

PENSACOLA STATE COLLEGE

District Board of Trustees Meeting

October 18, 2022

Warrington Campus, McMillan Auditorium

Board Workshop

In lieu of a Board Workshop, Trustees were given a tour of the Warrington campus facilities and programs.

Board Meeting

Present: Chair Troy Tippett, Mr. Gabe Bullaro, Ms. Carol Carlan, Ms. Margie Moore, Ms. Julie Sheppard, Mr. Gordon Sprague, Mr. Tom Gilliam (General Counsel), Dr. Ed Meadows, and staff.

Absent: Mr. Patrick Dawson, Mr. Kevin Lacz

I. Call to Order

Dr. Tippett called the meeting to order at 5:32 p.m.

II. Introductions

Dr. Meadows introduced Dr. Dusti Sluder, Dean of Health Sciences and thanked her for hosting the meeting. Dean Sluder introduced Dr. Mitzie Sowell, Department Head, Health Sciences, who assisted Dr. Sluder with the campus tour prior to the meeting. Dr. Meadows also thanked Dr. Sluder, Dr. Sowell, and Dawn LeNoir for providing the refreshments.

Dr. Meadows introduced Ms. Mary Hoxeng, a recent recipient of the *Road Less Traveled* Distinguished Alumni Award. Ms. Hoxeng and her husband also established the Dave and Mary Hoxeng Endowed Scholarship for PSC students. In recognition of Ms. Hoxeng's involvement and commitment to the College and the community, the Board honored her with a Resolution and awarded her an Honorary Bachelor of Arts Degree in Humane Letters. Ms. Hoxeng expressed her deep appreciation for the recognition.

Dr. Tippett called on Dr. Douma to give a status report on grants awarded. Following her report, Dr. Tippett congratulated her on her excellent work and asked that a written grants report be included in future Board packets.

III. Agenda

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

IV. Public Comments

None

V. Consent Agenda – Approved

Dr. Tippett requested that the Facilities Report be pulled from the Consent Agenda so that Ms. Bracken may explain the Change Order process to the new Trustees. Following Ms.

Bracken's detailed explanation, Dr. Tippet called for a motion to approve the Consent Agenda. Mr. Sprague moved for approval, and Ms. Carlan seconded the motion which passed unanimously.

A. Academic Affairs – No Consent Items

B. Facilities

1. Change Order #006 – Morette Company – Truck Driving Training Facility, Add \$32, 553.95, Owner Direct Purchase of Construction Material and Sales Tax Savings, Final Reconciliation.
2. Change Order #007 – Morette Company – Technology Building Phase II, Pensacola Campus, Deduct \$282,048.15, Owner Direct Purchase of Construction Materials and Sales Tax Savings, Adds eleven (11) days to contract time due to rain/weather.

C. Finance – No Consent Items

D. Human Resources

1. Change the current funded and vacant Relationship Coordinator, Professional/Managerial Level 2, to Coordinator, Foundation Scholarships and Financial Aid, Career Service Level 5. (Institutional Development) (split-funded)
2. Update job descriptions and titles in Institutional Development:
 - Database Manager to Donor Database and Membership Manager, (same level) at Professional/ Managerial Level 2
 - Donor Relationship Manager to Director, Foundation Scholarships, (same level) Professional/Managerial Level 2
3. Create new titles and job descriptions in Student Affairs:
 - Upgrade one funded and filled Student Services Advisor, Professional/Managerial Level 2 to Coordinator, Advising, Professional/Managerial Level 4
 - Establish a Coordinator, Dual Enrollment, (internal fill), Professional/Managerial Level 4

VI. Action Items

A. Academic and Student Affairs

No Action Items

B. Facilities

No Action Items

C. Finance

Ms. Kovacs reported that Ms. Karen Pope, WSRE-TV Interim Director, and Ms. Laura Shaud, Director, WSRE Business and Administration, attended the Finance Committee meeting prior to the Board meeting and reviewed the audit with the Committee. Ms. Kovacs explained the Audit Review Checklist and recommended Board approval. Dr. Tippet called for a motion for approval. Ms. Moore moved for approval, and Mr. Bullaro seconded the motion which passed unanimously. Dr. Tippet thanked Ms. Kovacs for the “fantastic” job she does for Business Affairs.

1. WSRE TV Foundation, Inc. Audit Review Check List FY Ending - June 30, 2022 – Approved
2. WSRE - Sale of Merchandise and/or Tickets: – Approved
 - a. “Sacred Hart” movie premier, November 5, 2022
 - b. An Evening with Temple Grandin, November 30, 2022
 - c. Bisayan Connection Concert, February 18, 2023

D. Human Resources

No Action Items

E. General Counsel

Mr. Gilliam showed the location and explained in detail the request for granting Florida Power and Light an electrical easement. A copy of the Easement Agreement was provided in the Board packets. After brief discussion, Dr. Tippett called for a motion for approval. Mr. Sprague moved for approval, and Ms. Carlan seconded the motion which passed unanimously.

1. Florida Power and Light Easement – Approved

VII. Information Items

A. Finance

1. PERT/Late Fee Waivers

B. Human Resources

1. Human Resources Personnel Transactions in September 2022.

VIII. President's Time

- Dr. Meadows thanked Dr. Tippett, Ms. Moore, and Mr. Dawson for completing their governance training for the Charter Academy.
- Hurricane Ian Relief - Employees donated needed items such as baby food, cleaning supplies, paper products, etc. and AFC delivered the three pallets of donations to NWFL State College who will then deliver them to our sister institutions in need.
- Pizza with the President – Dr. Meadows and senior staff visited with students on the three campuses and the South Santa Rosa Center. A visit with students at the Century Center is scheduled later in the month.
- Dr. Meadows reported that the Lumberjack Festival on the Milton Campus was a great success with good attendance by the community. Navarre High School took home the overall High School Champion Trophy for the second year in a row.
- Dr. Meadows thanked Ms. Moore and Dr. Tippett for attending the reception for the Presidential Scholarships recipients, the Student Ambassadors, and the Robinson Honors Program officers.
- Volleyball coach, Patti Gandolfo, was named to the UWF Hall of Fame. Coach Gandolfo previously played on UWF's Team and was assistant volleyball coach prior to coming to PSC.
- E-Sport competitions have begun.

Dr. Meadows reviewed the calendar of events with Trustees and highlighted events where participation by Trustees is encouraged.

IX. DSO Reports

Full reports were provided in the Board packets.

- College Foundation: Ms. Krieger announced the upcoming dedication of the Florida Power and Light Non-Profit Center classroom on November 15, at 10 a.m.
- WSRE-TV Foundation: Ms. Pope reported that the Florida Public TV and Radio legislative request for funds would be the same as last year. She also announced that WSRE's "Rally 2022" candidate forum is October 20, at 7 p.m. in the Amos Studio.
- Alumni Association: Report provided in the Board packets.

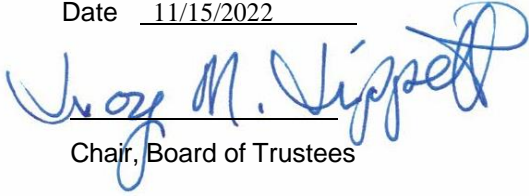
X. Chair's Time

Dr. Tippett requested that Trustees look at the calendar of events and let the President's office which events they plan to attend.

There being no further business, the meeting was adjourned at 7:03 p.m.

Approved X

Date 11/15/2022


Chair, Board of Trustees



Pat Crews, Reporting



President