

# MEMBERSHIP

[Name   First]	[Name   Last]	[Email   Primary]	[Phone   Primary]	Payment Type	[Join Date]
Margaret	Banocy-Payne	banocym@tcc.fl.edu		Check	10/1/2011
Randey	Burnette	burnettr@tcc.fl.edu	850-508-0890	Check	10/1/2011
Nancy	Donovan	DONOVANN@TCC.FL.EDU	8502018459	Credit Card	4/3/2013
Suzanne	Ferrell-Locke	ferrells@tcc.fl.edu	850-201-8236	Credit Card	1/30/2015
Melissa	Hyden	hydenm@tcc.fl.edu	850-201-6086	Credit Card	1/24/2019
Kelly	Warren	Kellywarren@thefcsaa.com	850-222-2949	Credit Card	9/1/2011
Jim	Murdaugh	klingsl@tcc.fl.edu	850-201-8660	Credit Card	10/1/2011
Doug	Ryan	ryando@tcc.fl.edu	8502222949	Credit Card	8/5/2019
Annie	Todd	tangent01@embarqmail.com	850-212-3356	Credit Card	9/1/2012
Monika	Bedard	BEDARDM@tcc.fl.edu	850-893-8556	Direct Member	10/1/2009
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Charles	Smith	charlesfelix@comcast.net	850-386-2241	Direct Member	11/1/2004
Donna	Callaway	klingsl@tcc.fl.edu	850-201-8660	Direct Member	2/15/2012
Eric	Grant	klingsl@tcc.fl.edu	850-201-8660	Direct Member	2/25/2019
Eugene	Lamb	klingsl@tcc.fl.edu	850-201-8660	Direct Member	6/1/2007
Frank	Messersmith	klingsl@tcc.fl.edu	850-201-8660	Direct Member	2/1/1999
Jonathan	Kilpatrick	klingsl@tcc.fl.edu	850-201-8660	Direct Member	3/28/2014
Karen	Moore	klingsl@tcc.fl.edu	850-201-8660	Direct Member	6/1/2007
Kevin	Vaughn	klingsl@tcc.fl.edu	850-201-8660	Direct Member	3/28/2014
Randy	Pople	klingsl@tcc.fl.edu	850-201-8660	Direct Member	3/28/2014
Cynthia	Oliver	oliverc@tcc.fl.edu		Direct Member	10/1/2007
Ronda	White	ryderronda@aol.com	850-893-2320	Direct Member	10/1/2007
Byron	Todd	toddb@tcc.fl.edu	850-201-8280	Direct Member	10/1/1995
Evelyn	Wasdin	wasdine@tcc.fl.edu	850 201-6177	Direct Member	3/1/2011
William	Benedicks	willb@comcast.net	850-320-3944	Direct Member	11/1/1987
Shannon	Young	youngs@tcc.fl.edu	850.201.6086	Direct Member	10/1/2010
Claudia	Burton			Direct Member	11/1/1992
Jean	English-Hurst			Direct Member	9/1/2007
Shirley	Edson			Direct Member	9/1/2007
William	Hanna			Direct Member	10/1/2007
Mahmoud	Abdelhadi	abdelham@tcc.fl.edu	850-201-8577	Payroll Deduction	5/8/2019
Scott	Balog	balogs@tcc.fl.edu	850-201-8632	Payroll Deduction	11/5/2013
Stephen	Banister	banistes@tcc.fl.edu	850-201-0000	Payroll Deduction	10/9/2019

Tony	Bernard	bernardt@tcc.fl.edu	850-201-8319	Payroll Deduction	4/3/2019
Susan	Bickford	bickfors@tcc.fl.edu		Payroll Deduction	10/1/2011
John	Bikowitz	bikowtj@tcc.fl.edu		Payroll Deduction	1/19/2018
Barbie	Bourland	bourlanb@tcc.fl.edu	850-201-6133	Payroll Deduction	1/22/2020
Jennifer	Bradley	bradleyj@tcc.fl.edu	850-201-8622	Payroll Deduction	1/31/2017
Stephanie	Breedlove	breedlos@tcc.fl.edu	850-201-8242	Payroll Deduction	10/1/2011
Margaret	Bronson	bronsonm@tcc.fl.edu	850-201-6070	Payroll Deduction	3/8/2017
Gregory	Brown	browngr@tcc.fl.edu	850-556-6080	Payroll Deduction	9/8/2018
Devoria	Bryant	bryantt@tcc.fl.edu	8502018180	Payroll Deduction	10/1/2011
Debra	Burtoft	burtoftd@tcc.fl.edu		Payroll Deduction	10/1/2011
Harriet	Bush	bushh@tcc.fl.edu	850-201-7728	Payroll Deduction	8/1/2006
Alicia	Casey	caseya@tcc.fl.edu	850-201-7809	Payroll Deduction	4/3/2014
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Jessie	Clayton	claytonj@tcc.fl.edu	850-201-8267	Payroll Deduction	10/1/2011
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Lekita	Crapp	crapp@tcc.fl.edu	850-201-6077	Payroll Deduction	10/9/2019
Susan	Crutchfield	crutchfs@tcc.fl.edu		Payroll Deduction	10/1/2011
Elizabeth	Daniels	danielse@tcc.fl.edu	850-201-6655	Payroll Deduction	6/1/2019
Jonathan	Davis	davisj@tcc.fl.edu	850-2010-6142	Payroll Deduction	3/26/2019
Nadia	McDonald	dawelchn@tcc.fl.edu		Payroll Deduction	9/3/2016
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Kymerberly	Mattson	mattsonk@tcc.fl.edu	850-591-0261	Payroll Deduction	8/7/2019
Alice	Maxwell	maxwella@tcc.fl.edu	850-2041-6049	Payroll Deduction	8/1/2019
Patrick	McDermott	mcdermop@tcc.fl.edu	850-201-8482	Payroll Deduction	10/1/2011
Russell	McGuff	mcguffr@tcc.fl.edu	850-201-8157	Payroll Deduction	10/1/2011
Chelsee	McLean	mcleanc@tcc.fl.edu	850-201-4444	Payroll Deduction	8/7/2019
Catrenia	McLendon	mcclencd@tcc.fl.edu	850-201-6104	Payroll Deduction	4/3/2019
Christopher	McNally	mcnallyc@tcc.fl.edu	850-201-8581	Payroll Deduction	10/1/2011
Antje	Meissner	meissnea@tcc.fl.edu	850-201-8993	Payroll Deduction	6/1/2019
Karen	Miller	millerka@tcc.fl.edu	850-201-7689	Payroll Deduction	10/9/2019
Susan	Mire	mires@tcc.fl.edu	504-606-5433	Payroll Deduction	8/20/2016
Gloria	Mitchell	mitchehg@tcc.fl.edu	850-558-4502	Payroll Deduction	10/1/2011
Gina	O'Neal-Moffitt	moffittg@tcc.fl.edu	850-201-8928	Payroll Deduction	9/8/2018
Ryland	Moore	moorey@tcc.fl.edu	850-201-7012	Payroll Deduction	8/11/2018
Alan	Moran	morana@tcc.fl.edu	850-201-6079	Payroll Deduction	9/30/2019
Karines	Musgrove	musgrovk@tcc.fl.edu	850-201-0000	Payroll Deduction	5/10/2019
Olajibike	Mustapha	mustapha@tcc.fl.edu	850-201-8271	Payroll Deduction	3/1/2018
Brianna	Nelson	nelsonb@tcc.fl.edu	850-201-6218	Payroll Deduction	5/10/2019
Da Qun	Ni	nid@tcc.fl.edu	850-201-7805	Payroll Deduction	3/28/2019
Eva	Nielsen-Parks	nielsene@tcc.fl.edu	850-201-9882	Payroll Deduction	2/15/2018
Kayretia	Ingram	oneandonlymrsburt@gmail.com	850-201-7782	Payroll Deduction	1/22/2020
Menetta	Young	osbornem@tcc.fl.edu	850-201-6442	Payroll Deduction	4/10/2019
Torrio	Osborne	osbornet@tcc.fl.edu	850-201-9928	Payroll Deduction	10/11/2016
Katelyn	Pace	pacek@tcc.fl.edu	850-201-6169	Payroll Deduction	4/3/2019
Babette	Peruche	peruchem@tcc.fl.edu	850-201-8488	Payroll Deduction	9/14/2016
Johnny	Petit	petitjo@tcc.fl.edu	954-681-5570	Payroll Deduction	9/8/2018
Douglas	Pleas	pleasd@tcc.fl.edu	850-201-6166	Payroll Deduction	10/1/2011
Perri	Preston	prestonp@tcc.fl.edu	850-558-4524	Payroll Deduction	10/1/2011
David	Proctor	PROCTOR@tcc.fl.edu	850-201-8152	Payroll Deduction	10/1/2011
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Bethany	Ross	rossb@tcc.fl.edu	850-201-6173	Payroll Deduction	5/10/2019
Christopher	Russell	russelch@tcc.fl.edu	850-201-8421	Payroll Deduction	9/14/2016
Melissa	Scalzi	scalzim@tcc.fl.edu	850-201-8239	Payroll Deduction	10/1/2011
Gregory	Schaberg	schaberg@tcc.fl.edu	(850) 201-8270	Payroll Deduction	10/1/2011
John	Schultz	schultzj@tcc.fl.edu		Payroll Deduction	10/1/2011
Lindsey	Smitherman-Brown	smitherl@tcc.fl.edu		Payroll Deduction	2/29/2016
Jamie	Smith	smithj@tcc.fl.edu	850-201-0000	Payroll Deduction	10/30/2018
David	Sneed	sneed32@yahoo.com	850-201-0000	Payroll Deduction	2/12/2020
Selina	Starling	starlins@tcc.fl.edu	8502016271	Payroll Deduction	8/12/2019
Tonya	Sweet	sweett@tcc.fl.edu	850-201-0000	Payroll Deduction	8/13/2019
Kenneth	Tellis	tellisk@tcc.fl.edu	850-201-4572	Payroll Deduction	6/1/2019
Kelly	Thayer	thayerke@tcc.fl.edu	850-201-6200	Payroll Deduction	1/13/2016
Henry	Thomas	thomash@tcc.fl.edu	850-201-6039	Payroll Deduction	10/1/2011
Joyce	Thomas	thomasj@tcc.fl.edu	850-201-6232	Payroll Deduction	10/9/2019
sherifatu	Thomas	Thomassh@tcc.fl.edu	850-201-6188	Payroll Deduction	10/30/2018
Janie	Tolson	tolsonr@tcc.fl.edu	850-201-6074	Payroll Deduction	10/1/2011
Catherine	Toole	toolec@tcc.fl.edu	850-201-6651	Payroll Deduction	3/7/2017
Sharisse	Turner	turners@tcc.fl.edu	850-201-8582	Payroll Deduction	10/20/2016
Nicholas	Vick	vickn@tcc.fl.edu	850-201-8195	Payroll Deduction	3/6/2019
Sharon	Walker	walkers@tcc.fl.edu	850-201-8490	Payroll Deduction	9/24/2013
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Charles	Washington	washingc@tcc.fl.edu	850-201-7775	Payroll Deduction	3/23/2018
Summer	Dusek	washinsu@tcc.fl.edu	850-201-6209	Payroll Deduction	9/20/2016
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Gregory	williams	williagr@tcc.fl.edu	850-201-8361	Payroll Deduction	3/2/2015
Betty	Williams	williamsb@tcc.fl.edu	850-201-8180	Payroll Deduction	7/17/2018
Alesia	wright	wrighta@tcc.fl.edu	850-201-8180	Payroll Deduction	7/17/2018
Mia	Zeigler	zeiglerm@tcc.fl.edu	850-201-9707	Payroll Deduction	2/25/2019

## New Memberships June 2019 - May 2020

Name	Last Name	Email	Phone	Join Date
Elizabeth	Daniels	danielse@tcc.fl.edu	850-201-6655	6/1/2019
Tonya	Hardaway	hardawat@tcc.fl.edu	850-201-8043	6/1/2019
Antje	Meissner	meissnea@tcc.fl.edu	850-201-8993	6/1/2019
Kenneth	Tellis	tellisk@tcc.fl.edu	850-201-4572	6/1/2019
Robert	Diman	dimanr@tcc.fl.edu	850-201-0000	6/5/2019
Gregory	Gibson	gibsong@tcc.fl.edu	850-201-6446	6/12/2019
Merry	Low	lowm@tcc.fl.edu	850-201-8239	6/28/2019
Dani Rowan	Hawke	hawked@tcc.fl.edu	850-201-7804	7/10/2019
Emily	Rattini-Reich	rattinie@tcc.fl.edu		7/26/2019
Earl	Lingerfelt	lingerfe@tcc.fl.edu	850-201-8019	8/1/2019
Alice	Maxwell	maxwella@tcc.fl.edu	850-2041-6049	8/1/2019
Jeremy	Israel	israelj@tcc.fl.edu	850-201-8256	8/2/2019
Doug	Ryan	ryando@tcc.fl.edu	8502222949	8/5/2019
Lindsey	Hugen	hugenl@tcc.fl.edu	850-201-8430	8/7/2019
Kymberly	Mattson	mattsonk@tcc.fl.edu	850-591-0261	8/7/2019
Chelsee	McLean	mcleanc@tcc.fl.edu	850-201-4444	8/7/2019
Ayanna	Young	youngay@tcc.fl.edu	850-201-8470	8/8/2019
Alycia	Malicz	malicza@tcc.fl.edu	850-201-8349	8/12/2019
Selina	Starling	starlins@tcc.fl.edu	8502016271	8/12/2019
Tonya	Sweet	sweett@tcc.fl.edu	850-201-0000	8/13/2019
Desiree	Gorman	gormand@tcc.fl.edu	8502019436	8/19/2019
Alan	Moran	morana@tcc.fl.edu	850-201-6079	9/30/2019
Stephen	Banister	banistes@tcc.fl.edu	850-201-0000	10/9/2019
Lekita	Crapp	crappl@tcc.fl.edu	850-201-6077	10/9/2019
Tyrone	Johnson	johnsonty@tcc.fl.edu	850-201-0000	10/9/2019
Karen	Miller	millerka@tcc.fl.edu	850-201-7689	10/9/2019
Joyce	Thomas	thomasj@tcc.fl.edu	850-201-6232	10/9/2019
Sonia	James	jamsess@tcc.fl.edu	850-201-0000	10/10/2019
Mary	Kornegay	heardm@tcc.fl.edu	850-201-8262	10/11/2019
Samantha	Dezerga	dezergas@tcc.fl.edu	850-201-7810	11/13/2019
Barbie	Bourland	bourlanb@tcc.fl.edu	850-201-6133	1/22/2020
Tony	Conley	conleyt@tcc.fl.edu	850-401-0000	1/22/2020
Consuela	Hill	hillco@tcc.fl.edu	850-558-3551	1/22/2020
Kelly	Martin	martink@tcc.fl.edu	850-601-8106	1/22/2020
Kayretia	Ingram	oneandonlymrsburt@gmail.com	850-201-7782	1/22/2020
James	Keaton	keatonj@tcc.fl.edu	850-201-0002	2/12/2020
David	Sneed	sneed32@yahoo.com	850-201-0000	2/12/2020
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2019 Association of Florida Colleges  
**MEMBERSHIP AWARDS**

**Chapter Membership Growth Awards**

Small College:  
SOUTH FLORIDA STATE COLLEGE



Large College:  
ST. PETERSBURG COLLEGE



**Chapters with Highest Retention Rate over the Previous Year**  
(includes fulltime, part-time, and adjuncts)

SANTA FE COLLEGE



SOUTH FLORIDA STATE COLLEGE





# STATE LEADERSHIP

# 2020 Executive Officers



**President**  
Matthew White  
Chipola College



**President-Elect**  
Ray Coulter  
Palm Beach State College



**VP for Regions and Chapters**  
Holly Sutton



**VP-Elect for Regions and Chapters**  
Christine Tripp  
Eastern Florida State College



**VP for Commissions**  
John Fey  
Pasco-Hernando State College



**VP-Elect for Commissions**  
Gregory Williams  
*Tallahassee Community College*



**Immediate Past-President**  
Marjorie McGee  
College of Central Florida

# 2020 AFC BOARD OF DIRECTORS

1. Executive Committee
2. Commission Chairs
3. Region Directors
4. Committee Chairs (Ex Officio)
5. Board Liaisons (Ex-Officio)

## EXECUTIVE COMMITTEE



**President**  
**Matthew White**  
Chipola College  
Email: whitem@chipola.edu



**President-Elect**  
**Ray Coulter**  
Palm Beach State College  
Email: coulterr@palmbeachstate.edu



**VP for Regions & Chapters**  
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Florida Gateway College  
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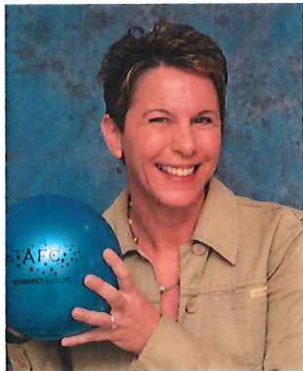
**VP-Elect for Regions & Chapters**  
**Christine Tripp**  
Eastern Florida State College  
Email: trippc@easternflorida.edu



**VP for Commissions**  
**John Fey**  
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**VP-Elect for Commissions**  
**Gregory Williams**  
Tallahassee Community College  
Email: willigr@tcc.fl.edu



**Immediate Past-President**  
**Marjorie McGee**  
College of Central Florida  
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**Administration**  
**Lynne O'Dell, chair**  
Indian River State College  
Email: lodell@irsc.edu

**Campus Safety**

**COMMISSION CHAIRS**



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**Career and Professional Employees**

**Sharon Walker**

Tallahassee Community College

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**Communications and Marketing**

**Travis Jordan**

Florida Department of Education

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**Equity, Diversion, and Inclusion**

**Daniella Pierre**

Miami Dade College

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**Facilities**

**Govindah Ramnarain**

South Florida State College

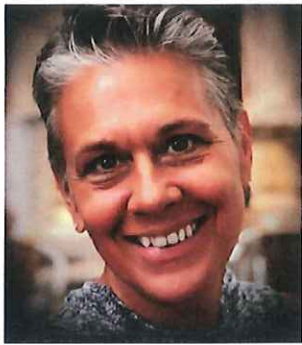
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**Faculty**

**Jean Scheppers**

College of Central Florida

Email: [scheppej@cf.edu](mailto:scheppej@cf.edu)



**Healthcare Education**  
**Ann Hubbard**  
Indian River State College  
Email: [ahubbard@irsc.edu](mailto:ahubbard@irsc.edu)



**Institutional Effectiveness, Planning  
and Professional Development**  
**Michael Pelitera**  
Indian River State College  
Email: [mpeliter@irsc.edu](mailto:mpeliter@irsc.edu)

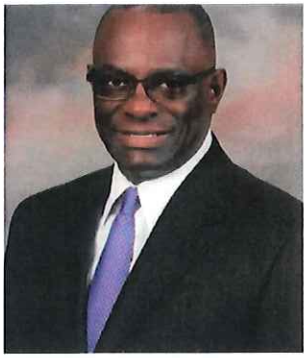


**Learning Resources**  
**Mercedes Clement**  
Daytona State College  
Email:  
[mercedes.clement@daytonastate.edu](mailto:mercedes.clement@daytonastate.edu)



**Student Development**  
**Chalah Harris**  
Seminole State College of Florida  
Email: [harrisca@seminolestate.edu](mailto:harrisca@seminolestate.edu)

**Technology**  
**Jesse Clayton**  
Tallahassee Community College  
Email: [claytonj@tcc.fl.edu](mailto:claytonj@tcc.fl.edu)



**Trustees (through June 30)**  
**Barbara Miedema**  
Palm Beach State College  
Email: [barbara@terra-rio.com](mailto:barbara@terra-rio.com)



**Workforce, Adult and Continuing Education**  
**Ryan Buckthorpe**  
Hillsborough Community College  
Email: [rbuckthorpe@hccfl.edu](mailto:rbuckthorpe@hccfl.edu)



## REGION DIRECTORS



**Region I**  
**Wanjiku Jackson**  
Northwest Florida State College  
Email: [jacksonw@nwfsc.edu](mailto:jacksonw@nwfsc.edu)

**Region II**  
**Joyce Smith**  
St. Johns River State College  
Email: [joycesmith@sjrstate.edu](mailto:joycesmith@sjrstate.edu)



**Region III**  
**Charlene Latimer**  
Daytona State College  
Email: [charlene.latimer@daytonastate.edu](mailto:charlene.latimer@daytonastate.edu)



**Region IV**  
**Jaimie Pagels**  
Pasco-Hernando State College  
Email: [pagelsj@phsc.edu](mailto:pagelsj@phsc.edu)



**Region V**  
**Brenda Rante**  
Indian River State College  
Email: [brante@irsc.edu](mailto:brante@irsc.edu)

## COMMITTEE CHAIRS (Ex Officio)

**Awards**  
**Evelyn Ward**  
Chipola College  
Email: [warde@chipola.edu](mailto:warde@chipola.edu)





**Bylaws**  
**Bill Mallowney**  
Valencia College  
Email:  
bmallowney@valenciacollege.edu



**Finance and Human Resources**  
**Byron Todd**  
Tallahassee Community College  
Email: toddb@tcc.fl.edu



**Certified College Professional Program**  
**Charlene Latimer**  
Daytona State College  
Email: charlene.latimer@daytonastate.edu

**Legislative**  
**Jessica Kummerle**  
College of Central Florida  
Email: kummerlj@cf.edu

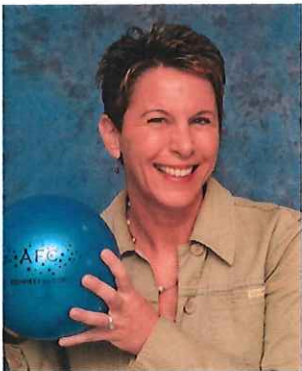
**Membership Development**  
**John Barbieri**  
Indian River State College  
Email: gbarbier@irsc.edu



**Membership Development**  
**Kim Sellers**  
College of Central Florida  
Email: [sellersk@cf.edu](mailto:sellersk@cf.edu)



**Member Services**  
**Melonie Miner**  
Pensacola State College  
Email: [mminer@pensacolastate.edu](mailto:mminer@pensacolastate.edu)



**Nominating**  
**Marjorie McGee**  
College of Central Florida  
Email: [mcgeem@cf.edu](mailto:mcgeem@cf.edu)



**Planning and Development**  
**Juanita Scott**  
Pensacola State College  
Email: [jscott@pensacolastate.edu](mailto:jscott@pensacolastate.edu)



Polk State College  
Email: [agarciafalconetti@sjrstate.edu](mailto:agarciafalconetti@sjrstate.edu)



**Service Projects**  
**Sandi Barrett**  
Palm Beach State College  
Email: [barretts@palmbeachstate.edu](mailto:barretts@palmbeachstate.edu)

## BOARD LIAISONS (Ex-Officio)



**Chancellor**  
**Kathy Hebda**  
The Florida College System  
Email: [Kathy.Hebda@fldoe.org](mailto:Kathy.Hebda@fldoe.org)



**Council of Presidents (through June 30)**  
**Joe Pickens**  
St. Johns River State College  
Email: [joepickens@sjrstate.edu](mailto:joepickens@sjrstate.edu)

**AFC Foundation Board**  
**Andre Hawkins**  
Email: [andre\\_hawkins@bellsouth.net](mailto:andre_hawkins@bellsouth.net)



**AFC Retirees**  
**Randey Burnette**  
Email: [Randeybur@comcast.net](mailto:Randeybur@comcast.net)

**STATE,  
REGION, AND  
COMMISSION  
PARTICIPATION**

### Campus Safety Symposium

1 Mr.	Jessie	Clayton	Tallahassee Community College
2 Chief	Gregory	Gibson	Tallahassee Community College
3 Mrs.	Sharon	Walker	Tallahassee Community College
4 Mr.	Gregory	Williams	Tallahassee Community College

### Annual Conference- 2019

1 Mr.	James	Arinaitwe	Tallahassee Community College
2 Dr.	Will	Benedicks Jr.	Tallahassee Community College
3 Mrs.	Margaret	Bronson	Tallahassee Community College
4 Mr.	Randey	Burnette	Tallahassee Community College
5 Mr.	Jessie	Clayton	Tallahassee Community College
6 Ms.	Valarie	Clements	Tallahassee Community College
7 Mrs.	Rita	Dickey	Tallahassee Community College
8	Summer	Dusek	Tallahassee Community College
9 Mr.	Kermit	Harrison II	Tallahassee Community College
10 Ms.	Dani Rowal	Hawke	Tallahassee Community College
11 Ms.	Ysonde	Jensen	Tallahassee Community College
12 Mr.	Travis	Jordan	Tallahassee Community College
13 Prof.	Carolyn	Lytle	Tallahassee Community College
14 Ms.	Sandy	Martin	Tallahassee Community College
15 Ms.	Gloria	Mitchell	Tallahassee Community College
16	Heather	Mitchell	Tallahassee Community College
17 Dr.	Jim	Murdaugh	Tallahassee Community College
18	Daphine	Namara	Tallahassee Community College
19 Mr.	Jabari	Powell	Tallahassee Community College
20	Cheri	Rainey	Tallahassee Community College
21	Mrs.	Rainey	Tallahassee Community College
22	Russ	Rainey	Tallahassee Community College
23	Rebecca	Rapisardo	Tallahassee Community College
24 Mrs.	Selina	Starling	Tallahassee Community College
25 Ms.	Sherifatu	Thomas	Tallahassee Community College
26	Annie	Todd	Tallahassee Community College
27 Mr.	Byron	Todd	Tallahassee Community College
28	Nicholas	Vick	Tallahassee Community College
29 Mrs.	Sharon	Walker	Tallahassee Community College
30 Mr.	Gregory	Williams	Tallahassee Community College
31 Ms.	Ayanna	Young	Tallahassee Community College

### Membership Development- 2019

1	Jessie	Clayton	Tallahassee Community College
2	Sharon	Walker	Tallahassee Community College
3	Gregory	Williams	Tallahassee Community College

### Legislatave Days and Leadership Conference- 2020

1 Mr.	Jessie	Clayton	Tallahassee Community College
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2 Ms.	Desiree	Gorman	Tallahassee Community College
3 Mr.	Byron	Todd	Tallahassee Community College
4 Mr.	Gregory	Williams	Tallahassee Community College
5 Ms.	Tonya	Hardaway	Tallahassee Community College
6 Ms.	Rebecca	Rapisardo	Tallahassee Community College

**TCC ATTENDANCE LIST FOR THE 2020 AFC REGION I VIRTUAL CONFERENCE 4/24/2020**

Name (Original Name)	User Email	Join Time	Leave Time	Duration (Minutes)
Annie Todd	todda@tcc.fl.edu	4/24/2020 10:11	4/24/2020 12:08	117
Barbie Bourland	bourlanb@tcc.fl.edu	4/24/2020 8:54	4/24/2020 12:24	211
Bethany Ross	rossb@tcc.fl.edu	4/24/2020 9:00	4/24/2020 12:24	205
Margaret Bronson	bronsomm@tcc.fl.edu	4/24/2020 9:39	4/24/2020 12:24	166
Byron Todd	toddb@tcc.fl.edu	4/24/2020 10:12	4/24/2020 12:08	117
Dani Rowan Hawke	hawked@tcc.fl.edu	4/24/2020 10:09	4/24/2020 11:17	68
Desiree Gorman	gorman@tcc.fl.edu	4/24/2020 8:52	4/24/2020 12:24	213
Gina O'Neal-Moffitt	moffittg@tcc.fl.edu	4/24/2020 8:47	4/24/2020 12:24	217
Gloria Mitchell	mitchelg@tcc.fl.edu	4/24/2020 8:57	4/24/2020 10:31	95
Greg Schaberg	schaberg@tcc.fl.edu	4/24/2020 10:30	4/24/2020 11:26	56
Gregory Williams	williagr@tcc.fl.edu	4/24/2020 8:35	4/24/2020 11:47	192
Jessie Clayton	claytonj@tcc.fl.edu	4/24/2020 8:36	4/24/2020 11:29	174
Kermit Harrison	harrisok@tcc.fl.edu	4/24/2020 8:16	4/24/2020 8:25	9
Leslie Pla	plal@tcc.fl.edu	4/24/2020 8:05	4/24/2020 12:24	259
Randey Burnette	burnettr@tcc.fl.edu	4/24/2020 9:49	4/24/2020 12:05	136
Rita Dickey	dickeyr@tcc.fl.edu	4/24/2020 9:09	4/24/2020 12:24	195
Robin Haggins	hagginsr@tcc.fl.edu	4/24/2020 10:12	4/24/2020 12:24	132
Sandy Martin	MARTISA@tcc.fl.edu	4/24/2020 9:06	4/24/2020 9:51	46
Sharon Walker	walkers@tcc.fl.edu	4/24/2020 8:57	4/24/2020 12:24	208
Sherifat Thomas	thomassh@tcc.fl.edu	4/24/2020 9:14	4/24/2020 12:24	191
Susie Del Rosario	delrosas@tcc.fl.edu	4/24/2020 8:53	4/24/2020 11:47	174
Tonya Hardaway	hardawat@tcc.fl.edu	4/24/2020 9:05	4/24/2020 9:30	26



**Balancing Priorities: How to Successfully Manage Tasks, Deadlines and Expectations Session 2**

1 Mrs. Sharon Walker Tallahassee Community College

**Balancing Priorities: How to Successfully Manage Tasks, Deadlines and Expectations Session 1**

1 Mrs. Sharon Walker Tallahassee Community College

**Cabin Fever/Isolation: What Does This Mean For You?**

1 Jamie Johns Tallahassee Community College

2 Consuela Hill Tallahassee Community College

3 Dani Rowan Hav Tallahassee Community College

4 Susan Crutchfield Tallahassee Community College

5 Gloria Mitchell Tallahassee Community College

**CARES ACT WEBINAR with ACCT and AACC**

1 Mr. Randey Burnette Tallahassee Community College

2 Dr. Sheri Rowland Tallahassee Community College

3 Ms. Candice Grause Tallahassee Community College

**CCP Session for Current Participants**

1 Mrs. Rebecca Rapisardo Tallahassee Community College

2 Ms. Bethany Ross Tallahassee Community College

3 Mrs. Desiree Gorman Tallahassee Community College

4 Mrs. Sandy Martin Tallahassee Community College

**CPEC Presents: Virtual Customer Service: Giving Your Best During the COVID 19 Pandemic**

1 Mrs. Sharon Walker Tallahassee Community College

2 Mr. Gregory Williams Tallahassee Community College

3 Ms. Elaine Sweet Tallahassee Community College

4 Ms. Bethany Ross Tallahassee Community College

5 Ms. Susan Crutchfield Tallahassee Community College

6 Mr. Jessie Clayton Tallahassee Community College

7 Ms. Atari Timmons-R Tallahassee Community College

8 Ms. Rita Dickey Tallahassee Community College

**De-Stress with Guided Meditation**

1 Mr. Kermit Harrison Tallahassee Community College

**Finding My Positive Thoughts in a Negative World**

1 Ms. Jamie Johns Tallahassee Community College

2 Ms. Bethany Ross Tallahassee Community College

**Fish Philosophy by Technology Commission**

1 Mr. Jessie Clayton Tallahassee Community College

2 Ms. Bethany Ross Tallahassee Community College

**Region II Conference**

1 Mrs.	Sharon	Walker	Tallahassee Community College
2 Mr.	Gregory	Williams	Tallahassee Community College

**Region IV Conference**

1 Ms.	Bethany	Ross	Tallahassee Community College
2 Mrs.	Desiree	Gorman	Tallahassee Community College
3 Ms.	Tonya	Hardaway	Tallahassee Community College
4 Mrs.	Sharon	Walker	Tallahassee Community College

**Region V Conference**

1 Mrs.	Sharon	Walker	Tallahassee Community College
2 Ms.	Tonya	Hardaway	Tallahassee Community College

**Retiree Committee Webinar All About Medicare**

1 Ms.	Ginny	Marsters	Tallahassee Community College
2 Mr.	James	Muchove	Tallahassee Community College

**Returning Together Part 1 presented by Region IV**

1 Ms.	Madeline	Pumariega	Tallahassee Community College
2 Ms.	Tonya	Hardaway	Tallahassee Community College
3 Ms.	Rita	Dickey	Tallahassee Community College
4 Dr.	Scott	Balog	Tallahassee Community College

**Returning Together Part 2 presented by Region IV**

1 Ms.	Tonya	Hardaway	Tallahassee Community College
2 Ms.	Rita	Dickey	Tallahassee Community College

**CPEC Risk-Taking and Leadership**

1 Mrs.	Sharon	Walker	Tallahassee Community College
2 Dr.	Angela	Long	Tallahassee Community College
3 Ms.	Bethany	Ross	Tallahassee Community College

**Technology & Campus Safety Commissions: Ten Best Practices for Working from Home Securely**

1 Ms.	Elaine	Sweet	Tallahassee Community College
2 Mr.	Jessie	Clayton	Tallahassee Community College
3 Mrs.	Kourtney	Lewis	Tallahassee Community College

**The New Normal: A Way of Living and Thriving**

1 Mrs.	Kourtney	Lewis	Tallahassee Community College
2 Mrs.	Alice	Maxwell	Tallahassee Community College
3 Mr.	Scott	Stephens	Tallahassee Community College

**Yoga**

1 Mr.	Kermit	Harrison	Tallahassee Community College
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**TALLAHASSEE COMMUNITY COLLEGE  
ASSOCIATION OF FLORIDA COLLEGES CHAPTER  
NOVEMBER 2019 CHAPTER REPORT**



**August & September 2019:**

- Partnered with the TCC Classified Staff for our Annual School Supply drive and donated over 800 items to Riley Elementary School.
- As of the last report from the AFC State office we have 43 new members and counting.....
- WE have Adopted a Road as the TCC AFC Chapter. The road is Appleyard Drive between Tennessee Street and Pensacola Street in from of our Main Campus.
- We had our first adopt a Road Cleanup day On September 12 with 4 members participating.
- Working on Hurricane Relief items for Colleges on the East Coast.
- We will be having our beginning of the year Social on September 18<sup>th</sup> at Hanger 38.
- We have continued to do our monthly service project of serving Lunch to at the homeless shelter. We increase our days from once a month to twice a month. We would like to thank some of the state office members for coming out to help us serve.
- We are gearing up for Annual Conference and I am planning to bring 26-28 members this year to Annual Conference.

**Report submitted by:**

**Gregory Williams on behalf of Kermit Harrison**

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TALLAHASSEE COMMUNITY COLLEGE

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**TALLAHASSEE COMMUNITY COLLEGE  
ASSOCIATION OF FLORIDA COLLEGES CHAPTER  
JANUARY 2020 CHAPTER REPORT**



**Activities:** The TCC AFC Chapter serves lunch at the homeless shelter once a month. We also have started working concession stands at the basketball games. We are planning other activities planned.

**Fundraisers:** We are planning some activities for the month of February.

**Conferences:** 26 members attended at the Annual Conference. TCC received 17 awards from communications and marketing. Immediate Past President of the TCC AFC Chapter Gregory Williams was selected as Vice-President Elect for Commissions, Sharon Walker, CPEC Chair, Travis Jordan, CMC Chair, Sandy Martin, Administration Chair Elect, Gloria Mitchell Healthcare Secretary, and Jessie Clayton, Technology Chair. We are planning for the Region I Conference in April.

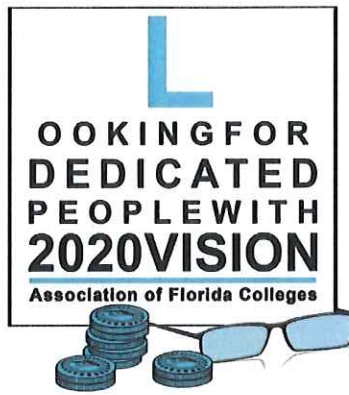
**Executive Board Summary:** Our 2020 Officers are Kermit Harrison, President, Desiree Gorman, President – Elect, Rebecca Rapisardo, Secretary, Sandy Martin, Membership Chair.

**Membership:** Tallahassee Community College gained 60 new members and we had the highest growth for a middle-sized college. Jessie Clayton won the cruise for the most members signed up.

**Chapter Meetings:** We held an executive board meeting on January 22, 2020 to discuss Leadership Conference and to plan for the Spring semester. We will have about 8 people attending the Leadership Conference.

**Report submitted by:**

**Gregory Williams on behalf of Kermit Harrison**



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**REGION 1**  
**CHAPTER PRESIDENTS' MEETING**  
**Meeting Minutes**  
**April 2, 2020**

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- **Wellness Check**
- **2020 - Region 1 Virtual Spring Conference**
  - **Date: April 24, 2020**
    - Based on the Doodle, Region 1 will continue the process to host the Region 1 Spring Conference via ZOOM Room on originally scheduled date.
    - The event will run from 8 AM – 11 AM CST.
    - W. Jackson will contact the AFC Tallahassee office to have the registration portal updated. The conference will be free and delivered via ZOOM Room.
    - Participants will not have to be logged in the ZOOM Room for the duration of the event.
    - Participants will be documented via the ZOOM Room usage report.
  - **Agenda**
    - W. Jackson will work with the NWF State College Marketing Department to update the event flyer and agenda (once the speakers are finalized.)
  - **Speakers**
    - All speakers will be confirmed by 04/10/2020.
  - **Door Prizes**
    - Big door prize provided by AFC will be awarded through a random drawing from participants.
- **Region 1 Activities**
  - **Postponed - Region 1 Beach Clean Up**  
(<https://www.keepfloridabeautiful.org/affiliates/>)
  - **Suggestions Virtual Options (To stay connected as a region.)**
    - Region 1 Bingo Game – Mel Minor

- Netflix Watch Party – Tony Chavez
- DJ Watch/Dance Party – Sharon Walker

- **Report Outs**

- **Chipola College**

- Due to COVID – 19, no updates to report.

- **Gulf Coast State College**

- **Northwest Florida State College**

- Virtual new membership meeting to be held 04/04/2020.
  - Inviting participants to attend Region 1 and Annual Convention.

- **Pensacola State College**

- Professional developments were cancelled due to COVID-19.
- Executive Committee is scheduled to meet.
- Chapter authorized scholarship donation to PSC Foundation.

- **Tallahassee Community College**

- Members continue to partner with Second Harvest to serve the community.



JC

\*\*\*Due to Florida's very broad public records law, most written communications to or from Tallahassee Community College employees regarding College business are public records, available to the public and media upon request. Therefore, this email communication and your response may be subject to public disclosure.\*\*\*

**AFC BOARD OF DIRECTORS MEETING**  
**Friday, September 20, 2019**  
**Innisbrook**  
**Sterling Building, Room L-N**  
**36750 US Hwy 19 N.**  
**Palm Harbor, FL 34684**

**Meeting Minutes**

**1.0 General Business**

**1.1 Call to Order – Marjorie McGee, President**

President Marjorie McGee called the September 20, 2019, meeting of the Board of Directors to order at 11:00 a.m.

**1.2 Roll Call**

The sign in sheet was sent around the room. The following members of the Board of Directors were present:

**Executive Committee**

Marjorie McGee  
Matthew White  
Ray Coulter  
Holly Sutton  
Tracy Glidden  
John Fey  
Tunjarnika Coleman-Ferrell

Claire Miller  
Mikel James  
Tim Morris  
Ryan Buckthorpe

**Region Officers**

Sharon Walker  
Matt Wetzel  
Mark Johnson

**Commission Chairs**

Lynne O'Dell  
Katie Profeta  
Kelly Hogan  
Daniella Pierre  
Govindah Ramnarain  
Jean Scheppers  
Ann Hubbard  
Michael Pelitera

**Committee Members**

Katrina Porter  
Byron Todd  
Christine Tripp  
Wanda Curtiss  
Melonie Miner  
Sandi Barrett

**1.3 Consent Items for Approval or Ratification - Michael Brawer**

- 1.3.1 Approval, Board of Directors Agenda, September 20, 2019
- 1.3.2 Approval, Board of Directors Meeting Minutes – May 13, 2019
- 1.3.3 Ratify, Capital Health Plan, Small Group Renewal
- 1.3.4 Ratify, Mowrey Elevator Maintenance Agreement
- 1.3.5 Ratify, Innisbrook, September 2019 Board Meeting
- 1.3.6 Ratify, DoubleTree by Hilton Tallahassee, September 2019 Council of Presidents Meeting
- 1.3.7 Ratify, DoubleTree by Hilton Tallahassee, October 2019 Council of Presidents Meeting
- 1.3.8 Ratify, DoubleTree by Hilton Tallahassee, February 2020 Council of Presidents Meeting
- 1.3.9 Ratify, Four Points Sheraton Tallahassee Downtown, January 2020 AFC Trustees Commission Legislative Conference



## AFC BOARD OF DIRECTORS MEETING

Tuesday, November 5, 2019

3:00 PM

Innisbrook

36750 US Hwy 19 N.

Palm Harbor, FL 34684

### Meeting Minutes

#### 1.0 General Business

##### 1.1 Call to Order

President Marjorie McGee called the November 5<sup>th</sup> Association of Florida Colleges Board of Directors meeting to order at 4:08 p.m.

##### 1.2 Roll Call – sign-in sheet

An attendance sheet was sent around. The following members of the Board of Directors were present at the meeting:

Marjorie McGee	Ryan Buckthorpe
Matthew White	Wanjiku Jackson
Ray Coulter	Matt Wetzel
Holly Sutton	Kim Sellers
John Fey	Jaimie Pagels
Tunjarnika Coleman-Ferrell	Mark Johnson
Lynne O'Dell	Katrina Porter
Alan Montgomery	Byron Todd
Katie Profeta	Christine Tripp
Kelly Hogan	Wanda Curtiss
Daniella Pierre	Stephanie L. Campbell
Govindah Ramnarain	Melonie Miner
Jean Scheppers	Gregory Williams
Ann Hubbard	Sandi Barrett
Michael Pelitera	Juanita Scott
Claire Miller	Andre Hawkins
Jessie Clayton	

##### 1.3 Consent Items for Approval or Ratification - Michael Brawer

1.3.1 Approval, Board of Directors Agenda, November 5, 2019

1.3.2 Approval, Board of Directors Meeting Minutes – September 20, 2019

1.3.3 Ratify, Wyndham Orlando Resort International, FCS Councils

Mr. Brawer detailed the consent items.

**Action:** Upon a motion by Gregory Williams and a second by Matt Wetzel the consent items were approved or ratified unanimously.

# AFC BOARD OF DIRECTORS MEETING

Wednesday, January 29, 2020

3:00 PM

Association of Florida Colleges

1725 Mahan Drive

Tallahassee, FL 32308

## Meeting Minutes

### 1.0 General Business

#### 1.1 Call to Order

President Matthew White called the January 29, 2020 meeting of the AFC Board of Directors to order at 4:04 p.m.

#### 1.2 Roll Call

A sign-in sheet was sent around the room. The following members of the Board of Directors were present in the room:

Matthew White

Holly Sutton

Christine Tripp

John Fey

Gregory Williams

Marjorie McGee

Andre Hawkins

Lynne O'Dell

Yakir Fernandez

Sharon Walker

Travis Jordan

Govindah Ramnarain

Jean Scheppers

Ann Hubbard

Mercedes Clement

Chalah Harris

Jessie Clayton

Tim Morris

Wanjiku Jackson

Joyce Smith

Charlene Latimer

Jaimie Pagels

Brenda Rante

Rochelle Popp-Finch (John Barbieri)

Melonie Miner

Juanita Scott

Sandi Barrett

Dolores Teter

#### 1.3 Consent Items for Approval or Ratification

##### 1.3.1 Approval, Board of Directors Agenda, January 29, 2020

Mr. Michael Brawer made a request to table item 3.3 as Byron Todd, Finance and Human Resources Chair, was not present at the meeting to present the Proposed Budget Revisions to the Board of Directors. Mr. Brawer stated that the revisions would be sent to current board members electronically within the next couple of weeks.

##### 1.3.2 Approval, Board of Directors Meeting Minutes – November 5, 2019

**COMMISSION  
EXEMPLARY  
PRACTICES**



## EXEMPLARY PRACTICE AWARDS

### Administration Commission:

#### 2019 Leadership Excellence Award Winner

Dr. Tunjarnika L. Coleman-Ferrell, Indian River State College

#### CMC 2019 Exemplary Practice: ICC2Work

Travis Jordan, Director of Integrated Marketing, Tallahassee Community College; Selina Starling, Social Media & Digital Content Specialist, Tallahassee Community College; Ayanna Young, Media Relations Specialist, Tallahassee Community College

#### EDI EXEMPLARY PRACTICE:

Recognizing Equity, Diversity and Inclusion in Women in Higher Ed Leading Within Florida's 28

#### Faculty Commission 2019 Professor of the Year

Amee Mehta, Professor of Biology, Seminole State College

#### LRC EXEMPLARY PRACTICE:

IRSC and the Digital Archive: Digitizing Local History

Mia Tignor, Emerging Technologies Librarian, Assistant Professor, Indian River State College

#### LRC EXEMPLARY PRACTICE:

Learning Resources – Making Connections

Nora Morales, Associate Director, Learning Resources, Miami Dade College

#### SDC EXEMPLARY PRACTICE:

Student Development Leadership Retreat

Stephanie Repaci, Director of Student Life, Broward College

## 2019

## LEROY COLLINS DISTINGUISHED ALUMNI AWARDS

### LIFETIME ACHIEVEMENT AWARD

Presented to the Florida college alumnus who has reached state, regional or national recognition. The recipient represents the highest level of achievement in his or her field.

CAPTAIN MALCOLM JOHNS  
INDIAN RIVER STATE COLLEGE

### AGAINST THE ODDS AWARD

Presented to the Florida college alumna who has achieved a measure of success despite financial, sociological or physical adversity.

JOHANNA COOK  
NORTHWEST FLORIDA STATE COLLEGE

### HOMETOWN HERO AWARD

Presented to the Florida college alumnus who has achieved a measure of success within the nominating college's district and has demonstrated notable community involvement. Recipients have expressed a clear, relevant impact of his/her college experience upon their success.

POLICE CHIEF CRAIG CAPRI  
DAYTONA STATE COLLEGE

### RIISING STAR AWARD

Presented to the Florida college alumnus who is a successful professional and began their academic career at the state college level. The recipient must be under 40 years of age and has achieved success in the state or national arena.

JAMES KASSAGA ARINAITWE  
TALLAHASSEE COMMUNITY COLLEGE

# **CHAPTER POLITICAL ACTIVITIES**

**VOTER  
REGISTRATION DRIVE**

**MAKE YOUR VOICE HEARD**

**& REGISTER TO VOTE**

**Monday, February 17<sup>th</sup>, 2020**

**10:30 am – 12:30 pm**

**TCC Library**

**Sponsored by: TCC AFC Chapter**



# PROFESSIONAL DEVELOPMENT ACTIVITIES BY CHAPTER

- 1. Presented as a CPEL Webinar*
- 2. Presented for Classified Staff ICE/AFC*

Tuesday, May 05, 2020 11:00 AM - 12:00 PM EDT

Category: Webinar

## Career & Professional Employees Commission Presents: Virtual Customer Service: Giving Your Best During the COVID 19 Pandemic

In today's society of working remotely, customer service skills are still paramount. Any organization or business knows competition is fierce as the campaign goes to attract, recruit, and educate students, to our colleges; with the ultimate goals of graduating them. How we interact with them is key. This presentation will focus on the following:

- Knowing your business
- Being dedicated
- Earn the definition for "Remote Perfect Customer Service"
- Earn how to track your daily progress
- Earn how to understand your customers' needs

Presenter: Gregory Williams

If you missed this session you may download a video recording of the session [here](#)

If you would like a copy of the PowerPoint presentation, please use this [link](#)

**Webinar is worth 1- CCP Credit**






OVERVIEW

**Virtual Customer Service:**  
*Giving Your Best During the COVID 19 Pandemic*

During these unprecedented times, most of us are working remotely. However, the need for great customer service skills are still paramount. Any organization or business knows that competition is fierce and the challenge to attract, recruit, educate and ultimately graduate our students, remains our primary focus. How we interact and engage our students is key. This presentation will focus on the following: Knowing your business; Remaining dedicated to your mission; Understanding what is meant by "remote perfect customer service"; Keeping track of your daily progress; and Meeting the service needs of your students by giving your best during the COVID 19 Pandemic.






**WHAT IS THE MISSION STATEMENT OF THE ASSOCIATION OF FLORIDA COLLEGES & THE PURPOSE OF THE CPEC COMMISSION**

**AFC MISSION STATEMENT:**  
THE MISSION OF THE ASSOCIATION IS TO ACTIVELY PROMOTE, REPRESENT, AND SUPPORT MEMBERS AND INSTITUTIONS AS THEY PROVIDE THEIR STUDENTS AND THE CITIZENS OF FLORIDA WITH A WORLD-CLASS COLLEGE SYSTEM.

**CPEC PURPOSE:**  
THE PURPOSE OF THE COMMISSION IS TO PROMOTE PROFESSIONAL GROWTH AND ENHANCE AMONG THE CAREER AND PROFESSIONAL EMPLOYEES IN THE FLORIDA COLLEGE SYSTEM. THE CPEC STANDS BY:


- A. IMPROVE AND ENCOURAGE STATEWIDE COMMUNICATIONS AMONG CAREER AND PROFESSIONAL EMPLOYEES**
- B. PROMOTE CAREER AND PROFESSIONAL EMPLOYEES' INPUT IN OTHER COMMISSIONS ACTIVITIES IN THE AREAS IN WHICH CAREER AND PROFESSIONAL PERSONNEL ARE EMPLOYED, BY ATTENDING MEETINGS AND REPORTING BACK TO THE COMMISSION**
- C. PROVIDE WORKSHOPS FOR CAREER AND PROFESSIONAL EMPLOYEES AS NEEDED DURING THE YEAR, HOWEVER THE BOARD OF DIRECTORS SHALL DETERMINE THE NEED FOR ANY WORKSHOPS**
- D. STRIVE AS A COMMISSION TO PROVIDE FOR CAREER AND PROFESSIONAL EMPLOYEES**
- E. RECEIVE FULL SUPPORT OF CAREER AND PROFESSIONAL EMPLOYEES IN ALL 28 STATE COLLEGES IN ALL AREAS OF EMPLOYMENT**
- F. ENCOURAGE THE ESTABLISHMENT OF PROCEDURES AT EACH COLLEGE TO SHOW APPROPRIATE REPRESENTATION OF CAREER AND PROFESSIONAL EMPLOYEES INTERESTS IN THE ADMINISTRATIVE DECISION-MAKING PROCESS**



### REMOTE CUSTOMER SERVICE

- The world is in crisis mode right now, as businesses have been forced to work remotely.
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- Adjusting to working 8 hours a day from the dining table ...
- Sharing a co-working space with your significant other (and hearing them in "business mode") ...
- It's far from an easy change.
- But, the good news is that remote work has many benefits.
- For example, employees who work remotely are **more productive and have a better work-life balance** compared to those who do not, according to new research by Pennsylvania State University. While 56% of businesses believe that remote working improves productivity.
- For customer service teams in particular, remote working allows staff to get through **13% more requests each day** according to a study by Quarterly Journal of Economics.



#### 7 Ways to Manage a Remote Customer Service Team

1. Use Cloud-Based project management tools
2. Share information through a knowledge base
3. Be clear about who the audience is
4. Unite your team
5. Make use of video chat
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7. Set KPIs to help your team grow


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### USE CLOUD-BASED PROJECT MANAGEMENT TOOLS

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BEFORE YOU TRAIN YOUR TEAM, THINK ABOUT THE FOLLOWING QUESTIONS:

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Microsoft | Steven T. Wozniak | Manage a Private Customer Service Team | Super Office | 20 April 2020 | <https://www.linkedin.com/company/steven-wozniak>

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### KEEP TRACK OF GOALS DAILY PLANNER


### DAILY PROGRESS



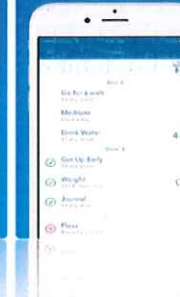
#### Achieve your goals with a simple routine.



#### Stay motivated with charts & reminders.



#### Build good habits with a daily checklist.



### MEET THE SERVICE NEEDS OF OUR STUDENTS



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**Classified Staff Steering Committee Meeting**  
**Tuesday, April 28, 2020; 8:30a – 10:30a**  
**Virtual Zoom Meeting**  
**AGENDA**

1. Call to order
2. Professional Development – Gregory Williams  
(Virtual Customer Service: *Giving Your Best During the COVID 19 Pandemic*)
3. Campus Update – VP Al Moran (or Communications Rep) (15 min.)
4. President’s Liaison – Candice Grause
5. Review and Approval of March Meeting Minutes
6. Treasury Report – Jennifer Bradley
7. Old Business
  - A. Classified Staff Day (Update)
  - B. Relay for Life (Update)
8. New Business
  - A. April Classified Staff of the Month Award Winner
  - B. Nominations Committee (Chair-Elect)
9. Updates
  - A. Departmental Updates
  - B. College Committees
10. Open Floor/Comments and Concerns
11. Adjournment

Next meeting: May 26, 2020, 8:30 a.m.



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**WHAT IS THE VISION STATEMENT, MISSION STATEMENT & STRATEGIC PRIORITIES AND STRATEGIES OF TALLAHASSEE COMMUNITY COLLEGE?**

**TCC Mission Statement:**  
THE MISSION OF THE COLLEGE IS TO PROVIDE A LEARNING ENVIRONMENT THAT PREPARES STUDENTS FOR SUCCESS IN A GLOBAL ECONOMY BY OFFERING HIGHER EDUCATION PATHWAYS, WORKFORCE OPPORTUNITIES, AND CIVIC ENGAGEMENT.

**TCC Vision Statement:**  
TO BE RECOGNIZED AS THE COLLEGE OF CHOICE.


**TCC Strategic Priorities and Strategies:**

- Access:** STRENGTHEN AND EXPAND ACCESS BY INCREASING AWARENESS OF EDUCATIONAL OPPORTUNITIES THAT ARE REFLECTIVE OF STUDENT BODIES, AND COMMUNITY NEEDS.
- Student Success:** PROMOTE A STUDENT-CENTERED ENVIRONMENT THAT FOCUSES ON STUDENT ACHIEVEMENT, ENGAGEMENT AND EDUCATIONAL EXCELLENCE.
- Workforce:** ACHIEVE REGIONAL AND STATEWIDE RECOGNITION AS A PREMIER COLLEGE OF CHOICE FOR PROVIDING WORKFORCE TRAINING BY DELIVERING HIGH QUALITY PROGRAMS AND INSTRUCTION THAT ENABLES STUDENTS TO GROW, SUCCEED, AND STAY GLOBALLY COMPETITIVE.
- Partnership:** FOSTER COLLABORATIVE RELATIONSHIPS WITH K-12, UNIVERSITIES, BUSINESSES, AND COMMUNITY PARTNERS TO DEVELOP A COHESIVE EDUCATIONAL STRATEGY THAT ENSURES SEAMLESS ALIGNMENT AND BUILDS A SKILLED WORKFORCE THAT LEADS TO ECONOMIC MOBILITY AND INCREASED EDUCATIONAL ATTAINMENT.
- Resources & Stewardship:** STRATEGICALLY LEVERAGE, GROW AND UTILIZE RESOURCES TO MAXIMIZE STUDENT SUCCESS AND INSTITUTIONAL SUSTAINABILITY AND EFFECTIVENESS.



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Tuesday, May 12, 2020 2:00 PM - 3:00 PM EDT  
Category: Webinar

## Yoga with Kermit L. Harrison

Come join us as we relax and center on peace in our session of Yoga lead by Professor Kermit Harrison, Tallahassee Community College

If you missed our session, please feel free to download it here [YOGA May 12, 2020](#)

**MEMBERSHIP  
DEVELOPMENT  
ACTIVITIES BY  
CHAPTER**



# Welcome to TCC

July 10, 2019

## Location: Eagle Conference Room

<b>Location: Eagle Conference Room</b>		
9:00 am - 9:30 am	<b>TCC'S MISSION, VISION, AND STRATEGY</b> <ul style="list-style-type: none"> <li>• Group Photograph</li> <li>• Introductions</li> <li>• Review Mission and Vision</li> <li>• PowerPoint Presentation</li> <li>• Ice Breaker</li> </ul>	<b>Bertie Culbreath, Rhonda Oliver, Menetta Young</b> Human Resources
9:30 am - 9:45 am	<b>CLIENT SUPPORT SERVICES</b> <ul style="list-style-type: none"> <li>• Helpdesk Support</li> </ul>	<b>Tina Workman, Karen Bevis</b> Client Support Manager
9:45 am - 10:00 am	<b>COMMUNICATIONS GUIDELINES</b> <ul style="list-style-type: none"> <li>• Email Etiquette</li> <li>• Public Records Requests</li> </ul>	<b>Alice Maxwell,</b> Communications & Public Information
10:00 am - 10:15 am	<b>AFC PRESENTATION</b>	<b>Gregory Williams,</b> Communications & Humanities
<b>15 MINUTE BREAK</b> <b>10:15 am - 10:30 am</b>		
10:30 am - 11:15 am	<b>BENEFITS OVERVIEW</b> <ul style="list-style-type: none"> <li>• Health, Dental &amp; Vision Insurance</li> <li>• FRS, PPT, Perks</li> </ul>	<b>Sandy Martin,</b> Human Resources, Benefits Manager
	<b>TIME AND ATTENDANCE/PAYROLL</b> <ul style="list-style-type: none"> <li>• Workday Navigation (Entering Time, Requesting Leave, Updating Personal Information, Viewing &amp; Printing Pay Slips, Employee's Profile)</li> <li>• Direct Deposit Set-Up</li> </ul>	
11:15 am - 12:00 pm	<b>HR OVERVIEW</b> <ul style="list-style-type: none"> <li>• Policies &amp; Procedures</li> <li>• Title IX and Sex Discrimination</li> <li>• Sexual Predator Offender</li> </ul>	<b>Berlin Jones,</b> Human Resources, Risk Management/Employee Relations
<b>12:00 pm - 12:15 pm</b> <b>PREPARE for LUNCH (will be provided)</b>		
12:15 pm - 1:30 pm	<b>CAMPUS POLICE</b> <ul style="list-style-type: none"> <li>• Campus Safety</li> <li>• Presentation</li> </ul>	<b>Officer Bell, Garrison Farlin</b> Campus PD
1:30 pm - 1:45 pm	<b>WRAP UP SESSION/CAMPUS OVERVIEW</b> <ul style="list-style-type: none"> <li>• TCC Experience Survey</li> <li>• Q&amp;A</li> </ul>	<b>Bertie Culbreath, Rhonda Oliver, Menetta Young</b> Human Resources



# Welcome to TCC

August 7, 2019

## Location: Eagle Conference Room

9:00 am - 9:30 am	<b>TCC'S MISSION, VISION, AND STRATEGY</b> <ul style="list-style-type: none"> <li>• Group Photograph</li> <li>• Introductions</li> <li>• Review Mission and Vision</li> <li>• PowerPoint Presentation</li> <li>• Ice Breaker</li> </ul>	Bertie Culbreath, Rhonda Oliver Human Resources
9:30 am - 9:45 am	<b>CLIENT SUPPORT SERVICES</b> <ul style="list-style-type: none"> <li>• Helpdesk Support</li> </ul>	Tina Workman, Karen Bevis Client Support Manager
9:45 am - 10:00 am	<b>COMMUNICATIONS GUIDELINES</b> <ul style="list-style-type: none"> <li>• Email Etiquette</li> <li>• Public Records Requests</li> </ul>	Alice Maxwell, Communications & Public Information
10:00 am - 10:15 am	<b>AFC PRESENTATION</b>	Gregory Williams, Communications & Humanities
<b>15 MINUTE BREAK</b> 10:15 am - 10:30 am		
10:30 am - 11:15 am	<b>BENEFITS OVERVIEW</b> <ul style="list-style-type: none"> <li>• Health, Dental &amp; Vision Insurance</li> <li>• FRS, PPT, Perks</li> </ul>	Sandy Martin, Human Resources, Benefits Manager
	<b>TIME AND ATTENDANCE/PAYROLL</b> <ul style="list-style-type: none"> <li>• Workday Navigation (Entering Time, Requesting Leave, Updating Personal Information, Viewing &amp; Printing Pay Slips, Employee's Profile)</li> <li>• Direct Deposit Set-Up</li> </ul>	
11:15 am - 12:00 pm	<b>HR OVERVIEW</b> <ul style="list-style-type: none"> <li>• Policies &amp; Procedures</li> <li>• Title IX and Sex Discrimination</li> <li>• Sexual Predator Offender</li> </ul>	Berlin Jones, Human Resources, Risk Management/Employee Relations
<b>12:00 pm - 12:15 pm</b> <b>PREPARE for LUNCH (will be provided)</b>		
12:15 pm - 1:30 pm	<b>CAMPUS POLICE</b> <ul style="list-style-type: none"> <li>• Campus Safety</li> <li>• Presentation</li> </ul>	Officer Garrison Farlin Campus PD
1:30 pm - 1:45 pm	<b>WRAP UP SESSION/CAMPUS OVERVIEW</b> <ul style="list-style-type: none"> <li>• TCC Experience Survey</li> <li>• Q&amp;A</li> </ul>	Bertie Culbreath, Rhonda Oliver Human Resources



# Welcome to TCC

September 4, 2019

## Location: Eagle Conference Room

9:00 am - 9:30 am	<b>TCC'S MISSION, VISION, AND STRATEGY</b> <ul style="list-style-type: none"> <li>• Group Photograph</li> <li>• Introductions</li> <li>• Review Mission and Vision</li> <li>• PowerPoint Presentation</li> <li>• Ice Breaker</li> </ul>	Bertie Culbreath, Rhonda Oliver Human Resources
9:30 am - 9:45 am	<b>CLIENT SUPPORT SERVICES</b> <ul style="list-style-type: none"> <li>• Helpdesk Support</li> </ul>	Tina Workman, Karen Bevis Client Support Manager
9:45 am - 10:00 am	<b>COMMUNICATIONS GUIDELINES</b> <ul style="list-style-type: none"> <li>• Email Etiquette</li> <li>• Public Records Requests</li> </ul>	Alice Maxwell, Communications & Public Information
10:00 am - 10:15 am	<b>AFC PRESENTATION</b>	Gregory Williams, Communications & Humanities
<b>15 MINUTE BREAK</b> 10:15 am - 10:30 am		
10:30 am - 11:15 am	<b>BENEFITS OVERVIEW</b> <ul style="list-style-type: none"> <li>• Health, Dental &amp; Vision Insurance</li> <li>• FRS, PPT, Perks</li> </ul>	Sandy Martin, Human Resources, Benefits Manager
	<b>TIME AND ATTENDANCE/PAYROLL</b> <ul style="list-style-type: none"> <li>• Workday Navigation (Entering Time, Requesting Leave, Updating Personal Information, Viewing &amp; Printing Pay Slips, Employee's Profile)</li> <li>• Direct Deposit Set-Up</li> </ul>	
11:15 am - 12:00 pm	<b>HR OVERVIEW</b> <ul style="list-style-type: none"> <li>• Policies &amp; Procedures</li> <li>• Title IX and Sex Discrimination</li> <li>• Sexual Predator Offender</li> </ul>	Berlin Jones, Human Resources, Risk Management/Employee Relations
<b>12:00 pm - 12:15 pm</b> <b>PREPARE for LUNCH (will be provided)</b>		
12:15 pm - 1:30 pm	<b>CAMPUS POLICE</b> <ul style="list-style-type: none"> <li>• Campus Safety</li> <li>• Presentation</li> </ul>	Officer Garrison Farlin Campus PD
1:30 pm - 1:45 pm	<b>WRAP UP SESSION/CAMPUS OVERVIEW</b> <ul style="list-style-type: none"> <li>• TCC Experience Survey</li> <li>• Q&amp;A</li> </ul>	Bertie Culbreath, Rhonda Oliver Human Resources



# Welcome to TCC

October 2, 2019

## Location: Eagle Conference Room

<b>Location: Eagle Conference Room</b>		
9:00 am - 9:30 am	<b>TCC'S MISSION, VISION, AND STRATEGY</b> <ul style="list-style-type: none"> <li>• Group Photograph</li> <li>• Introductions</li> <li>• Review Mission and Vision</li> <li>• PowerPoint Presentation</li> <li>• Ice Breaker</li> </ul>	<b>Bertie Culbreath, Rhonda Oliver</b> Human Resources
9:30 am - 9:45 am	<b>CLIENT SUPPORT SERVICES</b> <ul style="list-style-type: none"> <li>• Helpdesk Support</li> </ul>	<b>Tina Workman, Karen Bevis</b> Client Support Manager
9:45 am - 10:00 am	<b>COMMUNICATIONS GUIDELINES</b> <ul style="list-style-type: none"> <li>• Email Etiquette</li> <li>• Public Records Requests</li> </ul>	<b>Alice Maxwell,</b> Communications & Public Information
10:00 am - 10:15 am	<b>AFC PRESENTATION</b>	<b>Gregory Williams, <i>Jessie Clayton</i></b> Communications & Humanities
<b>15 MINUTE BREAK</b> 10:15 am - 10:30 am		
10:30 am - 11:15 am	<b>BENEFITS OVERVIEW</b> <ul style="list-style-type: none"> <li>• Health, Dental &amp; Vision Insurance</li> <li>• FRS, PPT, Perks</li> </ul>	<b>Sandy Martin,</b> Human Resources, Benefits Manager
	<b>TIME AND ATTENDANCE/PAYROLL</b> <ul style="list-style-type: none"> <li>• Workday Navigation (Entering Time, Requesting Leave, Updating Personal Information, Viewing &amp; Printing Pay Slips, Employee's Profile)</li> <li>• Direct Deposit Set-Up</li> </ul>	<b>Cara Lickteig,</b> Human Resources Specialist I, Benefits
11:15 am - 12:00 pm	<b>HR OVERVIEW</b> <ul style="list-style-type: none"> <li>• Policies &amp; Procedures</li> <li>• Title IX and Sex Discrimination</li> <li>• Sexual Predator Offender</li> </ul>	<b>Menetta Young,</b> Human Resources Specialist II, Risk Management/Employee Relations
<b>12:00 pm - 12:15 pm</b> <b>PREPARE for LUNCH (will be provided)</b>		
12:15 pm - 1:30 pm	<b>CAMPUS POLICE</b> <ul style="list-style-type: none"> <li>• Campus Safety</li> <li>• Presentation</li> </ul>	<b>Sergeant William Bell</b> Campus PD
1 pm - 1:45 pm	<b>WRAP UP SESSION/CAMPUS OVERVIEW</b> <ul style="list-style-type: none"> <li>• TCC Experience Survey</li> <li>• Q&amp;A</li> </ul>	<b>Bertie Culbreath, Rhonda Oliver</b> Human Resources

**COMMUNITY  
SERVICE  
ACTIVITIES BY  
CHAPTER**



# TCC AFC ADOPT A STREET CLEAN UP DAY



**SATURDAY,  
NOVEMBER 30  
11 A.M. - 2 P.M.**

**For all AFC Members and Non Members:  
Come out and volunteer as we clean up  
Appleyard Drive.**

**Wear comfortable shoes and clothes!**

**SIGN UP TODAY: [RAPISARR@TCC.FL.EDU](mailto:RAPISARR@TCC.FL.EDU)**



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TCC Chapter Association Of Florida Colleges

December 6, 2019 · 🌐

AFC TCC Chapter volunteering for the month of December at the Kearney Center feeding the homeless. We had a wonderful time serving everyone while volunteering. .



159

People Reached

28

Engagements

Boost Post

# TCC AFC ADOPT A STREET CLEAN UP DAY



**SATURDAY,  
FEBRUARY 29  
10:30 A.M. - NOON**

**For all AFC Members and Non Members:  
Come out and volunteer as we clean up  
Appleyard Drive.**

**Wear comfortable shoes and clothes!**

**SIGN UP TODAY: [HTTP://BIT.LY/2HCEBXK](http://bit.ly/2HCEBXK)**



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TCC Chapter Association Of Florida Colleges is at The Kearney Center.

March 6 · Tallahassee, FL · 🌐

Another great day of volunteering for #AFC! We might be a small group but we are mighty in our service. ❤️ #2020Vision #TCC



30

People Reached

6

Engagements

Boost Post

**SOCIAL  
ACTIVITIES BY  
CHAPTER**

TALLAHASSEE COMMUNITY COLLEGE  
AFC CHAPTER

# WELCOME BACK SOCIAL FOR AFC MEMBERS + POTENTIAL MEMBERS



**WHEN:**

WEDNESDAY SEPT. 18 2019  
6:30 PM

**WHERE:**

HANGAR 38  
6668 THOMASVILLE RD  
TALLAHASSEE, FL 32312

LET THE GOOD TIMES ROLL  
**HANGAR  
38**

**INFO:**

BRIANNA NELSON  
201-6218

REBECCA RAPISARDO  
201-8568



**TABOO**

**& OTHER  
GAMES**

**GAME**

**AFTERNOON**

---

**AFC SOCIAL**

---

**TCC CHAPTER**



**APR 23**

**2:00 PM**

**ZOOM  
MEETING ID**

---

**984-9522-3480**

GET YOUR SHARPIES READY.

# BASIC DRAWING FOR NEWBIES.

ZOOM Meeting ID: 947 5319 3239

**MAY 29TH**  
**11 AM - 12 PM EST**  
**& 4 PM - 5 PM EST**

Always wanted to draw like a pro? This workshop isn't that! However, you'll learn how to draw some simple yet impressive characters.



THE TCC CHAPTER OF AFC  
PRESENTS

# BINGO NIGHT

It's also National Lottery day so  
join us and play for a prize!

**JULY 17 • FRIDAY • 7 P**  
**JOIN ZOOM MEETING**  
**[HTTPS://TCCFL.ZOOM.US/J/](https://tccfl.zoom.us/j/91904585907)**  
**91904585907**

The members of the TCC Chapter of the  
Association of Florida Colleges would like to see  
you there!

**FUNDRAISING  
ACTIVITIES BY  
CHAPTER**

PLEASE SUPPORT

## Tallahassee Community College

**Group # 999998370**

We're partnering with Yankee Candle® Fundraising to help achieve our goal this year. Yankee Candle® is the world's #1 best-selling candle brand and has something for everyone. Shop over 500 items, including candles, décor, home fragrances, kitchen products, and exclusives from great brands like Ball®, Oster®, Calphalon®, Rubbermade® & more. **ALL PURCHASES - EARN UP TO 45% PROFIT FOR OUR GROUP!**

Here are 2 Ways to Help Us Meet Our Goal:

### 1. CLICK ON THE LINK BELOW AND ORDER ITEMS ONLINE

[Tallahassee Community College Yankee Candle Shopping Site](#)

If this link fails to take you to the shopping site

Visit: [www.YankeeCandleFundraising.com](http://www.YankeeCandleFundraising.com)

Enter: Group Number 999998370 in the "Start Shopping" box

### 2. SELL TO OUT-OF-TOWN SUPPORTERS - IT'S EASY!

Go to: [www.YankeeCandleFundraising.com](http://www.YankeeCandleFundraising.com)

Click on the "Seller Login" button

Fill out the "Sign Up to be a Seller" form and

Enter the Group Number above to register. Add your friends' and family's email addresses to send them a link to our fundraising shopping site and all of their purchases are counted toward our goal.

Shop our fundraising website for Exclusive Online Products!

### REMEMBER:

- ALL purchases earn up to 45% profit for our group
- ALL purchases ship directly to home
- Promotions good through July 8, 2020
- FREE SHIPPING on orders of \$100 or more (Sales tax and shipping may apply to online orders)



### SELL ACROSS THE COUNTRY WITH OUR EASY-TO-USE MOBILE APP!

The Yankee Fundraising app is an easy way to invite phone or social media contacts to shop online.

Download Yankee Fundraising at:



YANKEE  
CANDLE®  
FUNDRAISING

America's Best Loved Candle™  
is your perfect fundraising solution.  
[YankeeCandleFundraising.com](http://YankeeCandleFundraising.com)





# HAPPY VALENTINES DAY!

Surprise your crush or a friend with a  
carnation this year!

1 for \$2

3 for \$5

Sold inside the Student Union on Feb. 14  
from 10:30 a.m. - 2:30 p.m.

Fundraiser benefiting TCC AFC chapter

TALLAHASSEE COMMUNITY  
COLLEGE CHAPTER





TCC Chapter Association Of Florida Colleges is with Sandy Aronson Martin and Kelly S. Martin.



February 8 · 🌐

#AFC Unites for 🏀🏀🏀! Association of Florida Colleges Chipola AFC Chapter



35

People Reached

9

Engagements

Boost Post



You and 5 others

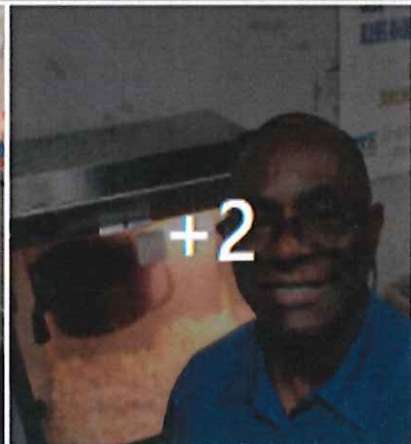


# TCC Chapter Association Of Florida Colleges



January 15 · 🌐

Fun, fun, fun!!! The AFC TCC Chapter enjoyed volunteering at the concession stand for the TCC women and men basketball game.



38  
People Reached

8  
Engagements

Boost Post

👍 7

# SILENT AUCTION

TO BENEFIT THE AFC FOUNDATION, INC.

## DONATE TODAY!

Last year's AFC Foundation, Inc. Silent Auction was a huge success and that could not have happened without you. Again, we need your help to "fill the tables" for the 2019 Silent Auction.

Items that sell well include artwork, gift baskets, hotel stays, vacation packages, cameras, sports memorabilia, jewelry, e-readers, ipads, ipods, computers, books, gift cards, event tickets, wine, services, decorative items, etc.. These are all examples of great ideas but I am sure that you can come up with many more great ideas. Big ticket items such as a cruise, computer, big screen television or vacation package would be great. We don't expect you to purchase the big ticket item but if you know of someone that can donate this, please let me know. Don't ever think your item is too small or too large to include. Items may be combined with other items to help create a gift basket or vacation package!!

Please e-mail a digital photo along with a description of your item(s) to Carol Quinn at [cquinn@pensacolastate.edu](mailto:cquinn@pensacolastate.edu). You will need to bring your item(s) with you to the 2019 Annual Conference at Innisbrook in Palm Harbor, Florida.

### For More Information:

Carol Quinn, Pensacola State College, 1000 College Boulevard, Pensacola, FL 32504  
850-484-1722 • [cquinn@pensacolastate.edu](mailto:cquinn@pensacolastate.edu)



## AFC FOUNDATION SILENT AUCTION DONATION FORM

Please return this form no later than October 25, 2019

Tallahassee Community College / Gregory Williams

Name of person/college soliciting donated item:

Florida State University Athletic Department

Name of business donating item

4 tickets to FSU Mens Basketball game & Baseball Game  
Name of donated item

Description of item: 4 Tickets to the FSU vs UNC Mens

Basketball Game & 4 Tickets to a single FSU Baseball

Game

Estimated Value: \$50 Per ticket (400.00)

Other details (include references to autographs, previous owners, etc.):

### MAIL, FAX OR EMAIL TO:

CAROL QUINN

PENSACOLA STATE COLLEGE

1000 COLLEGE BOULEVARD

PENSACOLA, FLORIDA 32504

EMAIL: [cquinn@pensacolastate.edu](mailto:cquinn@pensacolastate.edu)

FAX: 850-484-1995

# CONGRATULATIONS!

THIS CERTIFICATE ENTITLES YOU TO:  
FOUR (4) SINGLE GAME MEN'S BASKETBALL TICKETS  
FOUR (4) SINGLE GAME BASEBALL TICKETS

TO REDEEM: CONTACT KATIE GAUBERT  
KATIE.GAUBERT@SEMINOLESPORTSPROPERTIES.COM



# SCHOLARSHIP PROGRAM



## Scholarship Search

Below is a list of every scholarship offered by Tallahassee Community College and the TCC Foundation. This list is to provide applicants with information pertaining to the types of scholarships offered by the College and the Foundation. Not all scholarships are awarded every academic year, scholarships being offered will appear in the applicants "My Opportunities" section of their scholarship account. If you have successfully submitted an application and do not see a scholarship in "My Opportunities" from the list below that you believe you fit the criteria to be considered for, it is due to the scholarship not being offered at that particular time.

Use the options below to determine your search criteria. Please note that you can search three different ways.

- Category Search - Scholarships are assigned categories by your schools. This option allows you to identify and search the categories that you feel are most relevant to you.
- Keyword(s) Search - Your school may assign a keyword to a scholarship. This option allows you to search that keyword field.
- Description and Name Search - You can simply search the description or name of scholarships to see if they contain words that you might deem suitable (e.g. Biology).

Your Selections	Clear All
<b>Keyword</b> afc	

Academic Program	+
Allied Health Programs	+
Campus Club/Organization	+

<b>Keyword (s)</b>	afc	<input type="text"/>
--------------------	-----	----------------------

1
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<p><b>TCC Chapter of AFC Scholarship</b></p> <p><i>TCC Foundation.Scholarship</i></p> <p>This scholarship was established to provide financial assistance to a current Tallahassee Community</p>
--

**Criteria:**

- Current member of the TCC Chapter of the AFC or dependent or spouse of a member

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444 Appleyard Drive | Tallahassee, FL 32304 | (850) 201-6200 | [webcontent@tcc.fl.edu](mailto:webcontent@tcc.fl.edu) | Copyright © 2015.

Tallahassee Community College (TCC) is committed to an environment that embraces Diversity and Inclusion, respects the rights of all individuals, provides equal access and equal opportunity, and does not discriminate against any person on the basis of age, color, disability, ethnicity, gender identity, genetic information, marital status, national origin, pregnancy, race, religion, sex, sexual orientation, or veteran status in its programs and activities. For information regarding the College's non-discrimination policies and Title IX compliance visit our Equity and Civil Rights page or email directly to [folsonr@tcc.fl.edu](mailto:folsonr@tcc.fl.edu) (Other Languages)

Spanish

Microsoft® Translator

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TCC Chapter Association Of Florida Colleges

March 10 · 🌐

Time is running out! Get your #volunteer spot reserved for the Tallahassee Community College TCC sponsored Word of South event, April 3-5.



120



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Commitment as TCC Chapter Association of Florida Colleges



TCC Chapter Association Of Florida Colleges

April 16 · 🌐

Good Morning Everyone! What a great meeting we had this morning. For those of you who weren't able to make it, we will meet again at 2 pm!



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4

Boost Post

120



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View 1 comment

Hosting an event?



TCC Chapter Association Of Florida Colleges

April 22 · 🌐

Members of the TCC Chapter joined with other Region 1 representatives to finalize plans for this Friday's Virtual Conference! Have you registered?

<https://www.eventbrite.com/e/afc-region-1-virtual-spring-conference-tickets-102428548546>



24

People Reached

5

Engagements

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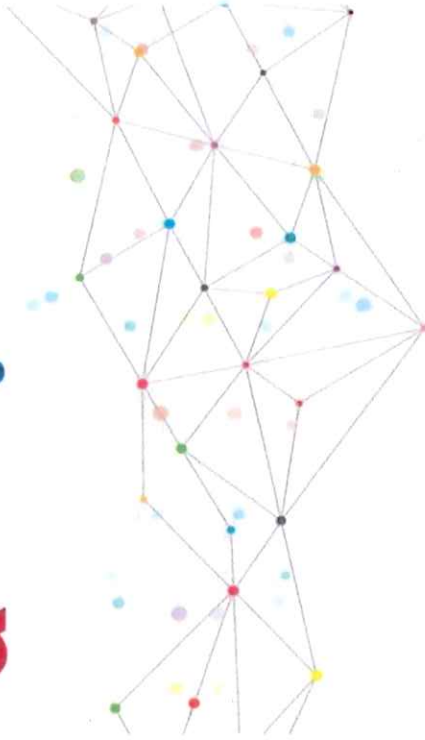
TCC Chapter Association Of Florida Colleges

April 24 · 🌐

Just a reminder, if you are registered for the Friday, April 24, 2020 at 8:46 AM  
**AFC REGIONAL Spring Conference**, the welcome begins at 8am CST/9am EST! See you there!

Region One Joint Spring Conference

# Creating Opportunities & Embracing Possibilities



Date: April 24, 2020

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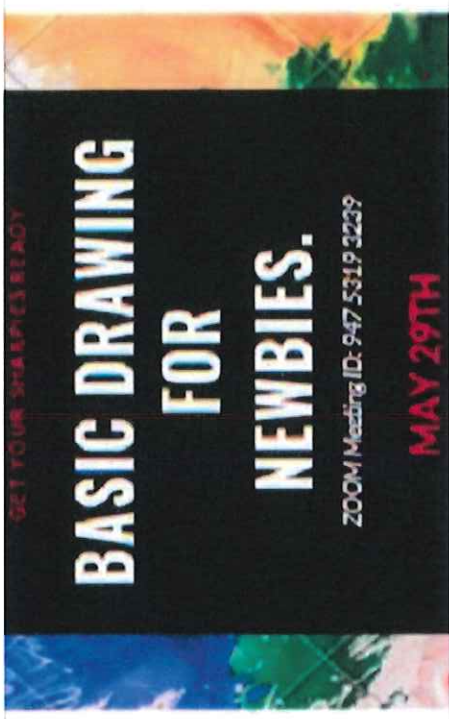
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TCC Chapter Association Of Florida Colleges added an event.  
May 19 · 🌐



FRI, MAY 29  
TCC AFC Chapter Social - Basic Drawing for Newbies!  
0 Went · 0 Interested

15 People Reached | 1 Engagement

Boost Unavailable

Like | Comment | Share

Comment as TCC Chapter Association Of F... | 🌐 | 📷 | 📺

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**CERTIFIED  
COLLEGE  
PROFESSIONAL  
(CCP)  
PROGRAM**



444 Appleyard Drive  
Tallahassee, Florida 32304-2895  
850.201.6200 | [www.tcc.fl.edu](http://www.tcc.fl.edu)

---

April 28, 2020

Mr. Michael Brawer  
Executive Director and CEO  
Association of Florida Colleges  
1725 Mahan Drive  
Tallahassee, FL 32308

Dear Mike:

Please accept this as my letter of support for the following list of TCC staff and faculty regarding candidacy for the upcoming Certified College Professional (CCP) Program.

Bethany Ross (Workforce Development)  
Rebecca Rapisardo (Human Resources)  
Sandy Martin (Human Resources)  
Tonya Hardaway (Workforce Development)  
Dani Rowan Hawke (Learning Commons)  
Gloria Mitchell (Healthcare Professions)  
Desiree Gorman (Workforce Development)

Should you have any question, please feel free to call.

Sincerely,

Jim Murdaugh, PhD  
President

# FOURTEEN CCP GRADUATES RECOGNIZED AT THE 2019 AFC PRESIDENTIAL GALA

## 2019 FLORIDA COLLEGE PROFESSIONAL CERTIFICATE RECIPIENTS

The 8th graduating class of the Certified College Professional (CCP) Program was recognized at the 2019 AFC Annual Meeting and Conference Presidential Gala. This flagship program was designed to provide AFC members with the opportunity to earn a designation related to their work as college professionals, and expose them to content and experiences they may not be able to obtain elsewhere. To date, there are 78 CCP graduates.

The first of the AFC's three certificate offerings of the CCP is the Florida College Professional Certificate (FCPC). The other two certificates currently under development are the Florida College Leader Certificate (FCLC) and the Florida College Executive Certificate (FCEC).

Enrollment in the self-paced CCP Program is open to any Association member at any level of employment at a college. *To learn more and apply for the CCP Program, please visit the Certified College Professional Program webpage.*



**Maisy Adams,**  
Florida SouthWestern  
State College



**Patrice Bryant-Thigpen,**  
Polk State College



**Cristen Causey,**  
Eastern Florida  
State College



**Jessie Clayton,**  
Tallahassee Community College



**Summer S. Dusek,**  
Tallahassee Community College



**Francine A. Fuentes,**  
St. Petersburg College



**Ann Hubbard,**  
Indian River State College



**Tim Maridle,**  
Florida SouthWestern  
State College



**Patricia McGee,**  
Pasco-Hernando State College



**Melonie Miner,**  
Pensacola State College



**Kimberly Sellers,**  
College of Central Florida



**Ginger Stokes,**  
St. Johns River State College



**Wendy Villa,**  
Pasco-Hernando State College



**Rory Wells,**  
College of Central Florida

Chapter Officers

**President:** Kermit Harrison / [harrisok@tcc.fl.edu](mailto:harrisok@tcc.fl.edu) / 850-201-6047

**President-Elect:** Desiree Gorman / [gorman@tcc.fl.edu](mailto:gorman@tcc.fl.edu) / 850-558-3513

**Immediate Past President:** Gregory Williams / [williagr@tcc.fl.edu](mailto:williagr@tcc.fl.edu) / 850-201-8361

**Membership Chair:** Sandy Martin / [martisa@tcc.fl.edu](mailto:martisa@tcc.fl.edu) / 850-201-8021

**Secretary/Treasurer:** Rebecca Rapisardo / [rapisarr@tcc.fl.edu](mailto:rapisarr@tcc.fl.edu) / 850-201-8568

**Advisor:** Summer Dusek / [washinsu@tcc.fl.edu](mailto:washinsu@tcc.fl.edu) / 850-201-6209

**FPSI Representative:** Ryland Moore / [moorery@tcc.fl.edu](mailto:moorery@tcc.fl.edu) / 850-201-7012

**Wakulla Representative:** Desiree Gorman / [gorman@tcc.fl.edu](mailto:gorman@tcc.fl.edu) / 850-558-3513

**Shazvini Representative:** Gloria Mitchell / [mitchelg@tcc.fl.edu](mailto:mitchelg@tcc.fl.edu) / 850-558-4500

**Historian:** Sharon Walker / [walkers@tcc.fl.edu](mailto:walkers@tcc.fl.edu) / 850-201-6148

**Community Service Chair:** Brigitte Marshall / [marshall@tcc.fl.edu](mailto:marshall@tcc.fl.edu) / 850-201-7733

**Social Chair:** Tonya Hardaway / [hardawat@tcc.fl.edu](mailto:hardawat@tcc.fl.edu) / 850-201-8617

**Fundraising Chair:** Jacqueline Edwards / [edwardsj@tcc.fl.edu](mailto:edwardsj@tcc.fl.edu) / 850-201-6113

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## TALLAHASSEE COMMUNITY COLLEGE

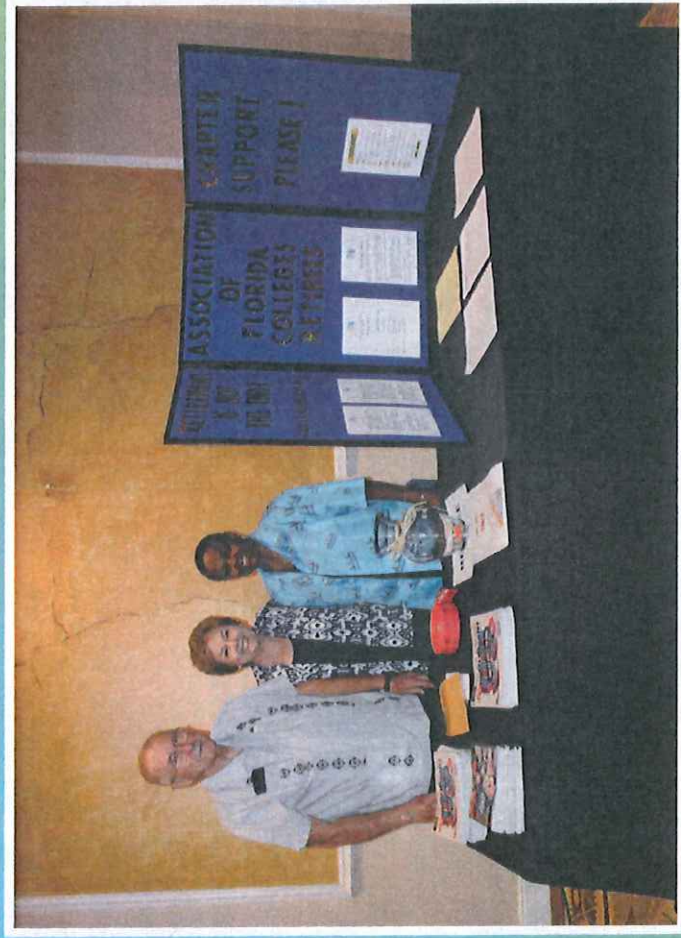
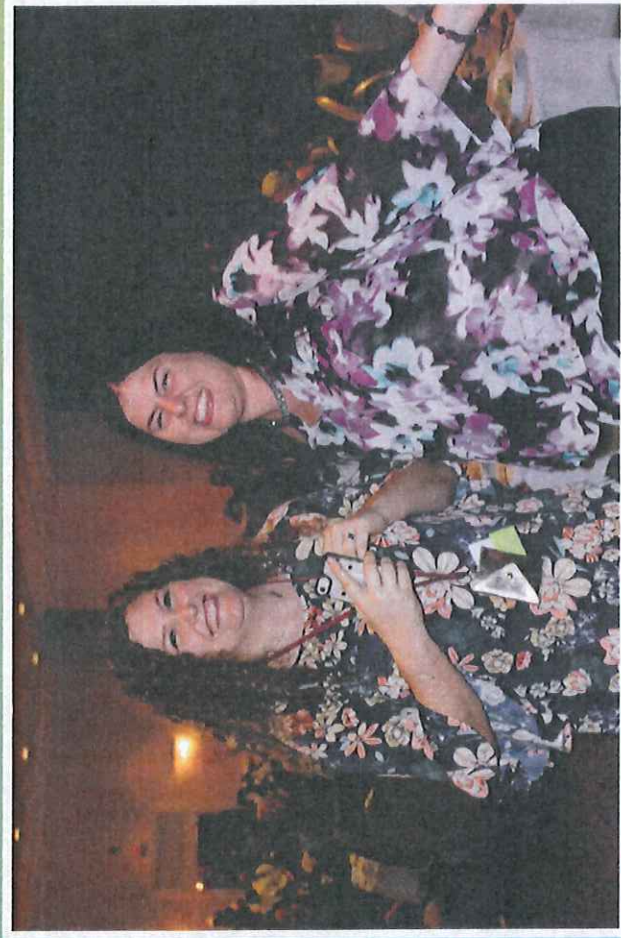
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Ready to join the AFC?

**SIGN UP NOW**

CCP



# CHAPTER ORGANIZATION



**BYLAWS  
of the  
TALLAHASSEE COMMUNITY COLLEGE CHAPTER  
of the  
ASSOCIATION OF FLORIDA COLLEGES**

**ARTICLE I: NAME**

The name of this organization shall be the Tallahassee Community College Chapter of the Association of Florida Colleges, hereafter referred to as the Chapter and the AFC, respectively.

**ARTICLE II: MISSION AND GOALS**

The mission of the Chapter is directly aligned with the mission of the AFC. Its purpose is to promote, represent, and support members as they provide citizens of Florida with a world-class college system.

SECTION 1 – Value Statement: The Mission of the Chapter is driven by the following values:

1. Professional Growth and Development
2. Advocacy
3. Leadership
4. Community
5. Innovation
6. Networking

SECTION 2 – Goals: The Chapter fulfills its mission by addressing the following goals:

1. Develop and support professional development, education, and leadership opportunities for the Chapter members (Values 1, 2, 3, 5, 6).
2. Advocate for policies, budgets, and programs on behalf of the Chapter's members (Value 2).
3. Communicate public policy and legislative issues and engage in cooperative research activities related to those issues (Values 2, 3).

4. Increase public awareness of the mission, purpose, and accomplishments of the Florida College System (Values 2, 4, 6).
5. Showcase and reward exemplary programs, practices, activities, and individuals (Values 1, 3, 5, 6).
6. Enhance, encourage, and facilitate communication, cooperation, professionalism, and camaraderie among individual Chapter members (Values 1, 4, 6).
7. Promote membership by providing professional development and services that ensure an active and vital Chapter (Values 1, 3, 4, 6).
8. Maintain a fiscally sound organization that is efficiently and effectively managed (Value 3).
9. Provide opportunities for and engage in services to benefit the external community (Values 1,3, 4, 6).

### **ARTICLE III: MEMBERSHIP**

SECTION 1 – Nine classes of membership are established by the AFC: Regular, Contributing, Institutional, Affiliate, Associate, Retiree, Life, Adjunct Faculty/Part-time Employee, and Honorary Life.

The Chapter recognizes the membership of any person in those nine categories who has, or has had, a professional relationship with the College.

Full details of membership categories are provided in the *AFC Leadership Manual*, which is updated annually.

SECTION 2 – Only Regular, Contributing (Trustees only), Retiree, Life, and Honorary Life members have full rights of membership, which include voting and holding office in the Chapter.

### **ARTICLE IV: OFFICERS & ELECTIONS**

SECTION 1 – Officers: The officers of the Chapter (hereafter the Board) shall be members of the Chapter and shall be classified as elected or appointed.

Elected Officers.

- President
- President-Elect
- Immediate Past President (serves as Legislative Representative)
- Secretary & Publications Chair
- Treasurer

- Membership Chair
- Social, Service, and Fundraising Chair

Appointed Officers.

The President may appoint additional officers/representatives and establish standing and ad hoc committees as deemed necessary and agreed upon by the Board.

Appointed Officers/Representatives:

- Center of Professional Enrichment Representative
- Communications and Humanities Representative
- Developmental Communications and College Success/Developmental Math (Transitional Studies) Representative
- Healthcare Professions/Ghazvini Center Representative
- History and Social Sciences Representative
- Library/Learning Commons Representative
- Natural Sciences/Mathematics Representative
- Business, Industry and Technology Representative
- Florida Public Safety Institute Representative
- Wakulla Environmental Institute (WEI) Representative
- Student Success/Retention/Advising Representative
- Admissions and Enrollment Services (AES) Representative
- Financial Aid/Cashier Representative
- Student Services Representative
- Career Center/ International Student Services Representative
- Athletics Representative
- Facilities/Physical Plant/Mailroom Representative
- Workforce Development Representative
- Human Resources Representative
- Information Technology Representative
- Campus Police

Liaison Officer.

The Provost and Vice President for Academic Affairs may appoint a liaison to the Board. This position is ex-officio, non-voting, and serves in a budgetary and advisory function.

## SECTION 2 – Elections

The elected officers shall be elected by Chapter members annually in July, with each sanctioned member entitled to one vote. Elections shall be conducted by an appropriate electronic mechanism approved by the Board. The mechanism approved shall include clear safeguards and protocols to ensure complete transparency and verifiability.

1. The process of nominating officers shall take place during the month of June.
2. Chapter members may self-nominate, or may be nominated by another member. For the sake of electoral efficiency, no member should nominate a candidate until that candidate's willingness to serve has been established.
3. The ballot will include a nomination for the President-Elect, and, in biennial rotation, the Secretary & Publications Chair, the Treasurer, the Membership Chair, and the Social, Service, and Fundraising Chair.
4. The President shall send out a call for nominations in the first week of June, and the deadline for nominations shall be June 14 (or first work day thereafter).
5. The President shall then prepare the ballot and, by June 21 (or first work day thereafter) shall distribute this ballot to the membership according to the protocol established by the Board.
6. All votes should be cast by 5:00pm on June 30th (or first work day thereafter).
7. The ballots will be validated by the Board in an open meeting. Notice of this meeting must be provided to the Chapter membership at least two work days in advance.
8. Officers shall be elected by majority vote. In the event of a tie, a run-off election should take place expeditiously and should follow the procedure above.
9. Any candidate for any position who is unopposed will be declared elected by the Board.

### SECTION 3 -- Duties of the Officers:

1. The President shall:
  - a. Preside at meetings of the general membership and Board
  - b. Represent the Chapter in all matters
  - c. Bring before the Board requests for expenditures and payments of Chapter funds which have not been accounted for in the approved budget of the Chapter
  - d. Appoint non-elected Chapter officers, standing, and ad hoc committees, with the approval of the Board
  - e. Attend the annual Conference and provide the Chapter report for Region 1
  - f. Attend the Region 1 meeting
  - g. Attend the Leadership Conference
2. The President-Elect shall:
  - a. Perform the duties of the President during the President's absence or disability
  - b. Perform other duties assigned by the President
  - c. Attend the annual Conference

- d. Attend the Region 1 meeting
  - e. Attend the Leadership Conference
3. The Secretary and Publications Chair shall:
- a. Record the minutes of the meetings of the Chapter and the Board.
  - b. Maintain the web site and other information sources for member information.
  - c. Ensure that AFC publications are received by Chapter members.
  - d. Perform other duties as assigned by the Chapter President.
4. The Treasurer shall:
- a. Collect and forward dues, as directed, to the office of the AFC.
  - b. Monitor scholarship and Benedicks funds.
  - c. Safeguard and disburse any other Chapter funds as authorized by the bylaws.
  - d. Provide quarterly budget statements.
  - e. Research all budget related issues for the Chapter.
5. The Liaison to the Provost and Vice President for Academic Affairs shall:
- a. Administer the TCC budget and purchasing process for the Chapter based on the annual Chapter budget
  - b. Ensure that all TCC travel procedures are followed
  - c. Attend all Board meetings as an ex-officio, non-voting member
  - d. Meet with the President and President-elect monthly
  - e. Provide additional support to the Chapter
  - f. Perform other duties as assigned by the Provost and Vice President of the Academic Affairs, who serves as the Chapter Liaison on the Executive Team
6. The Legislative Representative (performed by Past-President) shall:
- a. Provide a communication link between the AFC Legislative Committee and the Chapter membership on all matters pertaining to legislation affecting the colleges
  - b. Disseminate all pertinent legislative information to the membership, serve as the official Chapter spokesperson for the Chapter's legislative delegation, and coordinate any Chapter activities concerned with informing the delegation about legislation affecting the college
7. The Membership Chair shall:
- a. Be responsible for organizing and coordinating the annual AFC Chapter membership campaign
  - b. Maintain the Chapter membership roster
  - c. Administer the Dr. Will Benedicks Scholarship Award
  - d. Attend the Membership Conference
8. The Social, Service, and Fundraising Chair shall:
- a. Organize appropriate social events for members
  - b. Coordinate the Chapter's service operations
  - c. Design and implement a fund-raising program
  - d. Coordinate the annual Tuition, Fees, and Books Scholarship

SECTION 3-- Vacancies. If the office of the President becomes vacant, the President-Elect will become President for the remainder of the unexpired term. If the office of the President-Elect becomes vacant, a special election will be held to allow the college membership to fill this vacancy. All other vacancies will be filled by appointment by the President with confirmation by a majority of the Board. In the event that there are no nominations for one of the elected positions on the Board, the President may appoint a member to that position.

SECTION 4 -- Term. The President Elect, the President, and the Past President will serve for a period of one year, beginning January 1. The Treasurer, the Membership Chair, the Social, Service, and Fundraising Chair, and the Secretary and Publications Chair shall serve for a period of two years, beginning January 1. Appointed officers will serve from the time of appointment until the following January 1.

SECTION 5 -- Staggered Rotation. In order to promote continuity on the Board, the positions of Membership Chair, Secretary and Publications Chair, Treasurer, and Social, Service, and Fundraising Chair shall be elected on a staggered rotation, with only two positions being elected each year.

## **ARTICLE V: BOARD**

SECTION 1 -- Voting Members: The voting members of the Board shall be the President, President-Elect, Past-President, Secretary and Publications Chair, Treasurer, Social/Service/Fundraising Chair, and Membership Chair.

SECTION 2 – Ex-Officio Members: Non-voting, ex-officio members of the Board shall be the College's President and the Chapter Liaison.

SECTION 3 – Duties: The duties of the Board shall be to adopt policies that align with the Association, represent the membership at large, and approve an annual operating budget for the Chapter as well as any subsequent budgetary amendments which it deems necessary.

SECTION 4 – Meetings: Meetings of the Board are open to all members of the Chapter. The number of regular meetings to be held by the Board shall be determined at the beginning of the calendar year. The President designates the dates and location for said meetings.

SECTION 5 – Special Meetings: Special meetings of the Board may be called by the President or a majority of voting members of the Board. Notice of such meetings shall be published on the Chapter's website and given no less than three (3) working days prior to the meeting, with such notice providing the meeting modality and the reason for the meeting.

SECTION 6 – Telephone/Electronic Meetings: For the purpose of business necessity, financial exigency, and/or administrative convenience, meetings of the Board may be held using telephonic and/or electronic methods. The technology used for the telephone and/or electronic meetings shall allow the members full access to and full participation in all meetings.

SECTION 7 – Quorum: Unless otherwise specified in this section, a majority of the voting members of the Board shall constitute a quorum. For the purpose of business necessity, financial exigency, and/or administrative convenience, three of the voting members of the Board shall constitute a quorum. With a quorum of three, the Board may only act on the following items:

1. Approve budgetary amendments as necessary not to exceed \$100.
2. Authorize and ratify payments not to exceed \$100.

SECTION 8 – Recall: The Board shall adopt a policy providing for the recall/removal of a Board member under specified circumstances and in accordance with specified procedures. At a minimum, the adopted procedures shall provide that:

1. Recall must be based on misconduct while in office, including but not limited to failure to attend meetings, failure to carry out the duties of the office, conduct that could bring the Chapter and/or the Association into disrepute among members or the public, loss of eligibility to hold office (other than through expiration of membership in which case the officer is automatically removed from office) or for any other reason the Board may deem appropriate and as specified in policy;
2. Recall may be initiated and decided by the Board in accordance with specified procedures which should provide for, without limitation, notice and opportunity to respond given to member subject to recall, special meeting of Board/Membership, and a final vote by ballot.

## **ARTICLE VI: FINANCE**

### **SECTION 1 – Dues:**

All membership dues are paid directly to the AFC, either by direct payment or by payroll deduction. Membership rates are available on the website of the AFC. Local chapters will be reimbursed a portion of the dues paid to the State organization.

## **ARTICLE VII: AMENDMENTS**

These bylaws may also be amended by a majority vote of the Board, provided that prior notice of the proposed amendment has been communicated in writing and/or by special announcement and shared with the membership.

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I \_\_\_\_\_ attest that the Tallahassee  
Community College Chapter of the Association of Florida Colleges bylaws have been reviewed  
and voted approved by a majority of the Board. Chapter bylaws shall be reviewed, and updated  
if necessary, at least one year from the signed date below.

Chapter President Signature

Date

REVISED January 2020