



## PENSACOLA STATE COLLEGE

**District Board of Trustees Meeting  
October 30, 2023**

**Bear Jones Moore Reeves Math and Advanced Technology Center, Pensacola Campus**

### **Bear Jones Moore Reeves Math and Advanced Technology Center Ribbon Cutting**

Trustees attended the ribbon-cutting ceremony of the Jones Moore Reeves Math and Advanced Technology Center at 9:30 a.m. Following the ceremony, the Trustees had lunch in the Grand Hall located on the 3<sup>rd</sup> floor of the new facility. Following lunch, committees met in the Grand Hall, followed by a meeting of the full Board, also in the Grand Hall.

### **Board Meeting**

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

Absent: Mr. Patrick Dawson, Mr. Kevin Lacz

I. **Call to Order**

Dr. Tippet called the meeting to order at 11:35 a.m.

II. **Recognitions**

Dr. Meadows thanked Morette Company for providing lunch.

III. **Legislative Update**

Dr. Meadows gave the Trustees a copy of the FCS Legislative Budget Requests for the 2024 session and gave an overview of the budget recommendations.

IV. **Agenda**

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

V. **Public Comments**

None

VI. **Information Security Report 7/1/2022-6/30/2023** – Mr. Steve Whiting, Executive Director, Technology

Operations and Information Technology Support presented PSC's Annual Information Security Report as required by the Gramm-Leach-Bliley Act. He explained the report's purpose and provided information related to risk assessment and analysis, employee training and management, third-party service providers, information systems and testing, incidents and responses; and updates and accomplishments.

VII. **Consent Agenda** – Approved

There being no request to remove an item from the consent agenda, Dr. Tippet called for a motion for approval. Ms. Sheppard moved for approval, and Ms. Moore seconded the motion which passed unanimously.

- **Minutes** - September 19, 2023

- **Finance** – no consent items

Ms. Kovacs informed trustees that the five policy changes included in the information items will be brought back to the Board for approval once the legal requirements for notification of policy changes and new policies have been met.

Information Items

1. Budget to Actual as of September 20, 2023
2. Policy Changes
  - a. Policy 6Hx20-3.023 – Student Complaint Logs
3. Grant Report as of September 30, 2023
4. Grant Activity Summary
5. Finance Committee Meeting Minutes – September 2023

- **Academic and Student Affairs** – no consent items

- **Facilities** – no consent items

- **Human Resources**

1. New Position 2023-24 Salary Schedule: School Counselor, Charter Academy, Professional/Managerial, Level 5 (Academic Affairs, Charter Academy, Fund 2)
2. New Position 2023-24 Salary Schedule: Financial Analyst, Professional/Managerial, Level 6, Retroactive to September 16, 2023 (Business Affairs)
3. Change the funded and filled position of Planetarium Specialist, Career Service Level 5 to Professional/Managerial, Level 2, effective January 6, 2024 (Academic Affairs, Instructional Technology)

Information Items

- Personnel Transactions: September 2023

**VIII.**

**Action Items**

**A. Finance**

Ms. Kovacs provided information on each of the action items, answered questions, and stated that the policy changes have met the legal notice requirements and are ready for Board approval. Ms. Moore moved for approval, and Ms. Sheppard seconded, and the motion passed unanimously.

1. Policy Changes - Approved
  - a. Policy 6Hx20-1.006 – Academic Freedom
  - b. Policy 6Hx20-3.001 – Admission Policies
  - c. Policy 6Hx20-3.012 – Standards of Academic Progress
  - d. Policy 6Hx20-3.013 – Residence Classification
  - e. Policy 6Hx20-3.015 – Graduation Requirements – Certificate and Diploma Programs

Ms. Kovacs reported that the RFQ for Architectural Services for the Athletic Complex was published, and three companies were interviewed. Based on the interviews and tabulation scores, it is recommended that the Board grant approval to negotiate a contract Sam Marshall Architects. Ms. Sheppard moved for approval, and Mr. Sprague seconded the motion which passed unanimously.

2. RFQ 2-2023/2024 Architectural Services - Approved

Ms. Kovacs reported that the WSRE Foundation Audit Review Checklist for the year ending 2022-2023, was presented and reviewed at the Finance Committee meeting. With no additional questions, Mr. Sprague moved for approval, and Ms. Sheppard seconded the motion which passed unanimously.

3. WSRE TV Foundation, Inc. DSO Audit Review Checklist - Approved

**B. Academic and Student Affairs**

Dr. Spicer described two new academic programs that received approval by the Curriculum Committee and now need Board approval. Ms. Carlan moved for approval, and Ms. Moore seconded the motion which passed unanimously.

1. Associate in Science in Respiratory Care - Approved
2. Career Certificate in Diesel Maintenance Technician - Approved

**C. Facilities – No Action Items**

## **D. Human Resources – No Action Items**

### **IX. General Counsel**

#### Action Items

Mr. Gilliam stated that the City of Pensacola would like to lease a location on the Pensacola Campus for the City's police officers working in the area to have a safe and secure area to connect to the PPD network to enter reports, etc. Mr. Gilliam stated that the College's public safety area has space available to meet the needs of the PPD and having them on campus would benefit both the College and the public. He outlined the terms of the agreement between the College and the City of Pensacola and recommended Board approval. Ms. Sprague moved for approval, and Ms. Sheppard seconded the motion which passed unanimously.

1. Lease Agreement between PSC and the City of Pensacola – Approved.

### **X. President's Time**

Legislative Report – Mr. Robinson reported on the upcoming Legislative Session and provided Trustees with a handout that outlines the College's top three priorities for funding requests. Dr. Meadows reported on the FCS Council of Presidents funding request and stated that he and Chair Tippet, along with some other College presidents, will be traveling to Tallahassee in November to meet with both the House and Senate Legislators to push the FCS Budget Requests,

#### Action Items

Dr. Meadows asked for the Board to approve a modification in the name reserved for the PSC Softball Field. The Central Credit Union is now named the Loyalty Credit Union, and the request is to modify the name to Loyalty Credit Union Softball Field (or a name agreed upon by both Loyalty Credit Union and PSC). Mr. Sprague moved for approval, and Ms. Moore seconded the motion which passed unanimously.

1. Naming- Change the name reservation for the PSC Softball Field (Pensacola Campus) from the Central Credit Union of Florida Softball Field to Loyalty Credit Union (or as agreed upon by Loyalty Credit Union and PSC) – Approved

Dr. Meadows requested the Board's approval to name the Planetarium Foyer in the Baroco Center for Science & Advanced Technology on the Pensacola Campus the Merry Edenton-Wooten Planetarium Foyer. Dr. Wooten's giving and commitment to the College exceed the board-approved naming opportunities guidelines. Ms. Moore moved for approval, and Ms. Carlan seconded the motion which passed unanimously.

2. Naming – Planetarium Foyer the Merry Edenton-Wooten Planetarium Foyer – Approved

Dr. Meadows discussed the proposed location of the College's Soccer Field. Trustees were provided with a diagram indicating the proposed location. He noted that the College would need to demolish the nearby two vacant homes owned by the Foundation. Ms. Moore commented that it would be a good location for the field. Mr. Sprague moved for approval, and Ms. Moore seconded the motion which passed unanimously.

3. Soccer Field Location – Approved

Dr. Meadows also discussed the proposed location for constructing the Airframe and Mechanics Building on the Pensacola Campus. He provided the Trustees with a diagram showing the proposed location, and he explained why it is no longer feasible to construct the facility at the airport as previously discussed. Ms. Sheppard moved for approval of the new location, and Ms. Moore seconded the motion which passed unanimously.

4. Location of the Proposed Airframe and Mechanics Building - Approved

### **President's Reports and Announcements**

- Dr. Meadows reported on enrollment, which is up 2% in headcount and 10.4% in FTE.
- Dr. Meadows and Dr. Spicer reported that the RN and PN students' pass rates continue to increase and are now above the 80<sup>th</sup> percentile for Florida and National rates.
- On November 4, PSC is virtually hosting the 1<sup>st</sup> Annual Cybersecurity competition for the FCS Colleges. Fourteen colleges are participating.

### **Other**

- Calendar – Trustees received a calendar of upcoming events.

DSO Reports – The Alumni Association and the Foundation provided a detailed written report in the Board packet.

- Alumni Association: On behalf of Ms. Lotz, Dr. Meadows reported that the recent Quail and Pheasant Hunt fundraiser was a big success and the strong participation had a big impact on overall fundraising.
- College Foundation: Ms. Krieger reported that \$145,000 was raised at the recent Day of Clays fundraiser. Mr. Sprague complimented Ms. Krieger and her staff for their work in planning and implementing such a successful event. Ms. Krieger announced that Helen Ihns, a long-time supporter of the College, is now also providing a gift that will provide five full-time scholarships for PSC culinary students.
- WSRE-TV Foundation: Ms. Hubbs gave a report on the WSRE Annual Wine and Food Classic events, which were well attended. She also told Trustees about the upcoming Festival of Trees fundraiser preview party on November 21.

**XI. Chair's Time**

- Dr. Tippett commended Dr. Meadows for the vision and leadership that made the Moore Reeves Math and Advanced Technology Center a reality. He also expressed appreciation to Ms. Diane Bracken for her role as Director of Facilities, Maintenance & Construction.
- There being no other business, the meeting was adjourned at 12:27 p.m.

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

  
Pat Crews, Recording

\_\_\_\_\_  
Chair, Board of Trustees

\_\_\_\_\_  
President