

Minutes
District Board of Trustees
Tallahassee Community College
444 Appleyard Drive
Tallahassee, FL 32308
Monday, June 17, 2024
Business Meeting & Workshop – 2:30 PM

CALL TO ORDER

On June 17, 2024, Chair Jonathan Kilpatrick called the Tallahassee Community College District Board of Trustees meeting to order at 2:30 p.m.

Chair Kilpatrick asked everyone to stand for a moment of silence and the Pledge of Allegiance.

Members Present: Chair Jonathan Kilpatrick, Vice Chair Karen Moore, Trustees Eugene Lamb, Monte Stevens, Charlie Ward and Frank Messersmith.

Absent:

Others Present: President Jim Murdaugh, Candice Grause, Brendie Hawkins, Charlotte Huff, Matthew Rasmussen, Cerissa Fondo, Janet Hartman, David Hoover, Chuck Moore, NinaFe Awong, Ted Duggan, Monika Gagoshidze, Joshua Adams, Sila Lott, Frank Mix, Glenn K. Alston, Donmetrie Clark, Jason Fowler, Jessica Griffin, Don Herr, Nyla Davis, Craig Knox, Kalynda Holton, Dustin Frost, Suzi Baugh, Amy Bradbury, Shelly L. Bell, Sheri Rowland, Rob Hall, Trevoris McDaniel, Jack Baker, Anthony Jones, Lei Wang, Angela Long, Calandra Stringer, Bobby Jones, Alison Fleischmann, and Barbara Wills.

COMMENTS

- i. Chair Kilpatrick shared he had an opportunity to attend the Florida College System and State University System meetings.
- ii. Board Members: Trustee Messersmith wished Bret Ingerman well in his retirement. Trustee Lamb shared he has been busy telling everyone that the name change starts on July 1. Vice Chair Moore congratulated the institution on the eight new Associate degrees we are offering and said it's one more example of how this college addresses the community's workforce needs. Trustee Ward shared he was interested in the renovations being made to the Sports Complex and thanked those who made it happen. Trustee Stevens recognized Chuck

Moore, TCC's Athletic Director, for a recent article in the Tallahassee Democrat. He thanked everyone for the campus cleanup after the tornado on May 10 and was grateful for the quick response. He also noted receiving a lovely letter from a student and thanked the staff of the TCC Foundation for the great job of matching donors with students.

- iii. President Murdaugh shared he attended the annual Council of Presidents (COP) meeting in June. He is grateful to Governor DeSantis for signing HB 510, which adds Florida College System employees to the State Group Health Insurance, a priority of the Council of Presidents. It is still unclear what impact the veto of the \$80 million appropriation will have on TCC, but the COP is working with the Florida Department of Education and the Department of Management Services to determine the next steps. An article in the Tallahassee Democrat mentioned that Governor DeSantis also vetoed \$57,810 for TCC, but this was actually for a pass-through Council of Cultural Affairs (COCA) grant for Word of South, not anything tied directly to the College's budget. He is delighted that new signs for the name change, which was approved during the 2024 Legislative Session will start going up on July 1. The funding for Tallahassee Collegiate Academy students through the Florida Education Finance Program (FEFP) was also approved. He asked Chief Sean McGovern to introduce Tiffany Echols, who was promoted to Lieutenant with the Police Department.

Trustee Stevens asked if TCC is part of the Florida College System insurance consortium and if our health insurance plan period runs from July to July. Dr. Wills responded that the plan runs from January to December. Dr. Murdaugh shared that of the twenty-eight colleges, TCC is one of five not in the consortium, as Dr. Wills was able to negotiate a better deal locally.

APPROVAL OF MINUTES

1. May 2024 Minutes

Approve minutes as presented.

MOTION: Vice Chair Moore **SECOND:** Trustee Stevens

Motion passed unanimously.

2. 2024 Presidential Evaluation Minutes

Approve the minutes as presented.

MOTION: Trustee Messersmith **SECOND:** Trustee Stevens

Motion passed unanimously.

INFORMATION AND NEWS ITEMS

VP Grause provided the following information and news items: TCC was reported as the most affordable in Florida by AOL based on tuition and local cost of living, and our nursing program was ranked in the top five most cost effective nationally; Florida Trend and other state and national outlets highlighted HB 1285, which will allow Miami Dade College, Polk State College and TCC to charge a maximum of \$290 per credit hour for nonresident tuition and fees for specified online programs; we received a lot of news coverage for our new Associate of Science degrees; there were several miscellaneous features regarding athletics, new scholarships, and upcoming art events; WTXL reported on our excellent teaching program and how TCC is helping with the local teacher shortage; there was more recognition for the Academic Affairs department winning the Innovation of the Year Award from The League of Innovation for their Pathways to Persistence program; the Tallahassee Democrat published a front page story on E'leese Shelton, who made national headlines for graduating high school as a twelve-year-old from Tallavana Christian School, and her big dream is to come to TCC in the fall. Broadcast clips were shown. The College will become Tallahassee State College on July 1 – an extensive campaign will launch including billboards, commercials, radio, digital advertising and more.

UNFINISHED BUSINESS

No unfinished business

PRESENTATIONS

Alison Fleischmann, Director of Development with the TCC Foundation welcomed Dr. Matthew Rasmussen who donated \$30,000 to support students from Leon County or the surrounding areas pursuing a career in Dental Assisting.

Barbara Goldstein with the Holocaust Education Resource Council presented on her organization's work.

Professor Edward Duggan was recognized and joined by Model UN students Monika Gagoshidze and Joshua Adams to share their recent accomplishments at the New York Conference. He thanked Dr. Murdaugh, Dr. Stringer, the Board of Trustees, and Dr. Bryan Hooper for supporting the program.

NEW BUSINESS

Approval of Consent Agenda

The consent agenda format is an organization process for meetings that allows the governing board to focus their time and attention on action items that require more elaboration, information, and discussion. The intent of the consent agenda is to support the efficiency and effectiveness of the meeting.

If a trustee has a question or plans to cast a negative vote regarding a specific recommendation, then the trustee/trustees need to acknowledge their intention to the Chair. This action item will be considered in the regular order of business as an individual action item.

Those action items that the trustees plan to approve without further question or discussion will remain on the consent agenda. Upon the final determination of the consent agenda, a motion, second to the motion, and unanimous approval of the Board of Trustees is needed to approve the action items. Upon approval of the consent agenda, the Board of Trustees will proceed with the remainder of the agenda.

3. Attorney Invoice – Bryant Miller Olive (April 2024)
Authorize payment of invoices as presented.
4. Sponsored Programs – Provider
Authorize funding for the awards and contracts as presented.
5. Human Resource Report
Approve the report as presented.

Motion to Approve Consent Agenda

MOTION: Trustee Lamb **SECOND:** Trustee Stevens
Motion passed unanimously.

TCC Foundation

6. TCC Foundation Update
Presented as an information item only.

Academic Affairs

7. Dual Enrollment Articulation Agreements with Private Schools
Approve the dual enrollment articulation agreements with private schools.
MOTION: Trustee Messersmith **SECOND:** Trustee Ward
Motion passed unanimously.
8. Academic Curriculum Changes
Approve the proposed academic curriculum changes.
MOTION: Trustee Lamb **SECOND:** Trustee Ward
Motion passed unanimously.
9. Dual Enrollment Articulation Agreements with County School Boards and Public Charter Schools
Approve the dual enrollment articulation agreements with county school boards and public charter schools.
MOTION: Vice Chair Moore **SECOND:** Trustee Stevens
Motion passed unanimously.
10. Dual Enrollment Articulation Agreements with Liberty County School Board
Approve the dual enrollment articulation agreements with Liberty County School Board.
MOTION: Trustee Stevens **SECOND:** Trustee Ward
Motion passed unanimously.
11. Annual, Continuing, and Post Award Contract Recommendations
Approve the recommendations for annual, continuing, and post award contracts in the attached list.
MOTION: Vice Chair Moore **SECOND:** Trustee Stevens
Motion passed unanimously.

Administrative Services

12. Use of College Personnel and Facilities
Approve the use of College resources for TCC Foundation DSO activities as presented.
MOTION: Trustee Messersmith **SECOND:** Trustee Stevens
Motion passed unanimously.
13. Fund Analysis - May
Presented as an information item only.
14. Construction Status Report
Presented as an information item only.
15. Architect Invoices
Authorize payment of architectural invoices as presented.
MOTION: Vice Chair Moore **SECOND:** Trustee Stevens
Motion passed unanimously.
16. Certificate of Final Inspection – TCC Administration Lobby Renovations
Approve the attached Certificate of Final Inspection, Office of Educational Facilities (OEF) Form 209, authorizing final payment to contractor, Cook Brothers, Inc., for the TCC Administration Building Lobby Renovations Project.
MOTION: Trustee Stevens **SECOND:** Vice Chair Moore
Motion passed unanimously.
17. Design Build Guaranteed Maximum Price – FPSI Classroom Building “A” Restroom Improvements Project
Approve the attached Design Build Contract and Guaranteed Maximum Price in the amount of \$104,810.00 to DAG Architects, Inc., for the FPSI Classroom Building Uni-Sex Restroom Improvements Project.
MOTION: Trustee Messersmith **SECOND:** Trustee Lamb
Motion passed unanimously.

President Murdaugh recognized Dr. Wills who shared the following information on items 18-21:

18. The Educational Plant Survey is a statutory requirement. It's a look at our present educational facilities, submitted every five years, and can be updated as needed.
19. The Project Priority List is a constitutional requirement submitted annually.
20. The Capital Improvement Plan is a statutory requirement; we submit this yearly.
21. The Master Plan is a statutory requirement; we submit it every five years. It's the college's vision. The Master Plan is a living document; we can update it as needed.

Dr. Wills asked Jack Baker of DAG Architecture and Don Herr, Director of Facilities to come forward and present on the College's Master Plan. A PowerPoint was shown.

Trustee Messersmith commented that he didn't see the old Florida swamp listed as being donated to TCC on the Master Plan and the educational boardwalk through it. Mr. Herr advised that grant money would be requested for the educational boardwalk when grant money became available.

Vice Chair Moore asked if we have a technology overlay, a 360 plan for all the buildings we would be remodeling or adding to existing structures. Mr. Herr answered that making an overlay or 360 plan would be expensive for the whole building or job. He breaks it down into sections, doing only one phase at a time. Our lead time on some supplies is twelve to fourteen months on many everyday items.

Chair Kilpatrick commented we are planning to develop technology capabilities. We are preparing for the possible.

18. Tallahassee Community College - Five Year Educational Plant Survey 3.1
Authorize approval of the new Educational Plant Five Year Survey 3.1 for the period 2023- through 2028.

MOTION: Trustee Stevens **SECOND:** Vice Chair Moore
Motion passed unanimously.

19. Tallahassee Community College – Project Priority List (PPL)
Approve the attached Project Priority List in preparation for transmittal to DOE.

MOTION: Trustee Stevens **SECOND:** Vice Chair Moore
Motion passed unanimously.

20. Capital Improvement Plan (CIP) 2025-26 Through 2027-2028
Approve the 2025-26 through 2027-28 CIP, as summarized on the attached CIP-2 form.

MOTION: Trustee Stevens **SECOND:** Trustee Ward
Motion passed unanimously.

21. Tallahassee Community College – Master Plan Services
Approve the attached proposal from DAG Architects for Master Plan Services for all Sites 1-6.

MOTION: Trustee Lamb **SECOND:** Vice Chair Moore
Motion passed unanimously.

22. College Operating Budget for FY 2024-2025
Approve the College's FY 2024-2025 Operating Budget.

MOTION: Trustee Ward **SECOND:** Vice Chair Moore
Motion passed unanimously.

President Murdaugh commented, (1) We have presented a balanced budget. (2) There will be no tuition increase for students again; that's part of our budget, which we ask you to sign off on. It also reflects the priorities aligned with the Strategic Plan the District Board Of Trustees approved. Chair Kilpatrick asked when the last tuition increase was. Dr. Wills responded that 2010 was the last tuition increase.

23. RFQ 2024-02 Award - Pre-Qualification of Construction Manager Services
Approve the recommended list of Pre-Qualified Construction Managers for the period of June 18, 2024 to June 30, 2025.

MOTION: Trustee Stevens **SECOND:** Vice Chair Moore
Motion passed unanimously.

24. Disposition of Surplus Property Assets
Authorize the College to dispose of the items designated as surplus.

MOTION: Trustee Stevens **SECOND:** Trustee Lamb
Motion passed unanimously.

25. Changes to Salary Schedule
Approve updates to the 2024 – 2025 Salary Schedule as presented.
MOTION: Trustee Lamb **SECOND:** Trustee Stevens
Motion passed unanimously.
26. Revenue Sharing Agreement
Approve the Revenue Sharing Agreement between TCC and Bob Ballard and/or Mary Ballard.
MOTION: Trustee Messersmith **SECOND:** Vice Chair Moore
Motion passed unanimously.
Vice Chair Moore wanted to confirm that our legal counsel reviewed this document.
Yes, it was confirmed that legal counsel had reviewed the document.
27. Oyster Dome License Agreement
Approve the Exclusive License Agreement between TCC and Bob Ballard and/or Mary Ballard.
MOTION: Trustee Stevens **SECOND:** Vice Chair Moore
Motion passed unanimously.

BOARD OF TRUSTEES

28. 2024-2025 Schedule of Business Meetings and Workshops
Approve the schedule as presented.
MOTION: Trustee Lamb **SECOND:** Trustee Stevens
Motion passed unanimously.
Comment by Chair Kilpatrick, item to note: our next meeting will be Tuesday, August 6, 2024, and January 21, 2025, will be held on a Tuesday.

PUBLIC COMMENT

No public comment

PRESIDENT'S REPORT

Dr. Murdaugh shared that Professional Development Day is June 21, the Adult Education graduation is scheduled for July 18 at 6:00 p.m., and Eagles Rise will be held on August 8 at noon. He also reported that he will attend the Florida Chamber Foundation Board meeting and the Learners to Earners summit next week with Vice Chair Moore to give a presentation about Tallahassee Collegiate Academy. The business community served by the Florida Chamber of Commerce is very interested in what we do at our institution to help grow talent.

Dr. Stringer introduced the new director of the Teaching and Learning Academy, Dr. David Hoover, formerly our biology faculty.

NEXT MEETING DATE

Tuesday, August 6, 2024

Location: **Hinson Administration Building, Main Campus**

ADJOURNMENT

Chair Kilpatrick called the meeting to close at 4:00 p.m.

Jonathan Kilpatrick
Chair

Jim Murdaugh, Ph.D.
President