



## PENSACOLA STATE COLLEGE

### **District Board of Trustees Meeting April 19, 2022 Milton Campus, Bldg. 4900, Room 4902**

#### **Board Workshop**

Dean Jennifer Hill Faron, welcomed Trustees to the Milton Campus and spoke about the programs and activities on the Milton Campus. She then introduced Dr. Wesley Wood, Center Director for the University of Florida's West Florida Research and Education Center. Dr. Woods spoke about the partnership with PSC and the programs they offer.

Dr. Spicer announced that Ms. Hill Faron will receive her doctorate degree in May, and the Board congratulated her.

#### **Board Meeting**

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

Absent: Ms. Carol Carlan, Mr. Kevin Lacz, Mr. Julian MacQueen

#### **1. Call to Order**

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

#### **2. Recognitions**

Dr. Meadows thanked Ms. Jennifer Hill Faron and the Milton Campus Outdoor Club for the Refreshments.

Dr. Spicer introduced the Academy of Teaching Excellence recipients (participating via Zoom). The Teaching Excellence recipients are Dr. Stephen Gottschalk, Natural Sciences; Dr. Alex Ledgerwood, English and Communications; Lauren Rogers, Natural Sciences; and Dr. Brian Ward, Business.

David Alexander, Adult Education received the adjunct faculty award, and Robert Thead received the Outstanding New Faculty Member Award.

Each of the recipients told trustees about their self. Trustees congratulated them on their achievements.

#### **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

#### **3. DSO Reports**

Alumni Affairs – (Full report provided in Board packets.) Ms. Hailey Lotz reported that the

Distinguished Alumni Awards, previously scheduled for May 7, has been moved to June 11. There will be five individuals receiving an award at the event. She extended thanks to Chair Moore for her donation to the upcoming Athletics Sports Banquet on April 21.

Ms. Moore remarked that she was surprised and very happy when she attended a fundraising carnival event at her grandchild's school, A.K. Suter Elementary. She stated that the women's basketball team and men's baseball team were manning the games and booths. She extended thanks to Ms. Lotz, Athletic Director Bryan Lewallyn, the many student athletes who helped at the school's event.

WSRE – (Full report provided in Board packets.)

PSC Foundation – (Full report provided in Board packets). Ms. Krieger reminded Trustees of the Capital Campaign Celebration on April 20, at 4 p.m., in the Lamar Studio Gallery. She stated that there were over 1,300 donations with more than \$1.3 M coming from the Board of Governors and Emeritus Governors. The campaign exceeded its goal. She also reminded Trustees of the upcoming Big Break fundraiser.

#### **4. Consent Agenda**

There being no request to remove any items from the Consent Agenda, Ms. Moore called for a motion to approve the Consent Agenda Items. Mr. Moore moved for approval, and Mr. Dawson seconded the motion which passed unanimously.

##### 4.2 Facilities

- a. Change Order #005 – Morette Company – Truck Driving Training Facility - Pensacola Campus – DEDUCT (\$28,372.70) – Owner Direct Purchase of Construction Materials and Sales Tax Savings
- b. Change Order #003 – Morette Company – Baars Building Phase II, Pensacola Campus – DEDUCT (\$1,498,025.58) – Owner Direct Purchase of Construction Materials and Sales Tax Savings

##### 4.3 Finance

- a. Budget Amendment – Unexpended Plant Fund Capital Outlay
- b. Grant Pursuits
  - Carl D. Perkins, Career and Technical Education Postsecondary Programs, Section 132
  - Adult General Education (AGE)
  - Integrated English Literacy and Civics Education (IELCE) (Escambia County)
  - Integrated English Literacy and Civics Education (IELCE) (Santa Rosa County)
  - Grants to Reduce Domestic Violence, Dating Violence, Sexual Assault and Stalking on Campus Program
- c. Permission to Sell Items – Facilities Use Request – Juneteenth Celebration – June 2022

##### 4.4 Human Resources

- a. Reclassify the current funded and filled nine-month faculty position to 11-month faculty position, effective May 11, 2022. (Academic and Student Affairs - Allied Health Dental Hygiene)
- b. Reclassify the current funded and unfilled Maintenance Supervisor – Transportation, Career Service Level 6, to Manager, Transportation Professional/Managerial Level 2, retroactive to March 21, 2022. (Facilities, Planning and Construction – Transportation)
- c. Reclassify one vacant and funded Workday Business Analyst at Professional/Managerial Level 2, to Research Analyst Professional Managerial Level 2, (Academic and Student Affairs, Institutional Research and Management Information Systems)
- d. Assign two positions in the Foundation Office to the College's salary schedule with external funding by the Foundation.
  - Accounting Specialist, Career Service Level 5; and
  - Relationship Coordinator (Part-time regular assignment)

#### **5. Action Items**

##### **5.1 Academic and Student Affairs - Approved**

- a. Recommendations for the Awarding of Continuing Contract

Dr. Spicer distributed the list of faculty members being recommended for Continuing Contract. She briefly explained the process and reviewed the lists with Trustees. Following discussion, Mr. Dawson moved for approval, and Mr. Moore seconded the motion which passed unanimously.

- b. Recommendations for the Awarding of Faculty Promotions in Rank (distributed at the meeting)

Dr. Spicer distributed the list of faculty members being recommended for promotion. She briefly explained the process and reviewed the lists with Trustees. Following discussion, Mr. Moore moved for approval, and Mr. Dawson seconded the motion which passed unanimously. Mr. Moore expressed appreciation to Administration and Faculty for coming to an agreement.

- c. 2021 - 2024 Collective Bargaining Agreement

Dr. Spicer reported that the Collective Bargaining Agreement has been approved by the members of the Faculty Association. She gave a summary of the Agreement and answered questions. Mr. Dawson moved for approval, and Mr. Moore seconded the motion which passed unanimously.

## **5.2 Finance**

5.2.1. Budget Amendment – Unrestricted Current Funds to Restricted Funds – Current  
Ms. Kovacs explained that the Budget Amendment is necessary to provide funds for the Charter Academy. After Board approval, it will be sent to Tallahassee for final approval. Dr. Tippet moved for approval, and Mr. Dawson seconded the motion which passed unanimously.

5.2.2. Proposed Policy Changes

- b.1 Change to Board Policy 6Hx20-1.003 – Organization and Operation
- b.2 Change to Board Policy 6Hx20-3.003 – Fee Scholarships and Fee Waivers
- b.3 Change to Board Policy 6Hx20-4.014 – Annual Leave (Vacation Leave)

Ms. Kovacs explained the Board Policy changes and stated that each policy has met the requirements for Rule Development and is now ready for Board approval. Dr. Tippet moved for approval, and Mr. Dawson seconded the motion which passed unanimously.

5.2.3 Proposed Matriculation Fee

Ms. Kovacs explained the reasons for requesting to change the \$30 Application Fee to a \$30 Matriculation Fee. A detailed explanation is included in the Board packets. Following discussion, Dr. Tippet moved for approval, and Mr. Dawson seconded the motion which passed unanimously.

## **5.3 2021-2022 College Annual Equity Report - Approved**

Dr. Lynsey Listau summarized the Annual Equity Report and stated that the report will be sent to Tallahassee after approval by the Board. Mr. Dawson moved to approve the Equity Report, and Mr. Moore seconded the motion which passed unanimously.

## **5.4 General Counsel - Approved**

5.4.1 Lease Agreement between Pensacola State College and Achieve Escambia

5.4.2 Lease Agreement between Pensacola State College and Escambia Children's Trust

Mr. Gilliam explained the changes to the two lease agreements and recommended Board approval. Mr. Moore moved for approval, and Mr. Dawson seconded the motion which passed unanimously.

## 6. Information Items

### 6.1 Academic and Student Affairs

- a. Two fully embedded Technical Certificates to be offered as part of the Associate in Science degree in Electronics Engineering Technology were approved at the March 2022 Curriculum Council Meeting: 1) Basic Electronics Technician (14 credit hours); and Laser and Photonics Technician (12 credit hours).

### 6.2 Facilities

- a. Truck Driver Training Facility – The project is on schedule and within budget. The steel frame is complete and metal panels and insulation is being installed.
- b. Technology Building Phase II – The project is on schedule and within budget. Will start working on and pouring footers. Getting ready for delivery of structural steel package.

### 6.3 Finance

- a. PERT/Late Fee Waivers: February 2022 and March 2022 Human Resources

### 6.4 Human Resources

- a. Human Resources transactions February and March 2022

### 6.5 General Counsel

- a. College Contracts March – April 2022

## 7. President's Report

Dr. Meadows thanked Trustees for attending the PSC2UWF articulation signing and the Teaching Excellence Induction Dinner.

Dr. Meadows called on Dr. Spicer who reported on Student Workday which is now launched and going well.

Dr. Meadows reported that Governor DeSantis signed SB 7044 which relates to accreditation. He explained how it will affect the Florida Colleges.

Dr. Meadows reported that the recent 100 for 100 Campaign scholarship fundraiser raised more than \$15,000 for the African American Endowment Scholarship and Wiggins Scholarship Awards. Thanks to Dr. Rameca Leary for her leadership in this event.

Dr. Meadows stated that at least three Board members are needed to serve on the Charter Academy Board that will meet approximately three times per year. Meetings will take place 30 minutes prior to the regularly scheduled Board workshop on Board meeting dates. Ms. Moore, Mr. Dawson, and Dr. Tippet volunteered to serve on the Board.

Announcements:

- The groundbreaking for Phase II of the Technology Building is tentatively scheduled for June 8, pending availability of the donors.
- Fifty-eight students won local Addy Awards. Of those, six students went on to win District Addy Awards at the gold and silver levels. The two gold winners will move on to the National Competition.
- PSC student publications won numerous awards at the Florida College System Activities Association (FCSAA) Publications Association Annual Conference, held in March.
  - *Kilgore Review* – 8 first place awards; 2 second place awards, 1 third place award
  - *The Corsair* – 2 first place awards; 5 second place awards
  - Student Danny Nguyen – received the Inner Circle award for receiving 3 or more awards
  - April is Florida College System Month. Trustees received a copy of a press release from the Department of Education and a copy of the Resolution from Governor Ron DeSantis in celebration of Florida College Month.

A calendar of upcoming events was distributed.

**8. Chair's Time**

Ms. Moore reminded Trustees of the upcoming GED ceremony, Nursing Pinning, and Graduation which are listed on the calendar of events. She encouraged them to attend.

There being no further business, the meeting was adjourned at 6:45 p.m.

Approved   X  

Date   5/17/2022  

Marjorie J Moore  
Chair, Board of Trustees

Pat Crews  
Pat Crews, Reporting

E. D. Meadows  
President