

## MINUTES

District Board of Trustees – Tallahassee Community College

444 Appleyard Drive

Tallahassee, FL 32304

April 21, 2008

2:30 P.M. - Board Workshop

4:00 P.M. - Business Meeting

Chair Moon called the District Board of Trustees workshop and business meeting to order at approximately 2:30 pm.

**Members Present:** Chair Moon, Trustees Moore, Hebrock, Lamb, Messersmith, Shirah and Stanfield.

**Others Present:** President Bill Law, VP Barbara Sloan, VP Robin Johnston, VP Bill Campman, VP Sharon Jefferson, Jim Murdaugh, Jerry Schilling, Bobby Jones, Chip Singletary, Lois Ewen, Susie Hall, Raven Davis, Frank Brown, Monte Finkelstein, Tony Stallworth, Tom Waller, Marge Banocy-Payne, Cherry Alexander, Kate Stewart, Charles Riley, Kris Reeves, Jacque Parramore, E.E. Eunice, Bill Spiers, Rob Chaney, Sally Search, Rick Frazier, Judy Bently, Bridget Elwell, Jeanie Barker, Carol Easy, Bill Mabile, Scott Balog, Angie Taylor, Tom Dinh, Jose Desilva, William Hawks, Rod Lipscomb, Evan Wainwright, Roman Barnes, Scott Loedlin, Ishmael Mayhew, Christine Kessler, Christine Henderson, Terry Pendleton, Renae Tolson and Patsy Warmack.

Chair Moon welcomed everyone in attendance. The Chair requested everyone to please rise for a moment of silence and remain standing for the Pledge of Allegiance to the American Flag.

Trustee Stanfield mentioned the possibility of eventually doing away with paper copy of agenda as we use the portal more in communications.

Trustee Lamb thanked the college for inviting him and his wife to the TMH Gala.

Discussion was held on what people liked about keeping paper copies of the agenda.

**President –** President Law announced the results of John Shultz's Foresincs and Debate team and their many awards.

The President announced:

- VP Smith was completing her tenure at SACUBO.
- VP John Chapin is defending his dissertation today.
- VP Campman's area was recognized as a case study through Microsoft.

## **BOARD WORKSHOP**

The workshop is a visual overview of where the college is with the Strategic Plan. Final reports will be presented at the May workshop.

Student Affairs Initiative – VP Jefferson

Enhanced Learning – VP Sloan

Community – President Law

Alternate Delivery – VP Sloan

Technology and out of class support - VP Campman

Finance – Jerry Schilling

Facilities - President Law

Foundation – VP Johnston

Discussion followed on all areas.

Discussion of the 2008-2009 Budget was held. President Law discussed the presentation showing the budget figures. The President stated he will be watching the Lottery funding closely.

President Law requested the Board approve a \$3.00 increase for the next three years.

**MOTION:** Trustee Hebrock moved the Board approve a base tuition increase of \$2.75 and \$.25 for student fees for total of \$3.00.

**SECOND:** Trustee Moore

Chair Moon ruled the motion out of order for voting and requested it be addressed in the regular Board Meeting.

Student representatives presented the student budget for 2008-2009. President Law commented on the work that these students did on the budget and how impressed he was with their abilities to plan and understand the needs of the student body.

The workshop presentation is filed electronically.

## **BUSINESS MEETING**

Chair Moon asked Patsy to come forward for a special presentation from the Board of Trustees and a Resolution filed with the minutes.

## **APPROVAL OF MINUTES**

Chair Moon requested a motion to approve the minutes of the March 17, 2008 Workshop/Board Meeting.

**MOTION:** Trustee Moore moved to approve the minutes of the March 17, 2008 Workshop/Board meeting.

**SECOND:** Trustee Hebrock. Motion passed unanimously.

### **INFORMATION AND NEWS ITEMS**

Communications Director Susie Hall shared the media clips and videos:

- Women's History Month Celebration.
- Springtime Tallahassee.
- Students not accepted to FSU choose TCC.
- Hurricane Faith.
- Safety and Security Alert after Virginia Tech tragedy.

**UNFINISHED BUSINESS** – none

**PUBLIC COMMENT** - none

### **NEW BUSINESS**

Chair Moon requested a motion to accept the consent agenda as presented.

**MOTION:** Trustee Shirah moved to accept the consent agenda as presented.

**SECOND:** Trustee Stanfield. Motion passed unanimously.

### **DISCUSSION ITEMS**

#### **ADMINISTRATIVE SERVICES**

**Fund Analysis and Check List** – President Law reported on the status of the budget as presented earlier in the workshop.

**Construction Status Report** - President Law reported on the following:

- Storm water project.
- Memorial Garden.
- Learning Commons progressing on target.

#### **Professional Services Contract Renewals**

President Law reported that the board is responsible for approving renewal contracts for professional services. President Law recommends renewing these contracts for a term of one year and that these types of contracts become a standing item on the May agenda in subsequent years.

Chair Moon requested a motion to renew Professional Services Contracts for Johnson, Farrell & Mabile, LLC, CRA Architects, DAG Architects and EMO Architects for a term of one year.

**MOTION:** Trustee Hebrock moved to renew Professional Services Contracts for Johnson, Farrell & Mabile, LLC, CRA Architects, DAG Architects and EMO Architects for a term of one year.

He further moved to accept President Law's suggestion to bring forward for information each year beginning in May, 2009.

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

### **Mutual Aid Agreement between the TCC Police Department and Leon County Sheriff's Office**

President Law reported that the mutual aid agreement with Leon County Sheriff's Department is for combined voluntary cooperation and operational assistance in the event of an emergency. The President recommends approving the mutual aid agreement with the the Leon County Sheriff's Department from present until January 5, 2009.

Chair Moon requested a motion to approve the mutual aid agreement as presented.

**MOTION:** Trustee Hebrock moved to approve the mutual aid agreement as presented.

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

### **ACADEMIC AFFAIRS – Faculty Hires**

President Law reported the faculty hires are presented for information. VP slaon reported on the hires for next year. Information for faculty hires will be in the May Human Resources report for approval. President Law commented on how far ahead of other colleges TCC was in determining these hires.

### **STUDENT AFFAIRS – Child Care Agreement – Kids, Incorporated of the Big Bend**

VP Jefferson reported on the child care agreement. President Law presented the one year agreement with Kids, Incorporated of the big Bend for approval for the first year of the two-year extension.

Chair Moon requested a motion for approval of the request as specified.

**MOTION:** Trustee Hebrock moved for approval of the request as specified.

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

### **TUITION INCREASE – Addition to agenda**

**MOTION:** Trustee Stanfield move to approve a \$3.00 increase of which \$.25 will be for student fees and \$2.75 for tuition for physical year's 2009-2010, 2010 – 2011 and 2011 – 2012 and that the Board annually approve the increases.

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

## **RESOURCE DEVELOPMENT – FOUNDATION**

VP Johnston, presented the TCC Foundation update as follows:

- TCC Foundation Board News.
- Upcoming Events.

Trustee Moore requested that the Board invite the Foundation Board chair, Martha McCaskill to attend one of the Board of Trustee meetings.

## **PRESIDENT'S REPORT**

President Law distributed Safety and Security information to Board for emergency conference calling.

The President reported on:

- Community College Governance – waiting to be approved in session and then appointment of a task force. President Law hopes to serve on this task force..
- Taxation and Reform Budget Commission – permitting Community Colleges thru the County Commission to go for a term limited sales tax.

President Law distributed a handout on a bill that would allow colleges to borrow money.

The President requested a month's postponement of the President's evaluation committee until the audit report is finalized and secondly, postpone the final compensation recommendation until the fall to be in a time line with the college faculty and staff compensation recommendations.

## **FUTURE AGENDA ITEMS**

Workshop in May on budget.

Workshop in June on master plan and facilities.

## **NEXT MEETING DATE**

May 19, 2008

**ADJOURNMENT** - The meeting adjourned at approximately 5:30 pm.

Approved at regular meeting of the District Board of Trustees.

Date \_\_May 19, 2008\_\_\_\_\_

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Chair, Kimberle Moon

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President, William D. Law, Jr.