The meeting was called to order at 3:45 by Chair Shirah.

Members Present: Chair Shirah, Kimberle Moon, Alisa Ghazvini, Russell Doster and Lyn Stanfield.

Absent: Bill Hebrock and Frank Messersmith

Others present were: President Bill Law, Bill Campman, Mike Illers, Charles Riley, Jerry Schilling, Bertha Murray, Frank Brown, Linda Benedict, Larry Cliett, Eric Henderson, Glendon Forgey, Bill Mabile, Sharon Jefferson, Barbara Sloan, Rob Chaney, Kurt Salsburg, Monty Finkelstien, Marjorie Turnbull, Steve Owens, Paul Pillar, Scott Balog, Ed Wilson, Alice Maxwell, Jim Murdaugh, Sheri Rowland, Terry Cox, Lois Ewen, Bridget Elwell, Margaret Howard, David Miller, Jerry Evens, Gene D'Iorio, Judy Bentley, Laura Kreps and Patsy Warmack.

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

COMMENTS
Board Chair – Chair Shirah welcomed everyone to Wakulla County and the Wakulla Center.
Board Members – None
President – President Law expressed sympathy to Trustee Bill Hebrock and his family on the loss of his Mother. The service will be tomorrow, January 18th at 11 am at Lafayette Presbyterian Church with burial in Ohio.

President Law introduced Dr. Lois Ewen the new Director of Nursing at Tallahassee Community College.

President Law stated that Leadership TCC under the leadership of Scott Balog was meeting this week and they were focusing on Health Care and the growth of the programs. Scott had gifts to present to each of the Board members from Leadership TCC.

The President announced that the NAACP Freedom Fund Banquet will be held on January 26, 2006 and TCC has a table available for Board members if they wish to attend.
President Law reported that we have been focusing on enrollment and enrollment was up approximately 6% with numbers strong in many areas. He congratulated VP’s Jefferson and Sloan on their work and the work of their respective staffs.

The President announced that the Scholarship Brochure was in print and he was very pleased with the contents. The book has a back up of a web site that allows students to make applications. This web site has interaction with the student from the moment of log on.

President Law announced that Financial Aid Night had approximately 1,300 people on TCC’s campus for this event and was a great success. The President congratulated Bill Spiers, Director of Financial Aid and his staff.

President Law recognized and introduced Gene D'Iorio, representative of Turbacor and welcomed him to the Board meeting and Tallahassee. Tallahassee Community College has made a commitment to assist and aid in leading the way for Turbacor in the community.

Chair Shirah requested a motion for approval of the minutes from December 19, 2005.

**MOTION:** Trustee Ghazvini moved that the minutes from December 19, 2005 be approved.

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

**INFORMATION AND NEWS ITEMS** – Communications Director, Alice Maxwell reported on several items of news interest.

- TCC and Dr. Law’s vision in the Tallahassee Democrat.
- Anniversary related activities.
- Advertisement in the Democrat of four TCC Alumni and information of interest.
- African American Calendar unveiling.
- TCC Scholarship and Web site/
- Redesign on TCC Website.

**UNFINISHED BUSINESS**
Midway Annexation – President Law announced that the change was made in the language that allows the college as well as PTLEA to expand the college activities at the site. The President met with the County Manager and he reported that the annexation discussions with the City of Midway and Gadsden County were moving forward. Tallahassee Community Colleges interests are well served by this annexation but it is in the best interest of the college to be as candid and straight forward as possible on intentions with the county. President Law recommends that the Board moved forward with approving the annexation ordinance.

Chair Shirah requested a motion to authorize the President to request annexation of PTLEA into the City of Midway as presented in the draft ordinance.
MOTION: Trustee Doster moved that the Board of Trustees authorize the President to request annexation of PTLEA into the City of Midway as presented in the draft ordinance.

SECOND: Trustee Moon. The motion passed unanimously.

Mr. Pillar reported that there was a zoning meeting next month and requested someone from Tallahassee Community College to be present. The City of Midway is ready to proceed and he thanked the board for their consideration.

PUBLIC COMMENT – None

NEW BUSINESS
Chair Shirah called for a motion to accept the consent agenda as presented.

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

SECOND: Trustee Ghazvini. Motion passed unanimously.

DISCUSSION ITEMS – Administrative Services
President Law discussed the fund analysis and checklist report stating that for the next few months he will pull them off the consent agenda so that discussion can occur. He stated that the fees look low at $1.7 million. The projection is based on the cut off date at the end of December versus the beginning date for this report in January. It will not remain that low and expenditures will be lower. The President assured the Board that if revenue dropped it would be identified and the college would work toward a solution.

Construction Status Report
The President reported there was a meeting set up with Steele Collins next week and they would seek final approval through the City of Tallahassee. President Law reported that the costs have increased by about 20% which might prevent the project to continue as planned.

Special Guests arrived and Chair Shirah introduced David Miller, Superintendent of Wakulla Schools and Jerry Evans, Wakulla School Board member. Superintendent Miller expressed his appreciation to Tallahassee Community College and its involvement in Wakulla County and stated he is looking forward to the relationship with TCC.

President Law stated that the Wakulla Center Facility will grow to where the community wants it to go; the experience of working with school partners proves to be highly beneficial to all involved.
Construction change order – PTLEA Defensive Tactics Project
President Law stated that we were taking one of the older buildings and making it into a Defensive Tactics building with funding from PECO monies.

Chair Shirah requested a motion to approve the Construction Change order to PTLEA Defensive Tactics project.

**MOTION:** Trustee Gazvini moved to approve the construction change order to the PTLEA Defensive Tactics project

**SECOND:** Trustee Moon. The motion passed unanimously.

Final Paving Project Cost
President Law stated that work is continuing with permitting issues on parking, the costs now exceed $1/2 million. The President suggests that the college needs to move forward with recommending the final project. The increase from the original cost figure of $350,000 is to now include cosmetic items such as lighting, landscaping, etc.

Chair Shirah requested a motion to approve the final cost of the project as presented.

**MOTION:** Trustee Doster moved to approve the final cost of the paving project.

**SECOND:** Trustee Ghazvini. The motion passed unanimously.

Disposition of Property Assets
Law Enforcement Initiative
President Law brought the list back with an abundance of caution. The purchase orders were issued in April, 2005 with the plans that the assets would go to Sheriff’s Departments around the state but there was an audit question that warrants bringing the disposition to Board with new information for approval.

Chair Shirah requested a motion to approve removal of the items from TCC’s property asset inventory.

**MOTION:** Trustee Ghazvini moved to approve the removal of items from TCC’s property asset inventories.

**SECOND:** Trustee Doster. The motion passed unanimously.

DOT Child Safety Seat
President Law reported that this was in the same context as the above. Future items will come before the Board for approval to accept and disposition at the same time.

Chair Shirah requested a motion to approve removal of the items from TCC’s property asset inventory.

**MOTION:** Trustee Doster moved to approve the removal of items of TCC’s property inventory.

**SECOND:** Trustee Moon. The motion passed unanimously.

MONTHLY MANAGEMENT REPORT – Dr. Sherri Rowland reported on the Enrollment Analysis and First Time in College Analysis.

Dr. Rowland reported the increase in all student areas. She gave a very informative report on comparisons of each area.

First Time-in-College Analysis – President Law reported that in August 2003 we agreed to take a snapshot of students and occasionally give the board information on how this group was doing, five full semesters and two summers. This is the report that followed.

It was suggested to build a profile of those graduated so we can get a sense of their success. There was discussion on the reasoning for drop out of students and identifying and finding a way to retain these students.

Board members responded with several questions which were all answered by President Law, Ms. Rowland and VP Sharon Jefferson.

Presidents Report
President Law gave a reminder of the African American Calendar unveiling. He also reported the Governor’s budget should be coming out the first week in February and it looks as though Community Colleges will fair very well.

President Law commented on the special board meeting on January 24, 2006 to announce a very special gift to the college.

He also reported that he is working diligently with Turbacor and that the deal with them was finished, signed, sealed and delivered.

NEXT MEETING DATE – A special Board of Trustees meeting January 24, 2006 to be held at the Legislature Research Center and the regular meeting to be held February 20, 2006 in the District Board of Trustee Board Room.

ADJOURNMENT – The meeting adjourned at approximately 4:50pm.

Vice President Kurt Salsburg introduced Florida Foresight Director, Bill Lowry. He also introduced the Wakulla Chamber of Commerce represented today by Allan Freeland. Mr. Freeland stated the core of Economic Development is opportunities for the youth. The Wakulla Center is the beginning point for the youth and also adult opportunities for the natives of Wakulla County. The Chamber presented a check for $10,000 for the Economic Development in Wakulla County. Chair Shirah welcomed everyone to the opening and read a report of the opportunities for the center to enhance the needs of Wakulla County.

President Law thanked Frank Messersmith for donation of items for the Wakulla Center.
Approved at regular meeting:

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Kathy Shirah, Chair

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William D. Law, Jr., President