

Minutes
District Board of Trustees
Tallahassee State College
444 Appleyard Drive
Tallahassee, FL 32308
Monday, September 16, 2024
Business Meeting & Workshop – 2:30 PM

CALL TO ORDER

On September 16, 2024, Chair Karen Moore called the Tallahassee State College District Board of Trustees meeting to order at 2:30 p.m.

Chair Moore asked everyone to stand for a moment of silence in memory of Michael Rodes, a Tallahassee State College employee who had recently passed, and the Pledge of Allegiance.

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

Others Present: President Jim Murdaugh, Candice Grause, Bobby Jones, Jennifer Carr, Tarrah Gordon, Calandra Stringer, Amy Bradbury, Glenn K. Alston, Brendie Hawkins, Riley Landy, Craig Knox, Mike Robeck, Renae Tolson, Bella Rios, Rafael Gransaul, Shaune Jessemay, Revan Khan, Jullion Griffin, Deidra Green, Frank Mix, Tricia Rizza, Donmetrie Clark, Anissa Southall, Maria Garcia, Djanny Piton, Shelly L. Bell, Kathy Hebda, Christen Givens, Sean McGovern, Logan Lane, Alison Fleischmann, Angela Long, Sam DeZerga, Nyla Davis, Barbara Wills, Bertie Culbreath, Kalynda Holton, Sheri Rowland, Destinee Britto, Musa Tumsah, Aarkanksha Pathak, Amany Hilario, Cerissa Fondo, Dustin Frost, Robert Landen, Trevorius McDaniel, Wayne Almy, and Yvonne Luster-Harvey.

COMMENTS

- i. Chair Moore commended the College on the large new faculty cohort and shared her positive experience at the Eagles Rise event. She noted that the academic year is off in the right direction.
- ii. Board Members: Trustee Messersmith shared that he attended a FPSI Housing meeting, noting that they are close to paying off the mortgage and will soon propose plans for new housing as part of long-range planning. He commended Janet Hartman for her excellent work. Vice Chair Lamb attended the Eagles Rise and expressed appreciation to VP Heather Mitchell and her team. Trustee Brown commented that, while she hadn't had the privilege of attending many of the events yet, she has enjoyed meeting many team members. She also thanked the team for the clear communication around the recent Shelter-In-Place order.

Trustee Stevens expressed gratitude to Chief McGovern for keeping the campus safe and shared concerns with President Murdaugh about overall campus safety. President Murdaugh responded, noting that TSC is fortunate to have Chief McGovern, who brings a wealth of experience from his previous work. He highlighted that TSCPD officers are armed, sworn, and highly trained, with strong relationships with the City Police and County Sheriff's offices. He also mentioned Tallahassee Collegiate Academy's dedicated school resource officer and noted that backup from TSCPD can be on-site in one minute if needed. Trustee Ward asked about the possibility of fencing around the campus. President Murdaugh explained that K-12 institutions often use fences and lockdown procedures, college campuses like TSC are generally more open and that he is not aware of any colleges in Florida with fenced perimeters. Trustee Ward concluded by thanking Jessica Chapman at Tallahassee Collegiate Academy for a recent visit where he enjoyed meeting some of the students.

- iii. President Murdaugh offered each trustee the opportunity to meet individually with Chief McGovern to discuss campus safety. He introduced Secretary Eric Hall of the Department of Juvenile Justice and Deputy Adrienne Secretary Campbell to present on the rebranding of the justice-involved youth programs. They provided a PowerPoint presentation highlighting these updates.

Trustee Messersmith thanked Secretary Hall for the youth-focused initiatives. Vice Chair Lamb also commended the program, noting its positive impact on both boys and girls. Trustee Stevens emphasized the critical role of education as a foundational factor in improving outcomes of youth. He thanked Secretary Hall, Governor DeSantis, and President Murdaugh for allowing to contribute to this important work both locally and statewide. Trustee Ward asked Secretary Hall if the Department partners with other similar programs across the state that are not affiliated with the Department of Justice to enhance the education component. Secretary Hall affirmed that they maintain numerous partnerships. President Murdaugh thanked Secretary Hall for attending and highlighted how these initiatives align with TSC's mission and our desire to provide second chances for youth. He expressed pride in TSC's contributions and gratitude for Secretary Hall's confidence in the College's ability to coordinate and implement these efforts around the state. President Murdaugh acknowledged VP Bell and her team for their responsiveness, and the Provost for facilitating admission and essential services for the youth involved, ensuring that the employees of DJJ who are providing the services to the youth have the best education and training available.

Dr. Stringer provided an update on the online associate degree access for DJJ employees across Florida, noting that they can use tuition waivers as state employees. She thanked the department and Secretary Hall for providing textbooks and other resources. Dr. Stringer shared that thirty youths are currently

enrolled in the DJJ Soar program, with twenty-five pursuing an associate's degree in criminal justice, three working toward an Associate in Arts degree, and one pursuing a bachelor's degree in business administration. She shared excitement for the program's first graduate, who is expected this spring, and highlighted the partnership with Secretary Hall. Trustee Kilpatrick inquired about the rebrand timeline. Secretary Hall responded that the brand was launched two weeks ago, though the program has been in place for two years under the prior name.

President Murdaugh shared a unique achievement for Trustee Ward and his father, who were recently inducted into the Thomas County Hall of Fame together. He invited Trustee Ward to comment, and Trustee Ward expressed his gratitude for the honor, particularly for being able to share it with his 85-year-old father.

Chair Moore asked President Murdaugh to explain the Strategic Plan. President Murdaugh outlined several options, including modifying the existing plan, hiring a consultant, or starting from scratch. He suggested making proposals for modifications to build on the current plan. Trustee Messersmith expressed a preference for reviewing the current plan for potential updates rather than hiring a consultant. Vice Chair Lamb agreed. Trustee Stevens echoed these sentiments, questioning the need for an outside consultant. He asked about the age of the current plan and any deadlines for updates. President Murdaugh clarified that the plan was created five years ago, and the intention is to bring proposals forward next month to wrap up the current plan and lay the groundwork for the new one. Trustee Brown agreed, stating that she would like to see a clear direction for TSC moving forward. Chair Moore concluded that the Strategic Plan remains a valuable document and should be refined to guide TSC's next five years.

APPROVAL OF MINUTES

1. August 2024 Minutes
Approve minutes as presented.

MOTION: Trustee Stevens
Motion passed unanimously.

SECOND: Vice Chair Lamb

INFORMATION AND NEWS ITEMS

VP Candice Grause shared recent media coverage. She highlighted New Student Convocation coverage, noting that more than twenty-two hundred attended versus

fifteen hundred last year, which is an encouraging sign for fall enrollment. She also recognized the Student Government Association for their tremendous support in making the event a success.

She shared additional media highlights including the Bloodhound Scent Tracking seminar, which received local and national coverage. In program rankings SC's Associate Degree in Criminal Justice was ranked among the top twenty-five nationally by the online education aggregator SmartyPal. Additionally, *Best School News* ranked TSC's Workforce Program as one of the top fifteen in the state, and *Research.com* awarded TSC a bronze medal for having one of the most affordable nursing programs in the nation, based on tuition, coursework, and credit requirements.

The National Association for Community College Entrepreneurship announced a new pilot program involving fourteen community colleges, including TSC, which will work with SkillPointe. VP Bell has been coordinating efforts with the other participating colleges.

VP Grause congratulated Dr. Rowland's team, including Pam Johnston, Dean of Career and Academic Success, for her appearance on the *Voices of Student Success* segment on *Inside Higher Education* to discuss TSC's approach to student advising. She noted that while the national average for community college students who go on to earn a bachelor's degree is around sixteen percent, TSC boasts a remarkable thirty-eight percent. Broadcast clips were shown.

Chair Moore congratulated Dr. Angela Long, Chief Engagement Officer, for her presentation on Artificial Intelligence at the Greater Tallahassee Chamber of Commerce Community Conference.

UNFINISHED BUSINESS

PRESENTATIONS

Chancellor Kathy Hebda presented a Florida College System Foundation check for scholarships. The Foundation has three main funders for those scholarships: Helios Foundation, Bank of America, and Florida Blue. She mentioned that they serve every college in the state system.

Dr. Rowland introduced the following Student Government Association members.

President - Destinee Britto
Vice President - Isabella Rios
Treasurer - Musa Tumsah

Secretary - Rafael Gransaul
Parliamentarian - Aakanksha Pathak
Speaker of the Senate - Shaune Jessema
Senator of Academic Affairs - Djanny Piton
Senator of Information Technology - Revan Khan
Senator of Campus Safety and Facilities- Amany Hilario
Senator of Marketing and Public Relations - Maria Garcia

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/or 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.

2. Attorney Invoices – Bryant Miller Olive (June 2024 and July 2024)
Authorize payment of invoices as presented.
3. Policy Manual Changes – Technical Corrections
Approve revision of College policies 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.
6. Human Resource Report
Motion to Approve Consent Agenda

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

TSC Foundation

7. TSC Foundation Update
Presented as an information item only.

Academic Affairs

8. 2024 FCS College Affordability Report
Approve the 2024 FCS College Affordability Report.

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

Administrative Services

9. Policy Manual Changes
Approve revision of College policies as presented.

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

10. Fund Analysis - August
Presented as an information item only.

11. Direct Support Organization Audit Reports
Presented as an information item only.

12. FY 2023-2024 Carry Forward Spending Plan
Approve the FY 2023-2024 Carry Forward Spending Plan.

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

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

14. Architect Invoices
Authorize payment of architectural invoices as presented.

MOTION: Trustee Kilpatrick **SECOND:** Vice Chair Lamb

Motion passed unanimously.

15. Guaranteed Maximum Price – TSC Center for Innovation (CFI) Third Floor Renovations Project

Approve the attached Construction Manager Contract and Guaranteed Maximum Price from CSI Contracting, Inc., for the TSC Center for Innovation (CFI) Third Floor Renovations Project.

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

Trustee Messersmith asked about the alternates in the GMP. Dr. Wills explained the alternate sub-bids we were looking at to determine how much we could do within the budget for the third floor.

16. Changes to Salary Schedule

Approve updates to the 2024 - 2025 Salary Schedule as presented.

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

Comments:

President Murdaugh provided an overview of the budget process, noting that the budget workshop was held in May, followed by the board's approval of the fiscal year budget in June. He highlighted that the budget included a classification study, the first in approximately fifteen years ago, undertaken to enhance TSC's ability to recruit, retain, and remain competitive with its positions. Evergreen Solutions, a firm with expertise in college classification, was selected to conduct the study.

President Murdaugh expressed that the College is in a strong position to implement the study's recommendations and also to afford a cost of living increase for employees. Evergreen Solutions suggested updates to some job titles to align with other colleges and recommended salary adjustments for 167 positions. He explained that if the board approves the new salary schedule, it will encompass both a new classification structure and title that alignment, along with a four percent cost-of-living raise, in addition to the adjustments for the specified positions. Faculty would receive a four percent raise if approved. He extended his gratitude to Dr. Wills, Bobby Jones, and Nyla Davis, Director of Human Resources, for their hard work on this project.

Chair Moore thanked everyone involved, remarking that this project reflects how much TSC values its staff and faculty and commended the board's support of the four percent raise. Trustee Ward remarked that such measures are commendable and inquired whether the raise would

lead to a tuition increase. President Murdaugh clarified that there is no impact on tuition. Trustee Stevens asked to confirm that all adjustments would be raises, with no reductions. Both President Murdaugh and Chair Moore affirmed that no downward adjustments were included. Trustee Messersmith asked why there is no cap on the salary range. President Murdaugh explained a cap was considered a non-value-added element of the salary schedule. Trustee Stevens also asked if any part of the salary adjustments locks in an annual raise. President Murdaugh responded that board actions do not guarantee raises beyond a single year; instead, raises are determined annually.

Trustee Brown asked about the timeline given the collected bargaining agreement and the board's support. President Murdaugh explained that the staff and administrators would see the adjustments on October 1, while faculty raises would take effect on the date the agreement is ratified and approved by the board. If ratified in October, faculty raises would also commence on October 1. Vice Chair Lamb expressed that the project was well done.

Chair Moore then shared that President Murdaugh had stated he would not accept a raise unless everyone else at the college received one. She requested a motion for the board to approve a 4% raise for President Murdaugh as well.

MOTION: Vice Chair Lamb
Motion passed unanimously.

SECOND: Trustee Stevens

BOARD OF TRUSTEES

PUBLIC COMMENT- No public comment

WORKSHOP

Dr. Sheri Rowland, Dr. Calandra Stringer, and Vice President Shelly Bell--Enrollment Update

PRESIDENT'S REPORT

TSC Alumni and Friends Hall of Fame Induction Ceremony - September 26

TCA Plaque Dedication - September 30, 10:30 a.m.

Southern Association of Colleges and Schools Commission on Colleges (SACS COC)
Onsite Visit - Week of October 7

Tallahassee Science Festival – October 19

Theatre TSC 2024-25 season-Radium Girls on October 2-5 and 11-13, Tartuffe on
November 14-16 and 22-24, and Alice by Heart on April 2-5 and 11-13, 2025.

NEXT MEETING DATE

October 21, 2024

Location: **Main Campus**

ADJOURNMENT

Chair Moore called the meeting to close at 4:30 p.m.

Karen Moore
Chair

Jim Murdaugh, Ph.D.
President