



**Pensacola State College District Board of Trustees**  
**Meeting Minutes**  
**September 28, 2021**  
**Pensacola Campus 10 a.m.**

**Board Meeting**

**NOTE:** Due to a lack of a quorum at the regularly scheduled Board of Trustees meeting on September 21, 2021, the Board called this special meeting so that they could vote on agenda items they were not able to consider at the September 21 meeting.

Present: Chair Margie Moore, Ms. Carol Carlan, Mr. Patrick Dawson, Mr. Ed Moore, Dr. Troy Tippet, Mr. Tom Gilliam (General Counsel), Dr. Ed Meadows, and staff.

Absent: Mr. Kevin Lacz and Mr. Julian MacQueen.

**Call to Order**

Ms. Moore called the meeting to order at 10 a.m.

**Minutes**

Ms. Moore called for a motion to approve the minutes of the August 17, 2021, Board meeting. Ms. Carlan moved for approval, and Dr. Tippet seconded the motion which passed unanimously.

**Agenda**

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

**Public Comments**

None

**Academic and Student Affairs**

No report.

**Facilities**

No report.

**Finance**

Ms. Kovacs presented the Finance Items and noted that Trustees have before them an additional item which is a request for Board approval for the Emerald Coast Honors Orchestra Foundation to charge an admission fee for their event in the Ashmore Auditorium on October 16. The admission fee will offset the cost of production and use of the facility. Ms. Moore called for a motion to approve all items as presented. Dr. Tippet moved for approval, and Mr. Dawson seconded the motion which passed unanimously.

1. Capital Outlay Budget Amendment – Approved
2. Fund Balance Carry Forward Spending Plan – Approved
3. Amendment to the Terminal Leave Special Pay Plan – Approved
4. Florida Academic Improvement Trust (FAIT) Requests – none
5. Request for Emerald Coast Honors Orchestra to charge an admission fee for their event in the Ashmore Auditorium on October 16, 2021 – Approved

**Human Resources**

Ms. Henderson presented the Human Resources action items and noted that there are no special contracts.

1. August 2021 Human Resources Report – Approved
2. Former faculty member, Domenick Grasso, to take leave from continuing contract status due to a position change to administrative Academic Department Head effective August 10, 2021. (Natural Sciences) – Approved
3. Add new position of Coordinator, Accounting, Level 4 Professional/Managerial Salary Schedule. (Comptroller’s Department) – Approved
4. Change level of the current funded positions of College Recruiter from Level 1 non-exempt Professional to Level 2, Professional/Managerial Salary Schedule.(Student Services) – Approved
5. New Fund 2 position of Outreach/Student Services Specialist, Level 2, Professional/Managerial Salary Schedule. (Educational Opportunity Center grant) – Approved
6. Special Contracts (Open Item) – none

**General Counsel**

Mr. Gilliam presented the action items and noted that Trustees have before them a copy of the Contract Amendment with the Morette Company. He briefly described each of the agreements and the contract amendment with Morette. Ms. Moore called for a motion to approve Items 1-5 as presented. Dr. Tippett moved for approval, and Mr. Dawson seconded the motion which passed unanimously. Ms. Moore called for a motion to approve Item 6. Mr. Dawson moved for approval and Ms. Carlan seconded the motion which passed unanimously.

1. The following policies are submitted for rule adoption. (The 28-day notice requirement for rule development was met on August 23, 2021.) – Approved
  - a. Policy 6Hx20-4.014 Annual Leave (Vacation Leave)
  - b. Policy 6Hx20-4.017 Sick Leave
2. Gulf Power Tree Trim, Cut, and Removal Easement Agreement – Approved
3. Pensacola State College Foundation Lease – 1034 Underwood Avenue - Approved
4. Agreement Between the City of Pensacola and Pensacola State College for Interruptible Natural Gas for Building 9 and 5555 Highway 98 West – Approved
5. Agreement Between the City of Pensacola and Pensacola State College for Interruptible Natural Gas Service for Building 21 and 1000 College Boulevard – Approved
6. Contract Amendment with Morette Company, Guaranteed Maximum Price for Truck Driving Facility – Approved

**President’s Time**

Dr. Meadows provided Trustees with an updated copy of the Budget for the proposed Charter Academy and explained the change to the budget. He noted that Trustees have had workshops on the proposed academy and have been provided with a copy of the application. He stated that if Trustees have no further questions about the application and the application process, he recommends that the Board give approval. There being no further discussion, Mr. Dawson moved for approval, and Dr. Tippett seconded the motion which passed unanimously. The application will now be sent to the Escambia School District Board for their approval.

**Chair’s Time**

There being no further business, Ms. Moore adjourned the meeting at 10:40 a.m.

Approved   X  

Date   10/19/2021  

  
Pat Crews, Reporting

  
Chair, Board of Trustees

  
President