CALL TO ORDER – The meeting was called to order at approximately 3:30 p.m.

Members Present: Col. Will Jenkins, Chair; Kathy Shirah, Vice Chair; Russell Doster, Bill Hebrock, Alisa Ghazvini, Frank Messersmith, and Lyn Stanfield.


The Board observed a moment of silence followed by the Pledge of Allegiance.

COMMENTS/CHAIR - No comments

BOARD MEMBERS - Trustee Messersmith thanked everyone for their concern shown after Hurricane Dennis and commented that he thought Franklin County was impacted more than Pensacola.

COMMENTS/President – President Law introduced Mark Druash, Chair of TCC Classified Staff. Mr. Druash thanked the Board of Trustees for their recognition of staff and faculty through the salary incentive and for their leadership. He also recognized President Law for his leadership and support this last year.

President Law recognized Ms. Jean Ferguson the new principal of Lively Technical and Vocational School and a TCC neighbor. Ms. Ferguson commented on her belief in Technical and Academic education as a combination to success. She is looking forward to a great relationship with Tallahassee Community College.

Vice President Sloan introduced Ms. JoAn Goss as the new Director of Nursing.

President Law introduced Bill Campman as the new VP for Information Technology coming from Lake - Sumter Community College. Mr. Campman expressed his appreciation of being part of the TCC team.

President Law presented a modification item on the Legislative Research Center, Item D.1 and is pulling the two items in Tab 8 from the agenda.

APPROVAL OF MINUTES – Chairman Jenkins called for a motion to approve the minutes from the June 20, 2005 Board Meeting.
MOTION: Trustee Hebrock moved to approve the minutes.
SECOND: Trustee Messersmith. Motion passed unanimously.

INFORMATION AND NEWS ITEMS - Ms. Alice Maxwell, Director of Communications and Public Information handed out news clips to the Board and reported on the following televised news items showing the busy month and also brought forward that work has been begun on the communications and marketing plan which will be discussed next month.

- TCC 2005-2006 budget of $53.2 million.
- Quincy House Summer Computer Program and its academic success to the students.
- Achieving the Dream Grant of $400,000 to close achievement gaps providing the student with resources on the TCC campus. TCC is one of twenty seven institutions receiving this grant.
- Evan Wainwright a student at TCC who was named to Governor Bush’s American Disability Act Working Group serving on the Board. Evan is a student with Cerebral Palsy who is working to see that people with disabilities has a group to relate to. Evan is quite an inspiration to persons with disabilities and all others.

UNFINISHED BUSINESS - NONE

PUBLIC COMMENT – NONE

ELECTION OF OFFICERS – After receiving instruction from Chair Jenkins nominations for the new Board of Trustees Chair and Chair Elect were accepted. Trustee Messersmith nominated Kathy Shirah as Chair and Lyn Stanfield as Vice Chair for the District Board of Trustees for the upcoming year.

MOTION: Trustee Messersmith moved that Trustee Shirah as Chair and Trustee Stanfield as Chair Elect be elected for the Tallahassee Community College Board of Trustees.
SECOND: Trustee Ghazvini. Motion passed unanimously.

Chair Shirah thanked everyone for their vote of confidence in her ability to serve as Chair of the District Board of Trustees.

As her first order of business Trustee Shirah read and presented Col. Jenkins with a resolution stating his contributions to Tallahassee Community College and the District Board of Trustees.

MOTION: Trustee Doster moved to accept the resolution.
SECOND: Trustee Stanfield. Motion passed unanimously.

President Law presented Trustee Jenkins with a gift of a framed photo with comments from his colleagues on the District Board of Trustees.

Col. Jenkins expressed his appreciation and his belief in Tallahassee Community College and its many successes.
NEW BUSINESS/Consent Items – Chairman Jenkins called for a motion to approve the consent items as contained therein.

MOTION: Trustee Messersmith moved to approve the consent items.

SECOND: Trustee Ghazvini. Motion passed unanimously.

NEW BUSINESS – The following agenda items were discussed.

Administrative Services - Fund Analysis and Check List, Year-End Financial Report
Vice President Forgey reported on the contents of the report explaining the status of the State Contract and Grants expenditures vs. income. TCC receives approximately 5% contingent on the Contract or Grant expending the funds. Often the funds are not expended in the same year as receiving the funds. Federal Grants and contracts are reported in the same manner.

On the expenditure side personnel expenses saved about $400,000 and approximately $1 million in operations.

President Law again reiterated that the college finished well in the black this past budget year.

Trustee Hebrock inquired about the Grants Writer position and the direction that grants are headed. President Law stated that the position had been filled and we are on target on Federal and Competitive Grants. The budget this year will allow for some analytic support for this position.

Trustee Doster requested clarification on the adjusted beginning balance versus the ending balance showing on the year-end financial report. VP Forgey answered his question.

Trustee Hebrock asked that an e mail be sent to all Board of Trustee Members letting them know if the Banks participating in the college’s investments are working as planned. VP Forgey stated all six banks contacted were being utilized at this time.

Construction Status Report - President Law reported that PTLEA is progressing and the project is looking very good.

Land Acquisition – President Law stated that in a specific conversation with the Leon County Superintendent of Schools he was assured that the Leon County maintenance facility items are moving as planned.

President Law reported that the notification from the college has been sent in writing advising Tallahassee State Bank that TCC is interested in the acquiring the Atkins Transfer property and at some future date the college could find itself in the place to file for imminent domain.

Trustee Stanfield asked about the donated work on the baseball field. C.W. Roberts performed the work to alleviate the drainage. Mr. Roberts donated his labor as his son is on the baseball team. Trustee Stanfield asked if this is treated as an in-kind contribution to the Foundation. President Law said he would ask the Foundation to revisit this. Mr. Bob Webb responded stating that the value of work is treated as an in-kind contribution to the Foundation and would make sure this particular donation is handled as such.
Wakulla Center – VP Salsburg reported that the roof is on and all is still on schedule for late September.

Construction Change Order - President Law reported that prior he had asked for authority for paving along Pensacola Street during the holiday. The Board of Trustees had previously given approval but the DOT had some issues that affected the prior vote. President Law stated that with the purchase of Superior Mechanical property and the paving of the lot packaged together the parking space could be increased by about 200 parking spaces. President asked for approval for the change order to include this.

**MOTION:** Trustee Hebrock moved to approve the change order.

**DISCUSSION:** Hebrock brought forward that the second bid was 63% higher than the first and he felt it should be a separate contract instead of a change order. Larry Cliett explained that the change order is to Bass Construction the original bidder with C.W. Roberts as a sub contractor not a new contract to Roberts. Trustee Hebrock amended the motion to state that the change order is approved to Bass Construction.

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

**Grants and Contracts** - Purchase of Services - Legislative Resource Center and Museum, Tab 8 is struck from the agenda.

Distance Learning Consortium Cannon Learning Systems- President Law recognized John Opper, Director of the Florida Distance Learning Consortium. President Law asked for approval of the purchase of the specific learning modules in compliance with the Consortiums identification of those. It is a sole source item and President Law has instituted that a sole source items will not be on the consent agenda due to the questions and discussions. This is to approve the contract to spend money from its 2004-2005 contract.

**MOTION:** Trustee Doster made a motion to approve the purchase on the contract.

**SECOND:** Trustee Hebrock.

**DISCUSSION:** Trustee Messersmith asked if this is exempt from regulations of requiring other bids. Mr. Opper stated that this type of work is highly specialized and only two companies participated in bidding with one being to busy to be interested. The Consortium has done work with Cannon prior and knew their capabilities.

Motion passed unanimously.

Trustee Messersmith brought forward for discussion the previous conversations concerning the Florida Virtual Schools and the status of where TCC was in looking into possible participation. President Law responded that there is a specific ruling prohibiting Community Colleges offering remedial education to high school students. It could be done but Florida Law does not allow this. Trustee Stanfield stated that it might be time to revisit the statue and allow remediation of high school students. President Law will personally bring this forward to the Council of Presidents. Trustee Shirah reported that after researching Virtual Schools last
year she discovered that you have to withdraw from your school and enroll in the Virtual High School. There was further discussion of dual enrollment vs. virtual school and Dr. Sloan reported that any dual enrolled student at TCC is an advanced student not remedial students.

**Purchase of Equipment** – Florida Department of Transportation Grant – President Law reported that these items are used by the DOT for training of local agencies.

- Ford Pickup Truck
- Kustom Signals - Display Units
- MPH, Industries – Enforcer Radar Units
- Applied Concepts Inc. – Radar
- Decatur Electronics – Genesis Radar

**MOTION:** Trustee Stanfield moved that the above purchases of equipment be approved.

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

**Campus Master Plan Workshop Follow-up** – President Law requested to move to end of the agenda to allow for uninterrupted discussion.

**Economic & Workforce Development**

Agreement with Condensed Curriculum International, Inc. - President Law brought forth Health care programs that allow TCC to work with them to meet the needs of the community.

**MOTION:** Trustee Hebrock moved to authorize the President to enter into the agreement.

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

**Economic Development Activity** - President Law reported on his involvement with EDC and identifying a company that is interested in coming to Tallahassee that makes high end industrial air conditioning compressors. The technology is a magnetic field that turns the compressor. The company is interested in hiring, graduate level engineers as well as high end technology staff. They are very interested in Tallahassee. Both city and county officials have agreed to put in contributions up to $1.6 million for incentives for the company to achieve their goals. Governor Bush called the president of the company on behalf of the EDC and talked with the prospect to encourage them to locate in Tallahassee. This would be a big step forward for TCC and the importance of TCC to be part of the Economic Development Community.

President Law expressed to the Board that while wearing two hats as the incoming Chair of EDC he sees no problems with his involvement but more a plus for Tallahassee Community College. Trustee Doster expressed that when Dr. Law became President it was very important for him to have community involvement exposing himself as President of TCC. This certainly does not present any conflict of interest. After discussion President Law expressed at the appropriate time TCC will offer themselves as interested parties to the community development.
Resource Development - Bob Webb from the Foundation reported in the absence of Mike Illers, President of the Foundation who is ill and Ms. Turnbull who is on vacation. The news is all good with the Foundation and they have succeeded in reaching their goal for the share of the $10 million Capital Campaign for this time period. The foundation also has changed the end of their fiscal year to March 31.

Mr. Webb reported that there would be a change from Trustee Jenkins to Trustee Shirah as the liaison member for the Capital Campaign.

President’s Report -

- Proposed Monthly Management Report Schedule – President Law asked that each month the meeting is divided into areas that are linked together to make the Board meetings strategic and more efficient with information to the Trustees prior to the meetings for their review and familiarization.
- Board Development Opportunities for Board members to interact with other boards at meetings and professional settings as they come about. President Law would like for the Board to enjoy some of the benefits afforded to them.
- 2005-06 Meeting Schedule – distributed to Board Trustees. Trustee Stanfield suggested that we meet at different places for meetings as done this past year. Hebrock asked how we could get into the technology of televising Board meetings. Trustee Stanfield supported this. Chair Shirah called for exploration of costs involved of televising. The board asked President Law to explore this.

Campus Master Plan Workshop Follow-up – President Law state that things are coming into focus and introduced Monty Stark. Mr. Stark reported that at this point work is progressing on concepts by placing TCC extensions into the Community and the importance of this plan. The college needs to have a concept in place so the college knows how to speak with other agencies about TCC. EMO presented to the Board of Trustees the following with discussion taking place as each item was presented.

Slide 1
- Campus extensions Kurt Salsburg reported on Gadsden County and the TCC Quincy house and its success reaching out to the community.
- Leon County – TCC Capitol Center has had great success offering venues in the downtown areas. It is also serving to fulfilling the need of account executives and other groups to have a place for their educational tracks.
- Health Education Center – Is progressing in conjunction with TMH and the health related programs.
- Wakulla County – Wakulla Service Center – is establishing workforce programs offerings to work with Wakulla officials. Trustee Hebrock brought up the possibility of a change of name for Wakulla.

Slide 2 – Key Issues – Main Campus
- Steady Growth - Instructional Excellence Initiatives
• Storm water Management

**Slide 3 – Key Strategies – Main Campus**

- Retain Compact Core Concept
- Infrastructure repair and prepare
- Build Parking Garages and improve access
- Acquire land in the SW zone
- Develop EWD in SW Zone
- Land band - Tennessee at Appleyard property

Map showing existing campus. Plans are in operation to acquire the Atkins Storage and Leon County School Board property.

Main Campus Plan 3-5 years shows the plan to focus on the needs for the future.

There was lengthy discussion on entrances into the campus and handling the traffic. Trustee Hebrock suggested that President Law discuss with Pensacola south side tenants the possibilities of purchasing property.

The health facility, land acquisition, storm water and parking garage are the highest priorities with PTLEA – Facilities plant also a priority. All of the above fit without TCC having to make any hard decisions that the Board could not approve. Trustee Doster asked for a summary of today’s presentation to help the board review in order to make decisions. DOE needs a master plan from TCC that shows where the college is going. Trustee Hebrock suggests coming back to next meeting citing three or four parts of the plan that are priority and EMO bring back a power point showing a bound plan in order for the Board to approve.

With no further business to come before the Board, Trustee Ghazvini moved that the meeting adjourn. Trustee Stanfield seconded and the motion passed unanimously. The meeting adjourned at 6:20 p.m.

The next Meeting will be held August 15, 2005.

Approved at regular meeting:

__________________________________________  ______________________________________

Kathy Shirah, Chair  William D. Law, Jr., President