CALL TO ORDER - The meeting was called to order at approximately 3:30 p.m. by Chair Shirah.

Members Present – Kathy Shirah, Chair; Lyn Stanfield, Vice Chair; Russell Doster, Kimberle Moon, Bill Hebrock and Frank Messersmith.

Others Present: - President Bill Law, Larry Clieitt, Steve Owens, Bill Mabile, Bill Spiers, Alice Maxwell, Glendon Forgey, Margaret Howard, Bill Campman, Frank Brown, Bertha Murray, Marge Banocy-Payne, Monte Finkelstein, Chad Call, Eric Henderson, Charles Riley, Monty Stark, Jerry Schilling, Barbara Sloan, Jim Murdaugh, Marjorie Turnbull, Mike Illers, Sheri Rowland, Kurt Salsburg and Patsy Warmack.

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

COMMENTS/Chair
Chair Shirah welcomed Dr. Kimberle Moon as the newest Board of Trustee member from Gadsden County.

BOARD MEMBERS – None

COMMENTS/President - President Law welcomed Dr. Moon and stated how fortunate TCC was to have a person with her qualifications serving. President Law also thanked Kathy Shirah and Lyn Stanfield for their service and congratulated them on their reappointment. President Law thanked the remaining Board members for their service.

President Law presented an enrollment report showing comparison of Community Colleges for the two past years. TCC increased by 639 FTE or 6.6 % in enrollment growth. President Law stated he was very proud of all the front line efforts to recruit and retain students. He will ask those working on the funding formulas how sensitive they are to enrollment growth. Trustee Messersmith asked if there was further data analysis that accompanies the report because of the numbers of certain colleges being so low that were not specifically impacted by hurricanes. President Law identified those who were impacted but did not know why certain others had enrollment decreases, except possible shifts in enrollment. Trustee Doster asked how the hurricanes affected the colleges. President Law commented that the hurricanes came right at the time of registration, students incurred insurance deductibles and other out
of pocket expenses from evacuations, and opportunities to earn money in recovery efforts. Trustee Hebrock commented on the impact decisions made by FSU and FAMU have on enrollment at TCC. He encouraged a comparison of in-district enrollment numbers to better understand enrollment of students outside the tri-county region and students within Gadsden, Leon, and Wakulla. President Law commented that an in-depth report would be prepared and presented at a later time during the meeting.

APPROVAL OF MINUTES - Chair Shirah called for approval of the minutes. Trustee Hebrock requested that the word “Street” be added after Pensacola on the last page, 3rd paragraph.

MOTION – Trustee Doster moved that the minutes from July 18, 2005 Board Meeting be accepted as amended.

SECOND – Trustee Stanfield. Motion passed unanimously.

INFORMATION AND NEWS ITEMS – Communications Director Alice Maxwell presented to the Board copies of news items. She announced that there will be an article in Tallahassee Magazine about Tallahassee Memorial Regional Hospital’s gift of land to Tallahassee Community College. The American Association of Community Colleges asked if they could also run the article.

- Foundation Scholarship Committee announces a $125,000 gift from Follett Higher Education Group.
- CROP Mentors – There is a need for mentors at least 18 years old and they must volunteer one-half to one hour once a week for one year.
- Enrollment reaches all time high with an 8% increase as of date. TCC is not in danger of overcrowding.

UNFINISHED BUSINESS - NONE

PUBLIC COMMENT - NONE

NEW BUSINESS/Consent Items - Chair Shirah called for a motion to approve the consent items as presented.

MOTION: Trustee Messersmith moved to accept the consent items.

SECOND: Trustee Stanfield. Motion passed unanimously.
NEW BUSINESS - The following agenda items were discussed.

Administrative Services - Construction Status Report (Information)
Wakulla developer, John Moushee has stated that the brick work began today and October 15, 2005 is the target date for completion with September 30 a possible date.

Pat Thomas Law Enforcement Academy dormitory facility target date for completion is October 3, 2005 with room rentals beginning Nov. 1, 2005.

Student Services/Articulation Agreements (Action)
President Law requested that all articulation agreements as a group be approved. He commented that enrollment from newly graduated high school students is at an all time high. TCC’s relationship with the three counties school systems is as strong as ever. Trustee Hebrock asked if the agreements are required by Districts for dual enrolled indigent students. Vice President Sloan answered questions.

Chair Shirah called for a motion to approve the articulation agreements with specified changes.

**MOTION:** Trustee Hebrock moved that the articulation agreements be approved with changes.

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

This month Alice Maxwell presented the August report on Communications.

Dr. Sherri Rowland, Director of Enrollment Services, presented the student services enrollment report. Total enrollment is up 9.3%, the actual number being 942 students more than last year. She showed the percentages of growth in minority groups, the Hispanic group having the largest percentage growth with increases in all categories. Trustee Hebrock asked in the future information on the numbers involved in indistrict and out-district minorities and with what district/county these students come from be reported. All age groups have increased in enrollment. Dual enrollment and continuing student enrollment have increases. New transfers have increased thanks to the efforts of FSU sending out letters. Dr. Rowland explained that students declaring AA degrees has not changed in percentage due to the large number in this program; the number of students seeking AS and AAS degrees has grown. Trustee Hebrock asked about the requirements of the child care students. Dual-enrollment class offerings have increased. Dr. Rowland stated that a more complete report could be offered in September, when the enrollment numbers are final.
Trustee Hebrock asked about the percentage of need based students and where it places us with other Community Colleges.

President Law stated how pleased he was to be able to present the report in its format and promised that this type of report would continue to come to the Board.

Bill Spiers, Financial Aid Director reported on the requirements of a student receiving aid based on the qualifications of the Federal Government of courses they need to complete in order to stay in enrollment status in their degree. If they are still eligible for Federal Loans they can use these funds for extra courses. The Financial Aid Department is working to inform students of this rule, disregarding it can lead to substantial financial costs for the college.

Trustee Doster asked how many of these would drop out and not continue on to a degree. Mr. Spiers stated that funds have been set aside in order to help these students graduate and transfer who do not have the money to give for the classes. Trustee Moon asked how the students find out where to go to get the information necessary for courses not offered to determine their enrollment status and who they contact to prevent this from happening and affecting their degree. President Law asked Dr. Rowland to prepare a report on graduation checks at the next meeting. President Law stated an increase in the interaction between students and advisors will help to avoid future occurrences with this matter.

Trustee Hebrock stated that the Federal Government changing the rules does not mean anything to the 720 students affected. He is really concerned about how many will drop out because they cannot afford to take classes or have to extend their enrollment for another year. Mr. Spiers stated that of the 200 students they had talked with only one (1) had not been able to get into classes they wanted to take. Trustee Hebrock stated he does not want any student to stay at TCC any longer because of the Federal Government rules and thinks the college should waive the tuition for any class that any student can not afford to take. Mr. Spiers stated that this had been addressed through need based funding.

Resource Development/Foundation (Information) – Mike Illers gave the Foundation Report showing $6.9 million dollars towards the $10 million dollar goal in the major gifts campaign has been met. The goal looks as if it will be met by the end of the year. Most of the received donations have been matched by the State.

The Foundation Board meeting is September 5, 2005. He reported on the attendance of Board members attending “Coffee with Bill”. They have stated that it is very successful and the Foundation hopes to continue this event. President Law stated how much he has benefited from the Board members and hearing their remarks and suggestions for the benefit of the school.
Monthly Management Reports - Communications Plan (Information) Copies of the communication and marketing plan was sent to the Board earlier. Ms. Maxwell stated that she was very pleased to present the Communications Plan which is set up to be an annual strategic plan. Ms. Maxwell discussed information found within the report and answered any questions from the Board.

Trustee Hebrock asked if there would be a possibility for selling ads on TCC’s website. Ms. Maxwell stated that she would investigate to see where/when these ideas were last discussed.

Trustee Messersmith asked if there was someway we could build an event into the 40th Anniversary celebration to benefit the Foundations fund raising campaign. Trustee Hebrock also gave suggestions to benefit the campaign. All of this will be taken into consideration.

EMO Architects (Information) - President Law stated that there are no big picture changes and suggests that next month the Board adopt what has been worked on as the Campus Plan. Chair Shirah requested a brief summary of the capital improvements items to be in next months agenda. Trustee Hebrock brought up the deadline for the document to be delivered to the Department of Education for the appropriations process and suggested that Dr. Law finalize the document and bring to the Board for approval. Mr. Stark stated that this deadline has been met. There was a power point provided to Dr. Law. The power point and a document will be sent to the Board that will be adopted and tied to the plan. Mr. Stark stated that the unveiling of the Campus Plan would be timed with the College’s 40th Anniversary.

PRESIDENT’S REPORT - Report on televising of Board meetings – Information is in Trustee Hebrock’s hand to study.

Issue relating to health facility – President Law reported that Leon County shows interest in providing $1 million to co locate a facility that we would not operate, adjacent to the TCC’s Health Education Facility. Dr. Law will bring all information to the Board next month. The clinic would be operated as part of the community to relieve the indigent health care costs at Tallahassee Memorial Regional Hospital.

There was lengthy discussion of the possibility of politically charged controversy. Trustee Hebrock asked that the $1 million be filtered by TMH to avoid any controversy and suggested TMH handle the situation with TCC, not the county. Trustee Stanfield asked that we fully understand the triad of the funding so that the board can make a decision that will most positively affect the college. President Law stated that his interest is that TCC’s students have the benefit to participate in learning from community health. More information from Dr. Law to Board members will be provided in the future.
The next meeting will be held September 19, 2005.

With no further business to come before the Board, Trustee Messersmith move that the meeting adjourn. Trustee Doster seconded and the motion passed unanimously. The meeting adjourned at 5:15 p.m.

Approved at regular meeting:

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Kathy Shirah, Chair

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William D. Law, Jr., President