate is one hundred percent (100%) with a rolling three (3) year rate of ninety-four percent (94%). She stated they have two exams, first level written certification and second level clinical certification requiring an Associate degree, with good job placement rates.

Ms. Megan McKee, Surgical Services Chair, shared enrollment in Surgical Technology is on a decline. She stated they are trying to increase the numbers and are currently educating the community about the job. She said the current pass rate is one hundred percent (100%) with a ninety-four percent (94%) job placement rate. Trustee Callaway inquired about taking this information into the schools, with Ms. McKee indicating they have not yet done this.

Ms. McKee shared Central Sterile Processing enrolls once per year and has a pass rate of one hundred percent (100%). She indicated she is currently the only faculty for all the surgical services programs, although we are looking for adjuncts. She stated the Endoscopy Technician program has a one hundred percent (100%) pass rate, although we need to educate further about these offerings.

Dean Solomon introduced a student video simulation of our healthcare programs, providing additional information at various spots. She introduced the members of their student panel, with representatives from each of the programs. The students talked about why they chose TCC and their specific programs.

Student Victoria Alexandra expressed her appreciation of the Richard W. and Karen B. Moore Veteran's Center, which she has used many times. Annie Dorough shared she had the support of the Foundation, found the college staff very helpful and the practice labs were beneficial. Rebecca Neel stated they get to go into the field and be in an ambulance, so they get a real feel for what the job will be like. Jihye Pope said she chose TCC over Lively because we have internship programs and good lab facilities.

Provost Moore-Davis stated healthcare growth is expected to continue in Tallahassee, with the highest demand areas to be Pediatrics, Geriatrics, Critical Care and Medical Management. She indicated the highest demand certifications in this area are Registered Nurse, Cardiac Life Support, LPN, Certified Nursing Assistant (CNA) and Pediatric Advanced Life Support.

She stated they will implement a comprehensive marketing and recruitment plan to support program awareness and enrollment growth, establish high school to college pathways, develop academic maps to support student progression, enhance local industry partnerships and continue the great work already in progress. She invited everyone to attend their showcase at GCHE on March 6th from 3:30 – 6:30 p.m.

PRESIDENT’S REPORT

None

NEXT MEETING DATE

March 20, 2017

Location: Florida Public Safety Institute

ADJOURNMENT

Meeting adjourned at approximately 5:19 p.m.

Minutes approved at the regular meeting of the District Board of Trustees on March 20, 2017.

Randy Pople
Chair

Jim Murdaugh, Ph.D.
President