



Pensacola State College District Board of Trustees
Meeting Minutes
June 22, 2021
Pensacola Campus, Usry Board Room

Board Workshop

Ms. Anita Kovacs gave a detailed description and PowerPoint presentation on the College's proposed 2021-2022 College Budget and the 2021-2022 Salary Schedule and answered Trustees' questions.

Board Meeting

Present: Chair Margie Moore, Mr. Patrick Dawson, Mr. Kevin Lacz, Mr. Julian MacQueen, Mr. Ed Moore, Dr. Troy Tippet, Mr. Tom Gilliam (General Counsel), Dr. Ed Meadows, and staff.

Absent: Ms. Carol Carlan

Call to Order

Ms. Moore called the meeting to order at 5:30 p.m.

Introductions/Recognitions

Dr. Brenda Kelly introduced the Century Center's new Coordinator, Mr. Alex Andrews. Mr. Andrews told the Board about himself and the Board welcomed him to PSC.

Ms. Andrea Krieger introduced Ms. Sophie Knott, the Foundation's new Manager of Finance and Business Operations. Ms. Knott told the Board about herself and the Board welcomed her to PSC.

Dr. Meadows called forward Dr. Lynsey Listau and Ms. Jessica Johnson and asked that they tell the Board about their recent award. Dr. Listau and Ms. Johnson talked about the College's Pirates Care program that received the AFC Student Development Commission's 2021 Exemplary Practice Award for providing services and resources to students who are experiencing a crisis or difficulty outside of the classroom. The award includes a \$500 reward that will go toward the College's food pantry. The Board extended congratulations to the entire Pirates Care Team for having received this award.

Minutes

Ms. Moore called for a motion to approve the minutes of the May 18, 2021, Board meeting. Dr. Tippet moved for approval, and Mr. Dawson seconded the motion which passed unanimously.

Agenda

Ms. Moore called for a motion to approve the agenda. Mr. Dawson moved for approval, and Dr. Tippet seconded the motion which passed unanimously.

Public Comments

None

DSO Reports

Alumni Affairs – (Full report provided in Board packets.) Ms. Lotz reminded Trustees of upcoming events and announced that plans are underway for an All Sports Award Banquet in April 2022. She also extended an invitation to Trustees to attend the Alumni Social on August 3.

WSRE – (Full report provided in Board packets.) Ms. Hubbs reported that two WSRE productions

won a Telly Award. “Hank Locklin: Country Music’s Timeless Tenor” won WSRE’s first Gold Telly, and “Beyond the Menu” won a Bronze Telly.

PSC Foundation – (Full report provided in Board packets). Ms. Krieger reminded Trustees of the Garde Manger event on July 21. She reported that the Big Break Golf Classic raised more than \$27,500.

Academic and Student Affairs

Dr. Erin Spicer presented the Academic and Student Affairs action items and answered Trustees’ questions regarding dual enrollment articulation agreements. Ms. Moore called for a motion to approve the articulation agreements as presented. Dr. Tippett moved for approval, and Mr. MacQueen seconded the motion which passed unanimously. Ms. Moore called for a motion to approve the Faculty Promotion in Rank. Mr. Dawson moved for approval, and Mr. Lacz seconded the motion which passed unanimously.

1. Dual Enrollment Inter-Institutional Articulation Agreements – Approved
 - a. Public School Agreements
 - i. Escambia County
 - ii. Santa Rosa County
 - b. Private Schools in Escambia County
 - i. Alethia Christian Academy
 - ii. Christian Institute of Arts and Sciences, Inc.
 - iii. East Hill Christian School, Inc.
 - iv. Lighthouse Private School Christian Academy, Inc.
 - v. Pensacola Catholic High School
 - vi. Pensacola Private School of Liberal Arts, Inc.
 - vii. Trinitas School, Inc.
 - c. Private Schools in Santa Rosa County
 - i. LEAD Academy Classical School
 - ii. Santa Rosa Christian School
 - iii. Victory Performing Arts Academy
 - iv. West Florida Baptist Academy
 - d. Dual Enrollment Agreement for Home School Education Students
2. Faculty Promotion in Rank: Alex Ledgerwood, English and Communications Department, Promotion to Assistant Professor, effective August 12, 2021 – Approved

Dr. Spicer reported that the College’s Bachelor of Nursing Program’s on-site CCNE accreditation visit resulted in the program receiving accreditation for another 10 years. She also reported that the Culinary Management AS degree program and the Technical Certificate in Culinary Arts received a 5-year accreditation by the American Culinary Federation Education Foundation (ACFEF).

Facilities

Ms. Bracken presented the 2021-2022-through 2025-2026 College Capital Improvement Plan, Legislative Budget Request FY 2022-2023. The College’s top three priorities for funding are a Training Center on the Pensacola Campus, Roadway/Parking Asphalt Improvements and Replacements, and Warrington Campus Exterior Envelope Repairs/Renovations. Ms. Bracken spoke about the Safety Report and noted that there were no major findings. Ms. Moore asked for a motion to approve the CIP. Mr. Moore moved for approval, and Mr. Dawson seconded the motion which passed unanimously. Ms. Moore called for a motion to approve the Safety Report. Mr. Dawson moved for approval and Mr. Lacz seconded the motion which passed unanimously.

1. FY 2021-2022 through 2025-2026 College Capital Improvement Plan (CIP) Legislative Budget Request FY 2022-2023 – Approved
2. Annual Comprehensive Safety Report – Approved

Finance

Ms. Kovacs presented the Finance action items and answered Trustees’ questions. Ms. Moore then called for approval of each item as follows:

- Item 1. Budget Amendment: Mr. Dawson moved for approval; seconded by Mr. Dawson. Unanimously approved
- Item 2. Property Deletions: Mr. Dawson moved for approval; seconded by Dr. Tippett. Unanimously approved.

- Item 3. Current Unrestricted Fund Operating Budget for Fiscal Year (FY) 2021-22: Mr. Dawson moved for approval, seconded by Dr. Tippet. Unanimously approved.
- Item 4. Proposed Amounts Budgeted for FY 2021-22 Direct Support Organization (DSO) Support – Approved Mr. Dawson moved for approval, seconded by Mr. Lacz. Unanimously approved.
- Item 5. Unexpended Plant Fund Capital Outlay Budget FY 2021-22 – Approved Mr. Dawson moved for approval, seconded by Mr. Lacz. Unanimously approved.
- Item 6. Pensacola State Foundation Audit Review Checklist and PSC Foundation 2020 Audit Report – Mr. Moore moved for approval, seconded by Mr. Dawson. Unanimously approved.
- Item 7. Grant Pursuit: SOAR with RESTORE Workforce Training Program Mr. Dawson moved for approval, seconded by Dr. Tippet. Unanimously approved.
- Item 8. FAIT Requests – None

Human Resources

Ms. Henderson presented the Human Resources action items and noted that Trustees have been provided a list of the reappointments (Item 2). She stated that there are no special contracts. Mr. Moore made a motion to approve all Human Resources items as presented, and Mr. Dawson seconded the motion which passed unanimously.

- 1. Approval of the May 2021 Human Resources Report – Approved
- 2. Reappointments for the 2021–2023, and 2021–2022 fiscal years – Approved
 - a. Executive and Managerial Personnel recommended for Multi-year Contract
 - b. Professional/Managerial Personnel recommended for Annual Contract, Fund 1
 - c. Professional/Managerial Personnel recommended for Annual Contract, Fund 2 (provided grant funds are available)
 - d. Faculty recommended for Annual Contract
 - e. Faculty recommended for Lecturer Contract
- 3. Special Contracts (open item) – None

General Counsel

Mr. Gilliam presented the amendment to and renewal of the lease agreement with the Foundation to lease portions of Building 97 and 98 and all of Building 99. He described the terms of the amended agreement which will commence on August 1, 2021 and continue through July 31, 2022. Dr. Tippet moved to approve the Agreement, and Mr. Dawson seconded the motion which passed unanimously.

- 1. Lease Agreement between PSC and the Foundation – Approved

Mr. Gilliam stated that the policies provided in the Board packets as information have met the requirement to provide public notice of rule development and are now in the process of providing notice of rule promulgation. Once all requirements are met, the policies will be brought to the Board for approval.

- a. Policy 6Hx20-1.001 Organization of the District Board of Trustees of Pensacola State College Policy
- b. 6Hx20-1.002 Board of Trustees Meetings
- c. Policy 6Hx20-1.026 Alcohol/Drug Abuse
- d. Policy 6Hx20-1.011 Contracts
- e. Policy 6Hx20-1.012 Disposition of Surplus Property
- f. Policy 6Hx20-1.019 Property and Equipment
- g. Policy 6Hx20-1.036 Criminal Background Checks/Fingerprinting
- h. Policy 6Hx20-5.003 Procurement Requirements

President's Time

Dr. Meadows thanked Roland Hyacinthe, Obi Kalu, and AFC for the refreshments.

Dr. Meadows called on Dr. Douma to report on the College's Triumph request for funding for the Truck Driver Training Program and Facility. Dr. Douma reported that the College's request for \$3,862,951 for the project is in the final stage of negotiations with the expectation that the grant will be awarded. She stated that the project will be funded over a ten-year period, and it is expected that most of the funds will be expended within the first three years.

Dr. Meadows provided Trustees with a copy of the Co:Lab occupancy report as of September 2020. Due to Hurricane Sally damage to the facility in September the building could no longer be occupied. The facility is now reopening and Trustees will be provided an updated report at the August Board meeting.

Trustees were reminded that the schedule of Board meetings for 2021-2022 is in their packets. A request to approve the schedule will be on the August Board agenda.

Dr. Meadows presented a request to name the Educational Opportunity Center, located in Building 6, the Eldon L. Norman Educational Opportunity Center in honor of Ms. Jean Norman's late husband, Eldon L. Norman. Dr. Meadows stated that Ms. Norman's gifts totaling \$25,000 are in accordance with the naming guidelines and he recommended that the Board approve the naming. Mr. Dawson moved for approval, and Dr. Tippet seconded the motion which passed unanimously.

Dr. Meadows stated that Trustees have a copy of the Economic Development Center Lease Agreement. He explained that the Agreement is a renewal of the Agreement that leases the College's Downtown Center to FloridaWest for use as an Economic Development Center known as Co:Lab. Dr. Meadows called attention to the changes in the Agreement and noted that the Agreement is for five years. Dr. Tippet moved to approve the Lease Agreement, and Mr. Moore seconded the motion which passed unanimously.

Dr. Meadows extended thanks to Ms. Margie Moore for the \$5,000 gift from the Bank of America Foundation for Workforce Scholarships for CTE students who do not qualify for Pell.

Announcements

- Student Athletes had a 3.07 overall GPA for the 2020-2021 academic year.
- Softball player Shaylan Whatman was named to the FCSAA First Team All-State – she also has a 4.0 GPA
- Softball player Monique Poitevin was named to the FCSAA All-Tournament Team for her performance at the State Tournament
- PSC ranked No. 2 on the website List of Top Medical Assistant Programs in Florida for 2021

Chair's Time

Ms. Moore stated that Trustees have been provided with a copy of the compiled results of the Board's Self-Assessment. She asked that Trustees review the results, and if there are any questions, they can be discussed at the August Board meeting.

Ms. Moore expressed appreciation to the departments/areas that provide a monthly written report to the Board.

There being no further business, Ms. Moore adjourned the meeting at 6:55 p.m.

Approved X

Date 8/17/2021



Chair, Board of Trustees



Pat Crews, Reporting



President