

**Minutes  
District Board of Trustees  
Tallahassee Community College  
444 Appleyard Drive  
Tallahassee, FL 32308  
Monday, September 16, 2019  
Business Meeting & Workshop – 2:30 PM**

The September 2019 District Board of Trustees meeting was called to order by Chair Lamb at approximately 2:30 p.m.

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

**Absent:** Trustee Pople

**Via phone:** None

**Others Present:** President Murdaugh, Bobby Jones, Mike Robeck, Bret Ingerman, Craig Knox, Rob Hall, Calandra Stringer, Jason Fowler, Don Herr, Renae Tolson, Nyla Davis, Heather Mitchell, Bill Spiers, Gerald Jones, E.E. Eunice, Lenda Kling, Nydia McSwain, Abigail Avera, Delana Duca, Hannah Banks, Kim Moore, Barbara Wills, Sheri Rowland, Lei Wang, Alice Maxwell, Travis Jordan, Krystal Yernye, Tracy Woodard, Gregory Williams, Kathy Hebda, Emily Phares, Sharisse Turner, Sen Antonio, Selina Starling, Candice Grause and Rick Murgo

### **COMMENTS**

- i. Board Chair Lamb asked everyone to stand for a moment of silence and the Pledge of Allegiance. He stated he had a great time at the Eagles Rise event where President Murdaugh shared good information.
- ii. Board Members – Trustee Moore stated she is glad that school is back in session and it is going to be another great year.
- iii. President Murdaugh recognized Trustee Moore as one of the five hundred (500) Most Influential Business Leaders in Florida. He wished an early happy birthday to Trustee Messersmith.

### **APPROVAL OF MINUTES**

1. August 19, 2019 Meeting

Request Board approve minutes as presented.

**MOTION:** Trustee Grant

**SECOND:** Trustee Kilpatrick

Motion passed unanimously.

### **INFORMATION AND NEWS ITEMS**

Director Maxwell provided information on the TCC2Work Campaign and Earned Media Report. She introduced video clips for the TCC Adjunct Job Fair, Last Mile Scholarship, Lowest in-state tuition for four-year degrees, Convocation, Eagle Chat, TCC2Work advertisements and 32304 Service Project.

### **UNFINISHED BUSINESS**

None

### **PRESENTATIONS**

VP Mitchell recognized Chancellor Kathy Hebda who presented a check in support of three (3) scholarship programs, with several scholarship recipients expressing their thanks. Chancellor Hebda thanked President Murdaugh and the TCC Board of Trustees for the work done to keep college affordable, which makes the scholarship funds go further.

President Murdaugh expressed appreciation for the work Chancellor Hebda has done, specifically with the Last Mile Program. Chancellor Hebda recognized the work President Murdaugh has done as Chair of the Council of Presidents, especially bringing everyone together.

VP Mitchell recognized Monesia Brown from Walmart for their donation to the Talon Food Pantry, which will be set-up like a grocery store and unveiled at a press conference on October 25<sup>th</sup>. Ms. Brown thanked TCC for the recognition and our work in the community.

Professor Brian Kupfer introduced the TCC Iceland Study Abroad students, who shared information about some of their experiences.

### Student Spotlight

President Murdaugh introduced Student Letricia Hodge, a student from St. Maarten and VP of the International Student Organization, who is leading a special project. Ms. Hodge thanked everyone at TCC for welcoming her and shared, with the assistance of the SLICE Office, they are collecting supplies for those affected by Hurricane Dorian.

### **NEW BUSINESS**

#### ***Approval of Consent Agenda***

2. Attorney Invoice – Bryant Miller Olive, P.A. (July 2019)  
Authorize payment of invoice as presented.
3. Human Resources Report  
Approve the report as presented.
4. Sponsored Programs – Fiscal Agent  
Authorize funding for the awards and contracts as presented.
5. Sponsored Programs – Provider  
Authorize funding for the awards and contracts as presented.

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

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

#### ***TCC Foundation***

6. TCC Foundation Update  
VP Mitchell reported fundraising is ahead of this time last year, replying to Trustee Grant she said it is because of a focus on school to work scholarships and three (3) more classroom renovations.  
None required. Report provided for information only.

7. TCC Foundation – Gift Acceptance  
Chair Lamb asked if there were any questions, with none received.

Accept gift as presented.  
**MOTION:** Trustee Messersmith   **SECOND:** Trustee Callaway  
Motion passed unanimously.

#### ***Academic Affairs***

8. 2018 Textbook Affordability Compliance Report  
Trustee Callaway confirmed the process used by the college.

Approval of the 2018 report for submission to the Florida College System Chancellor  
**MOTION:** Trustee Moore    **SECOND:** Trustee Callaway  
Motion passed unanimously.

**Administrative Services**

9. Renewal of Professional Services Contract – Legal Services

Trustee Messersmith said he was very pleased with our contract for legal services.

Approve the renewal of the professional services contract with Andrews, Crabtree, Knox and Longfellow, LLP for one (1) year.

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

10. Policy Manual Changes

President Murdaugh stated we would like to pull this item.

11. Construction Status Report

Presented as an information item only.

12. C-Cure Door Lock Upgrades

President Murdaugh stated we would like to pull this item.

13. Disposal of Real Property

President Murdaugh said we have never used this facility, it does not meet current building code and is now occupied by the Sheriff’s Office. With new legislation, the space counts against us in space utilization and the Sheriff’s Office has indicted they are willing to accept the building at no cost.

Approve the disposal of real property at 339 East Jefferson Street, Quincy, FL 32351.

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

14. Policy Manual Changes

Trustee Messersmith verified this is a new policy.

Approve addition of College policy as presented.

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

15. Fund Analysis - August

For information only, no Board action required.

**Student Affairs**

16. District Board Policy 10-17 Student Activity and Service Fees

Trustee Messersmith asked who would appoint the at-large and student club students, with Dean Jones replying the Director of Student Life. President Murdaugh stated we have over the years avoided procedure in policy. VP Rowland said a full procedure will be posted later.

Approve requested changes to Board Policy 10-17 Student Activity and Service Fees.

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

**BOARD OF TRUSTEES**

17. Board Self-Evaluation Policy

President Murdaugh said we have circulated information to the Board and feel the first step

should be the approval of the policy, indicating this is a requirement of SACSCOC.

Approve new DBOT Policy 02-09.

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

Trustee Messersmith made recommendations for their self-evaluation questions, asking staff to review and provide clarifying language in a new document. Trustee Moore thanked him for his thorough review. Trustee Callaway confirmed with AVP Wang the questions were developed based upon documents provided by SACSCOC.

**PUBLIC COMMENT**

None

**WORKSHOP**

Chair Lamb stated in lieu of a workshop, the Board would go into Executive Session.

**PRESIDENT’S REPORT**

President Murdaugh recognized VP Ingerman, who indicated our wireless network is more than a decade old and does not meet our current needs. He indicated that next month an item will be brought to the Board for approval, however he will be unavailable and wanted to answer any questions now.

He shared the process they used identified needs and companies that could provide a solution. He stated we selected a local company, Presidio, who will be using Aruba as the solution for a do not exceed cost of \$1.2 million at all our locations. Trustee Moore confirmed this is allotted within the budget the Board has already approved.

President Murdaugh referenced several upcoming events to which the Trustees are invited.

President Murdaugh requested to move the October Board Meeting from October 21, 2019 to October 14, 2019.

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

**NEXT MEETING DATE**

~~October 21, 2019~~    October 14, 2019                      Location: **Main Campus**

**ADJOURNMENT**

Meeting adjourned at approximately 4:25 p.m.

Minutes approved at the regular meeting of the District Board of Trustees on October 14, 2019.

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**Eugene Lamb, Jr.**  
Chair

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**Jim Murdaugh, Ph.D.**  
President