CALL TO ORDER – The meeting was called to order at approximately 3:30 pm by Chair Shirah.

Members present: Kathy Shirah, Chair; Alisa Ghazvini, Kimberle Moon, Bill Hebrock and Lyn Stanfield by phone.
Absent: Frank Messersmith and Russell Doster.


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

While waiting for a quorum (Trustee Stanfield by phone did not make the quorum) the Board proceeded with discussion items not requiring the quorum present.

PRESIDENT – President Law commented on the Tallahassee Non-Profit Alliance and introduced Buddy Streit, President of the Boys and Girls Club and representing United Partners for Community Services. He was present in an effort to strengthen and formalize alliance with Tallahassee Community College and include the Tallahassee Chamber of Commerce. He would like to announce at Tallahassee Leadership next week the partnership with Tallahassee Community College and in Dr. Law’s absence Marjorie Turnbull will represent the college. President Law announced there would be a press release and he wanted the board to be aware prior. He feels that this relationship would only enhance Tallahassee Community College.

President Law recognized TCC SGA President, Jarrett Blackshear. Jarrett introduced Danyell Schakelford SGA, VP. Ms. Schakelford has returned from Kuwait serving in the armed forces.

President Law presented each Board member with a copy of the book, The World is Flat by Thomas Friedman. Board members thanked President Law.

President Law was pleased to give a demonstration of TCC’s “new wheels”, the Segway. It is planned that this new machine will soon be utilized by the Tallahassee Community College Police on campus.
President Law recommended that the City of Midway agenda item be tabled until further notice. He would also like to remove the Human Resource report from a consent item to an approval item to reflect the name of the new Dean for Health Programs.

**COMMENTS/Chair**
Chair Shirah welcomed everyone and asked for comments.

**BOARD MEMBERS** - Trustee Hebrock commented on the Attorney invoices reflecting the meeting regarding the Thompson contract in the Insurance Industry. Discussion was held and all questions were answered.

Trustee Ghazvini commented on the positive publicity for Tallahassee Community College this past month.

**APPROVAL OF MINUTES** – Chair Shirah called for approval of the minutes.

**MOTION:** Trustee Ghazvini moved that the minutes from the October 17, 2005 Board meeting be approved.

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

**INFORMATION AND NEWS ITEMS** - Communications Director Alice Maxwell distributed the packets and discussed items for the month.

- Tallahassee Magazine – Article about the Tallahassee Memorial Regional Hospital gift of land to Tallahassee Community College.
- People in the Community – Article on Evan Wainwright one of TCC’s Super students.
- Tallahassee Democrat - Job Center pages
- TV advertising – 30 second commercials
- Workshop on Avoiding Plagiarism – Copying use of others words or ideas
- PTLEA Dignitary Protection Program - Secret Service Agents on Campus and the Black Diamond Teaching/training.
- Federal Grant for TCC Health Education from Health and Human Services – help preparing students for real life –Congressman Alan Boyd was instrumental in obtaining this grant.

**UNFINISHED BUSINESS** - None

**PUBLIC COMMENT** - None

**NEW BUSINESS** – Chair Shirah called for a motion to accept the consent agenda as amended.

**MOTION:** Trustee Hebrock moved that the consent agenda be accepted as amended.
SECOND: Trustee Ghazvini.

Discussion: Trustee Hebrock inquired about the $1.2 million contract in the Law Enforcement Awards. Questions were answered.

Motion passed unanimously.

President Law addressed the Human Resources report change adding Dr. Lois Ewin as a new hire for the Dean of Health Care.

Chair Shirah called for a motion to approve the Human Resources report as amended.

MOTION: Trustee Ghazvini moved to approve the HR report as amended.

SECOND: Trustee Moon. Motion passed unanimously.

DISCUSSION ITEMS/Administrative Services – Construction Status Report. President Law announced that the Wakulla Center was near completion and due to the holiday season a Grand Opening would be planned for the first of the new year.

President Law commented that the PTLEA housing is also very close to being completed. Registration has been happening since September 1.

2005-2006 Budget Amendment - President Law discussed the adjustment of the Fund Balance to reflect the carry forward of both expenditures and the money to pay for those expenditures. The major change is the low amount of the carry over in a budget as large as the college has.

Chair Shirah called for a motion to approve the budget amendment.

MOTION: Trustee Hebrock moved to approve the budget amendment.

SECOND: Trustee Ghazvini. The motion passed unanimously.

Academic Affairs – President Law presented the newly hired faculty positions for 2006-2007 and pointed out that we are in a very advantageous spot with 12 new faculty hires due to the retirement of faculty that allows for and frees up funding for hires.

Trustee Ghazvini inquired which of the positions were to support new growth areas and there was a total of six.

Trustee Stanfield inquired as to the difference on the two math positions and the data in the college preparatory English class.

Trustee Moon asked about the purposes of the college preparatory math classes.
Trustee Hebrock inquired of the current health programs status and suggested that a charge be made to attempt to keep the graduating health care students in the local area.

Chair Shirah called for a motion to authorize new hires for the 2006-2007 year.

**MOTION:** Trustee Moon moved to authorize the new hires for the 2006-2007 year.

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

**Resource Development/Foundation** – Mike Ellers reported that the Capital Campaign is up to $7.38 million. The annual drive for Foundation is on target. There will be a November 21st joint reception for the Foundation Board and the District Board of Trustees held at TCC at the Capitol immediately following the District Board of Trustees meeting. Mr. Ellers stated that they are working to identify outstanding alumni to use for advertising. Trustee Hebrock would like to see more foundation presence at PTLEA, Gadsden House, Wakulla and TCC at the Capitol. He had recommendations that would enhance this presence and also provide additional funds for the campaign.

**Capital Improvement Fees/Bonding**– President Law shared with the Board recent developments is the implementation of the expanded Capital Improvement Fee. He noted that the process to bond these fees would be based on historical and projected enrollments, along with officially approved levels of the Capital Improvement Fee. Since Tallahassee Community College intends to use its maximum bonding capacity for parking and infrastructure improvements, he noted for the board the need to raise the Capital Improvement Fee in the current academic year (as previously planned) and also to raise the fee by $2 per credit hour in the 2006-07 academic year.

To place these increases in an overall context, President Law distributed a three year proposal outlining a plan to accommodate these increases as well as tuition increases. The plan would allow for both the college and the students to plan their finances while at the same time keeping increased fees to students at a reasonable level.

President Law also noted that the Board had been previously advised of the need to increase by $.50 per credit hour the Student Activity and Services Fee. The increase has been recommended by the Student Government Association and reflects the support for increased services, including the continuation of the contract for ‘no charge’ bus ridership with Taltran.

Based on the allowable amount by the legislature President Law requested approval of $2.50 for the Capital Improvement Fee for Spring of 2006.

Discussion followed. Chair Shirah called for a motion to approve the tuition and fee increases through Spring of 2006.
MOTION: Trustee Hebrock moved that the tuition and fee increases for Spring, 06; Fall, 2006 and Spring 07 be approved with the exception of higher fees for out-of-state students.

SECOND: Trustee Stanfield. The motion passed unanimously.

**Monthly Management Reports/ Community Relations** – VP Salsburg presented the report on Community Relations and the effort to emphasize the Community and Tallahassee Community College.

**PRESIDENT’S REPORT**/ President Law stated that he will be leaving for vacation and out of the country. All plans have been made to have the college run smoothly and he will be in contact working on Board Agenda items during this time.

President Law reported he has visited classrooms with faculty heading toward continuing contract status and enjoyed very much the inter-action with students and faculty.

The African American Community Leaders Dinner has been planned for October 25 and the Board will receive invitations and are encouraged to attend. A change this year will be the addition of identified African American vendors. President Law reported that a new data base of invitees will be worked on for next year in order to identify addresses and invitees correctly.

**FUTURE AGENDA ITEMS**

**NEXT MEETING DATE**
November 21, 2005

**ADJOURNMENT** – Chair Shirah entertained a motion to adjourn.

**MOTION:** Trustee Ghazvini

**SECOND:** Trustee Moon

The meeting was adjourned at 5:08 pm.

Approved at regular meeting:

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Kathy Shirah, Chair

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William D. Law, Jr.