

**Minutes
District Board of Trustees
Tallahassee Community College
444 Appleyard Drive
Tallahassee, FL 32304
January 11, 2021
Business Meeting – 2:30 PM**

The January 2021 District Board of Trustees meeting was called to order by Chair Messersmith at approximately 2:30 p.m.

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

Absent: None

Via phone/Zoom: None

Others Present: President Murdaugh, Candice Grause, Lenda Kling, Trevoris McDaniel, Rob Hall, Craig Knox, Kim Moore, Heather Mitchell, Bill Spiers, Don Herr, Lei Wang, Nyla Davis, Calandra Stringer, Anthony Jones, Barbara Wills, Bobby Jones, Sheri Rowland, Melinda Rodgers, Alice Maxwell, Joey Walter and Gerald Jones

Via Zoom: Bret Ingerman, Gregory Williams, Ayanna Young, Rachel Laudadio, Donmetrie Clark, Mike Robeck, Lauren Schoenberger, Charles Hash, Tina Workman, George Santora, Josh Willoughby, Scott Balog, Kalynda Holton, Gary Smiekle, Freddy Menendez, Brielle Crooms, Selina Starling, Amy Bradbury and Chip Singletary

COMMENTS

i. Board Chair Messersmith asked everyone to stand for a moment of silence and the pledge of allegiance. He thanked Trustee Kilpatrick for his service and congratulated Dr. Calandra Stringer for her promotion to Provost and Vice President.

ii. Board Members – Trustee Grant indicated he continues to be impressed with all the good work. Trustee Kilpatrick said he was glad to be back, indicating there were TCC students assigned with his guard unit. Trustee Pople thanked faculty and staff for their hard work. Trustees Lamb and Callaway said they were glad to see we are all in good health.

iii. President Murdaugh announced Madeline Pumariega was named Miami Dade College President after our last meeting. He stated he appointed Dr. Calandra Stringer as the Provost and Vice President for Academic Affairs, indicating she has been here seventeen (17) years under three (3) Provosts, and stated Provost Stringer then appointed Anthony Jones as Associate Vice President for Academic Affairs. He recognized Dr. Stringer, Dr. Rowland & VP Moore for the combined work they have been doing.

He welcomed Joey Walter, Dean of Business, Industry, and Technology; Andrea Arce-Trigatti, Director of Assessment and Accreditation; and Kristina Wiggins, Workday Operations Director. He shared Rick Murgo and Pat Manning have announced their retirements and Tracy Woodward is planning to leave the College. He indicated Kalynda Holton has been named interim Dean of Science and Mathematics and Donmetrie Clark as interim Dean of Communications and Humanities.

President Murdaugh shared before the holidays many colleges were looking at dismal enrollment numbers, stating TCC put together a plan and worked over the break to increase our enrollment – extending a special thank you to everyone that worked on this. He said as of this morning credit hours are down four and two-tenths percent (4.2%), with most colleges down five to seventeen percent (5 – 17%). Trustee Messersmith asked for a round of applause for all the promotions and extra work by employees.

President Murdaugh stated we offered a maximum of six hundred dollars (\$600) monthly in CARES Act funds for up to three (3) months in rent for students facing eviction, indicating we assisted one hundred thirty-three (133) of our students. He shared part of the Omnibus Appropriation and COVID-19 relief

package will be additional Pell funds for our students and the education stabilization fund, of which we expect to receive a sizeable amount.

President Murdaugh recognized the birthdays of Trustees Kilpatrick and Grant.

APPROVAL OF MINUTES

1. November 16, 2020 Meeting

Request Board approve minutes as presented.

MOTION: Trustee Kilpatrick **SECOND:** Trustee Moore

Motion passed unanimously.

INFORMATION AND NEWS ITEMS

Director Maxwell introduced media clips for the TCC student Thanksgiving meal giveaways, student parent Bright Light giving campaign and housing funding for students.

UNFINISHED BUSINESS

None

PRESENTATIONS

None

NEW BUSINESS

Approval of Consent Agenda

2. Attorney Invoice – Bryant Miller Olive, P.A. (November 2020)

Authorize payment of invoice as presented.

3. Human Resources Report

Approve the report as presented.

4. Architect Invoices

Authorize payment of architectural invoices as presented.

5. Sponsored Programs – Provider

Authorize funding for the awards and contracts as presented.

MOTION: Trustee Moore **SECOND:** Trustee Lamb

Motion passed unanimously.

TCC Foundation

6. TCC Foundation Update

VP Mitchell said revenue continues to track ahead of last year, indicating forty-nine percent (49%) has been given to the college for upgrades and fifty-one percent (51%) used for scholarships. She summarized the upcoming events, cancelling Public Safety Day.

None required. Report provided for information only.

Academic Affairs

7. Academic Calendars 2021-2022 and 2022-2023

That the Board approves the proposed 2021-2022 and 2022-2023 academic calendars.

MOTION: Trustee Lamb **SECOND:** Trustee Callaway

Motion passed unanimously.

Administrative Services

8. Annual SREF Fire, Sanitation and Casualty Inspection

Approve the annual SREF Fire, Sanitation and Casualty Inspection reports in accordance with Florida Statutes.

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

9. Construction Status Report
Presented as an information item only.

10. Guaranteed Maximum Price – TCC Welding Technologies Laboratory
Trustee Kilpatrick inquired about a completion date, with VP Wills saying around October.
Approve the Guaranteed Maximum Price from Cook Brothers, Inc. for the TCC Welding Technologies Laboratory project in the amount of \$1,640,787.28.

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

11. Fund Analysis – December
For information only, no Board action required.

PUBLIC COMMENT

None

WORKSHOP

Student Success Rates

Provost Stringer reminded everyone of the task force on how to reopen the campus in Fall 2020; indicating this led to the face-to-face classes with safety guidelines, TCC Live (online courses via Zoom), hybrid courses and traditional online courses. She reviewed our Culture of CARE (Connections, Academics, Resources and Engagement) process that was designed with a group that included students.

She said with Academic Strategies for First Time in College students they created personalized learning plans, embedded academic resources (in one math class this resulted in a large increase in math success) and embedded academic support (a Learning Commons tutor and faculty librarian is included within the online course). She shared one hundred percent (100%) of our faculty completed professional development in the fall. She stated we continue to offer virtual mental health services, laptops, webcams, on-campus wi-fi, etc. She disclosed we also introduced academic success coaches, who are part-time employees, that correspond with our students weekly.

Provost Stringer indicated for our credit classes - six percent (6%) of our students did in-person only, with thirteen percent (13%) of our classes offered in-person or hybrid. Trustee Moore inquired how this compares to our sister institutions, with Provost Stringer saying most are doing remote online classes only (many not even offering Zoom). Provost Stringer said our overall success rate increased for Fall 2020 (in the middle of a pandemic with a new modality), indicating we are very proud of these numbers.

Trustee Pople asked how the students are made aware of all the things available to them; with Provost Stringer saying they receive information via text, videos, emails, etc. Provost Stringer shared over fifty percent (50%) of the students are very satisfied or satisfied with the LIVE classes and forty-two percent (42%) asked for in-person classes, but this differs from what they actually chose for Spring 2021. Trustee Grant confirmed the additional support will continue post-pandemic

Chair Messersmith asked if we saw a decrease in student participation at the Learning Commons over time, with Provost Stringer saying the usage continued and increased around exams. President Murdaugh said embedding the services (instead of just making them available) has resulted in a tremendous increase of usage.

President Murdaugh stated we were well positioned with technology to make these changes quickly (thanks to VP Ingerman and the Information Technology team), indicating we received a HIPPA compliant Zoom license for mental health counseling and will be beta testing a *Class for Zoom* product. He shared we leveraged our CARES funds to bolster our technology so we will be well positioned in the future.

PRESIDENT'S REPORT

President Murdaugh shared his thanks for rescheduling this meeting to meet the grant timeline.

NEXT MEETING DATE

February 15, 2021

Location: **Main Campus**

ADJOURNMENT

Meeting adjourned at approximately 3:40 p.m.

Minutes approved at the regular meeting of the District Board of Trustees on February 15, 2021.

Frank Messersmith
Chair

Jim Murdaugh, Ph.D.
President