

MINUTES
District Board of Trustees
Tallahassee Community College
444 Appleyard Drive
Tallahassee, FL 32304-2815
January 18, 2011
Board Workshop – 2:30 pm
Business Meeting – 4:00 pm

Chair Lamb called the District Board of Trustee workshop and business meeting to order at approximately 2:34 pm.

Members Present: Chair Lamb, Trustees Callen, DeFoor, Moon, and Moore.

Absent: Trustee Hebrock (Deceased) and Trustee Messersmith
Via phone: None

Others Present: President Jim Murdaugh, Jerry Schilling, Teresa Smith, Sharon Jefferson, Adam Giery, Sally Search, E.E. Eunice, Sheri Rowland, Barbara Gill, Marge Banocy-Payne, Frank Brown, Barbara Sloan, Patricia Manning, John Chapin, Deborah Robinson, Bobby Jones, Alice Maxwell, Kate Stewart, Carol Easley, Doug Waddell, Christopher Rich, Monte Finkelstein, Robin Johnston, Curtis Watkins, Staci Mildenberger, Margaret Wingate, Bill Spiers, Neisa Logman, Rick Murgo, Betty Jensen, Ronerra Rosier, April L. White, Tony Stallworth, Rick Frazier, Kionna Ellis, Rob Chaney, Bobby Hinson and Lenda Kling.

COMMENTS

Board Chair – Chair Lamb asked everyone to stand for a moment of silence and the pledge of allegiance. He shared that we lost Trustee Hebrock since our last meeting and asked everyone to keep the family in their prayers. He said Trustee Hebrock would be missed, sharing he had learned a lot from Trustee Hebrock while serving on the board.

Board Members – None

President – President Murdaugh shared the thank you card from Mrs. Hebrock with the Board, indicating we sent a very nice flower arrangement to the funeral on behalf of the Trustees and the College.

President Murdaugh asked Vice President Jefferson to introduce one of our guests, Adam Giery. VP Jefferson shared that Mr. Giery is a gubernatorial fellow from the University of Central Florida. Mr. Giery thanked us for having him, indicating this was his first tour of a community college.

BOARD WORKSHOP

President Murdaugh indicated we were doing a couple of things a little differently. One is the sign-in at the door and the other is an agenda with space available for you to write notes. He shared we would be seeing outstanding people doing outstanding work, but the way in which this is presented has been streamlined.

Our goal in the workshop will be for the Trustees to have enough information about what is going on, so they can continue to be the wonderful stewards they are. We want to ensure if there are any decisions to be made or indications of future trends, they receive the information. Although the amount of information has been trimmed down during the presentation, other information is available on the portal.

Enrollment Report

Dr. Rowland thanked Margaret Wingate, Director of Institutional Research, and Staci Mildenerger for the work they did to put all the information together. Dr. Rowland stated the information provided was a snapshot of where we were when school started on January 6th. We have two express sessions – one beginning January 24th and the other in February, so we anticipate there will continue to be fluctuations in our enrollment patterns as we enroll students.

This spring on opening day we showed an approximate 3% growth in the number of students (355), although the credit hour enrollment is almost flat (0.2%). We are experiencing a little upward shift in students to part-time status (6.7%) and although we have more students, they are enrolling in fewer credit hours.

Our in-district student population remains fairly stable and there has been a slight decline in the number of out-of-state students. The top five out-of-district counties in the state that make up our student population are Broward, Palm Beach, Miami-Dade, Duval and Orange. Thanks to Bill Spiers and his staff, financial aid has experienced 7% growth in the number of students (more than a \$4,000,000 difference).

We recognized a 2% increase in continuing students, an 11% decrease in incoming transfer students and a greater percentage (60%) of re-admit students (those who previously discontinued enrollment at TCC for a year or more). Many of our new students are considered non-traditional and 48% are a minority. We have seen increases in the number of first generation and dual enrollment students, although our state employee enrollment has decreased slightly.

Trustee Moore asked if we could identify the state agencies with the most participation. Dr. Rowland stated we do not currently enter that information, but would go back and analyze the forms. President Murdaugh indicated it would also be interesting to know the programs in which they enroll. Trustee Callen asked if we would add their longevity in the program.

Trustee Moon asked if the out-of-district students were mostly internet. Dr. Rowland stated some of the students were a result of an agreement with other colleges, since their local college did not offer the requested program. Chair Lamb asked for the total enrollment number, with Dr. Rowland indicating that as of opening day it was 13,178.

Tuition Update

Vice President Smith presented information from the Southern Region Educational Board as of December 2009, indicating Florida population is projected to increase by 4.2 million with the highest growth rate in the region. It is anticipated that in 2022, most two year colleges will have to look at themselves differently and the white student population is expected to drop to 43%. Hispanics are anticipated to be Florida's greatest growing graduate population. The majority of the increase is expected to be first generation college students who will need more of our assistance, requiring additional funding.

In Spring 2009 we brought the Board what we thought was an aggressive tuition plan, at which time we were second from the bottom in tuition rates for the State of Florida. You approved the increase in an attempt to move ourselves more toward the center of the list. However today, we still find ourselves at the second from the bottom of the list. As aggressive as we thought we were, funding within the State continued to deteriorate.

With our head count going up, we have more service to provide but lower revenue from tuition, since students are taking fewer classes. This fall would be the third and final increase for the plan the Board approved in 2009. We are a more robust institution than the other institutions at the bottom of the tuition list. The previous plan is not getting us to the mid-range of tuition, nor recovering the loss of state appropriations fast enough.

VP Smith indicated with the change in students to a minority population, the services required will increase with more than half of them probably needing at least two preparatory courses. A great number of the students will not want to be face-to-face learners. Quality distance learning is not cheap, because students do not want to step onto campus. As of Fall 2009 within the two year programs available in Florida, there were 33 Associate of Arts degrees completely online with Tallahassee only having one of those.

Trustee Callen stated professors can now ask for more money to teach a class online, since students want the same or more assistance. VP Smith stated the students will need more assistance with guidance and financial aid. There are 32 certificate programs in Florida online, with 0 from Tallahassee. We will need more money to properly prepare for this new trend.

VP Smith said we are going to change as an institution, because the students coming to us are changing. We want to keep tuition affordable, but quality is very important. Today we have one of the highest rates of completion, which says we offer quality products and services.

Of the public two year colleges, Florida has the fourth lowest tuition followed by Louisiana, Texas and Mississippi. Kentucky since 2008 has grown the highest in tuition rate (142%), with Florida only growing at 26%. Texas has had tremendous support for higher education, without a budget cut until this year. Texas, California and Florida have the fastest growth in graduates.

By the year 2022, it is projected that less than 30% of the students will be full-time. Next month we expect to come back to you with a request for a tuition increase. We are not expecting any state appropriation increases – it will be flat at best. Most institutions are preparing to go to their Board requesting the state maximum allowable in tuition increases. We are currently sitting with only a 5% fund balance. To take on new initiatives, we must find other resources to address demographics and how we teach.

Responding to a question from Chair Lamb, Dr. Rowland stated we have 13,654 students as of today – so we have experienced additional new growth. We also gained 350 students in distance learning this year. Trustee Moore stated she looked forward to our discussion next month on tuition costs and the percentage in the fund balance. She stated she hoped her colleagues still had the will to move tuition to the middle of the pack.

President Murdaugh thanked the Board for their phenomenal support in the past, indicating he would like to focus the conversation away from cost and onto value. He would like the Board discussion to consider what the students get when they come to TCC – competitive completion

rates, unparalleled support in the Learning Commons, etc. Trustee Moore asked them to think about the return on investment and what it takes to help the faculty and staff continue to grow.

President Murdaugh indicated we need to exploit opportunities, such as distance learning, and be mindful that we have other opportunities presenting themselves. He shared that after a dinner with Chair Lamb, President Ammons and spouses, we see some opportunity with work involving FAMU. He indicated that all these things impact the money coming into TCC and the success of our students.

Trustee DeFoor shared the state budget is not looking pretty for the next 2-3 years, when it may stabilize. He said from previous experience with the majority becoming the minority, it does turn out okay but we must be prepared for it. He stated he would not support chasing money just to chase money. If we have been offered the private branding of the best distance learning professionals in the world, but have not taken them up on it – we must not be serious.

Trustee Callen said the presentations were good, given with gusto and passion. She stated the numbers are real and we must work to keep the students. She said we cannot keep up with the changes at the same level of funding. Trustee Moon stated she would like to be involved with the possible targeting of new courses for the minority population increases.

Chair Lamb said he enjoyed the presentation and that it coincides with a lot of the information available to the County Commission. He agreed that a 5% reserve was no longer adequate and we would have to face reality when making changes.

Chair Lamb indicated we should start advertising the Board Meeting to start immediately following the Board Workshop. President Murdaugh stated that given our efficiency in presenting the information in the workshop, he could present some of the information he had planned to share during the Board Meeting.

President Murdaugh asked VP Jefferson to introduce Doug Waddell, our new Campus Life Director. VP Jefferson stated we were most fortunate to steal from FSU, Mr. Waddell, who has the background in advising and organizations. Mr. Waddell stated this is a wonderful family atmosphere and he is excited to have an engaged student government. He said their goal is to take TCC Campus Life outside the campus and offer more services.

President Murdaugh shared we were working on a Student Success Summit, with the role of leadership being taken by Dr. Sheri Rowland and Dr. Frank Brown. He stated everything should be targeted to student achievement and success. He feels this is core to what we do and there are many definitions of success. We have a commitment to make sure what students complete has value, whether they transfer or get jobs.

Dr. Rowland and Dr. Brown have put together a series of events here at the campus. One of those events, will be a couple of days focus on student success. We will be looking at our values, processes, programs and alignments with employers and other partners. As a result, we hope to focus our budget to make sure we are supporting those things defined as success.

The employee recognition dinner is this Thursday. VP Johnston indicated this is our annual event to celebrate the years of service of each honoree and each year the collective total is usually more than 1,000 years. Also the number of people with twenty-five years or more is

remarkable. The Executive Team and Foundation are discussing possible changes we can make to this event, where we might recognize more than years of service.

President Murdaugh indicated we have a trustee event with the AFC on February 1-2. When we were in Jacksonville, Trustee Callen and he discussed being a host to the other Trustees. On February 2nd, we will host a box lunch and tour of the Learning Commons. It will be an opportunity for other trustees in the state to see something we hold to be a major part of our success. The details are still being finalized.

President Murdaugh shared he had been asked about an event or activity for him accepting the Presidency, indicating each college handles them differently. In the next couple of months, we will release the Gadsden report and report to the community. He would like to have smaller events in each county where folks could come and discuss items. More of a community focused event, with an opportunity to get the report and meet him. Trustee Moore asked if we could make a special effort to invite all past trustees.

President Murdaugh indicated that in February he would bring a 90 day report to the Board that would include what he has been doing, with whom he has been talking and some general thoughts of the direction he would like to see us move as a college.

Trustee Moon stated she is leaving for Italy the 18th of February and will return on March 25th. She would like to request we move the March meeting to the 28th. This means she would still miss the February meeting, but would like the Board to consider a vote to move the March meeting.

BUSINESS MEETING

Chair Lamb called the Board meeting to order at approximately 4:03 pm.

COMMENTS

Chair – None.

Board Members – None

President – President Murdaugh asked if we could introduce some guests, indicating he did not feel it was possible to celebrate too much.

Dr. Murgu introduced the United Nations representation, stating that so far they have had a very successful year. He thanked several people for their support of the program. Daniel Lilly, the current President of the TCC Model UN, introduced those in attendance. He shared they were successful in Atlanta, along with the overseas conference in Europe and were solidifying their plans for the high school conference they are putting together in February.

Current plans include an exchange faculty member who will have some of her students from China, which we will host, come to participate. This begins tomorrow night when we receive the students and get acquainted with them. At the high school conference on February 11th, the British Consulate will be the guest speaker.

Our delegation won distinguished honors in Atlanta. At Model UN Europe we immersed ourselves in the culture, where we received a first place and distinguished honor at the conference. The staff at the host college requested we have a faculty member exchange.

The group shared information on the International Conference to be held in New York in April, where there will be more than 5,000 delegates. We have more people in the club this year and hope to represent TCC well. Chair Lamb wished them success on behalf of the Board.

Betty Jensen introduced the International Students and Student Housing Solutions (SHS), stating TCC is the only community college in the state with this program. She shared all international students must pay out-of-state tuition during their enrollment and without this scholarship some would not be able to study here. The students introduced themselves and thanked everyone.

James Sauls, SHS, indicated they have sponsored the housing scholarship for four years or more. They provide housing to a group of ten international students and this year they heard some of the students talk about how they have grown. There are a lot of things we may not understand that foreigners may have to do when they come to live in our country. SHS has invested about \$300,000 over the past four years.

Trustee Moon asked how the funding was made available. He said they own some 14-15 locations off campus and their company provides the funding. Trustee Callen thanked them, indicating they represent a lot of the students. President Murdaugh indicated this was incredible civic mindedness and an investment they make in the community, indicating we will all benefit because they are here.

The Trustees asked for additional information about their company, with SHS responding they would be happy to do so. Chair Lamb said it was an honor to have them here and thanked them on behalf of the Board.

John Schultz presented to Mr. Eugene Butler the at-large FCCAA student representative award, Ms. Jessica Reeves the first Theatre FCCAA student of the month and Ms. Ashley Cowen the first Forensics FCCAA student of the month. President Murdaugh thanked them for what they do. Chair Lamb thanked them for sharing their success and wished them continued success in the future.

APPROVAL OF MINUTES

Chair Lamb asked if there were any comments and requested a motion to approve the minutes of the November 22, 2010 Workshop and Board Meeting.

MOTION: Trustee Moore

SECOND: Trustee Callen

Motion passed unanimously.

INFORMATION AND NEWS ITEMS

Alice Maxwell introduced the news clips which included the Fire Academy gives to Big Bend Hospice, Melvin Stone scholarship and North Florida Burn Camp; GED graduation; our new President's vision for the college and international students housing awards from SHS.

Ms. Maxwell shared we would soon see a couple of television ads for the Workforce Development Advanced Manufacturing and Allied Health Training Centers.

UNFINISHED BUSINESS

None

PUBLIC COMMENT OR PRESENTATIONS

None

NEW BUSINESS

Approval of Consent Agenda

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

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

Academic Affairs

Affiliation Agreements – Bond Community Health Center, Inc. (Action)

President Murdaugh indicated VP Sloan was here to answer any questions.

This request is for the Board to authorize the President to enter into this agreement.

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

Administrative Services

Construction Status Report (Information)

Mr. Stallworth talked about the electric infrastructure, stating we will be bringing a cost for approval at a later date. Included in the cost will be lighting from Progress Drive to Tennessee Street. This project along with the next is funded by State Board of Education money the Board sought a couple of years ago. We have mechanical equipment to be replaced in some older buildings, which will be designed by one of the firms approved at the October meeting.

The Ghazvini Center is in its final stretch, with 90% of the brick work complete. The pictures provided were taken at the end of November and beginning of December. At FPSI the work is progressing on the kitchen, although they are waiting on some equipment.

Chair Lamb asked about the deadline for bids on the Gadsden ReEntry Center. Mr. Stallworth indicated they were due on January 11th and would be evaluated by the Department of Corrections. He anticipates contracts will be issued within the next 60 days.

Fund Analysis December 2010 (Information)

President Murdaugh indicated Dr. Smith would answer any questions. VP Smith indicated we came in at 50% on personnel costs and 49% on other expenses. Over a two month period, we had two purchase orders over \$100,000 but less than \$250,000.

Quarterly Procurement/Bid Update (Information)

President Murdaugh indicated Dr. Smith could answer any questions about this standard item. VP Smith indicated the bookstore bid was on the street and we expect three or four responses by the deadline. We anticipate bringing the final approval to the Board in March.

Approval of Purchase over \$250,000 (Action)

President Murdaugh stated this item required board approval on a piece of equipment, funded out of PECO for the Ghazvini Center. VP Smith stated this is the second largest purchase we would see. This is from a sole source vendor for additional simulation equipment.

This request is for the Board to approve the purchase over \$250,000 and authorize staff to issue a Sole Source Purchase Order to Laerdal Medical Corporation.

MOTION: Trustee Moon

SECOND: Trustee Moore

Motion passed unanimously.

TCC Foundation

TCC Foundation Update (Information)

VP Johnston shared that instead of Barbara Douglas under the 1% club, it should be April White. He stated the 1% donation is very generous and pointed out Earnest Starkes, who is a member of our housekeeping staff. He thanked all the honorees for their support.

There will be an additional event on February 25th when a group will go to the E.O. Wilson Biophilia Center which has been proposed as a model for our Wakulla Center. Trustee DeFoor shared that he is distressed he can not join them. In any event, it is a stunning place.

TCC Foundation - 2010-11 Dr. Philip Benjamin Matching Grant Program Submission (Action)

VP Johnston indicated that annually the Board is asked to certify the report going to the state. Sadly the state has not been able to fully fund the program for the past few years, but we hope this will change in the future.

This request is for the Board to accept the report and authorize the President to sign and submit the final match request.

MOTION: Trustee DeFoor

SECOND: Trustee Moon

Motion passed unanimously.

Center for Workforce Development

Affiliation Agreements – Allied Health Training Programs (Action)

President Murdaugh indicated VP Chapin would address any questions. Dr. Chapin indicated these agreements are for the expansion of the Pharmacy Technician and Electronic Information Specialist programs.

This request is for the Board to authorize the President to enter into these agreements.

MOTION: Trustee Moon

SECOND: Trustee DeFoor

Motion passed unanimously.

Presidential Evaluation for Dr. Barbara R. Sloan (Information)

Trustee Callen stated that Dr. Sloan was wonderful as a leader and every bit a President with her seamless changes, indicating she was a stabilizing force during the interview process.

As Chair of the Committee, Trustee DeFoor stated in the Roman tradition this is the time between kings and particularly dangerous for the institution. He stated Dr. Sloan gave her very best and we are very grateful.

Chair Lamb stated he did not feel we could say enough about Dr. Sloan. He indicated she was great and he had enjoyed working with her.

President Murdaugh stated he did not get a vote, but he echoed the comments sharing that people do not understand how tough it can be fulfilling an interim role and he is grateful to have her on the Executive Team.

PRESIDENT'S REPORT

President Murdaugh said there was previous discussion about taking Board Meetings to Gadsden and Wakulla Counties. He asked the Board to consider when they would like to move the meetings. He stated that the one in Wakulla County should have an event related to the land.

Trustee Moon stated she would like the March 28th meeting at FPSI. Trustee Moore suggested we time the meetings off-site with the reports to the communities.

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

President Murdaugh stated that he discussed with the Trustees individually about honoring Trustee Hebrock. He shared a lot of time had been spent internally discussing Trustee Hebrock's contributions to the college and community. President Murdaugh presented a motion to the Chair to rename the TCC Eagledome to the Bill Hebrock Eagledome.

Chair Lamb shared some information on Trustee Hebrock and his service to TCC. Trustee Moore asked how the name should appear and Trustee Moon stated we will work with Anne Hebrock to determine. Trustee DeFoor said this was a very good thing and a rare thing for a college to honor someone for their passion.

The motion was that the TCC Eagledome be renamed the "Bill Hebrock Eagledome" in recognition of his years of service to this college and his deep commitment to the success of our students.

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

Chair Lamb asked the President to invite Anne Hebrock to a meeting for the presentation of a plaque and resolution.

NEXT MEETING DATE

Monday, February 21, 2011

ADJOURNMENT

Meeting adjourned at approximately 5:00 pm.

Minutes approved at regular meeting of the District Board of Trustees on February 21, 2011.

Eugene Lamb, Jr.
Chair

Jim Murdaugh, Ph.D.
President