



PENSACOLA STATE COLLEGE

District Board of Trustees Board Meeting Minutes April 22, 2025—Pensacola Campus

Board Workshop

Dr. Erin Spicer and Dr. Brenda Kelly gave a workshop on the Visual Arts Department and introduced Chelsea and Brian Weaver, the Gallery Coordinator and Department Head for Visual Arts.

Board Meeting

Present: Chair Gordon Sprague, Dr. Troy Tippet, Mr. Ed Fleming, Mr. Zackary Smith, Mr. Tom Gilliam, Dr. Ed Meadows, and staff.

I. Call to Order

Chair Sprague called the meeting to order at 5:30 p.m.

II. Introductions/Recognitions

Dr. Meadows thanked AFC for providing the refreshments

Dr. Spicer introduced the Chair of the Academy of Teaching Excellence, Dr. Brian Ward, who made remarks about the Academy. Dr. Meadows then asked each of the inductees to introduce themselves and share their position and department: Ron Atchison, Instructor of Humanities and Science; Rameca Leary, Adjunct Faculty in Business; Marisa Mills, Assistant Professor of English and Communications; Sandy Moore, Instructor of Nursing; Stacey Stewart, Outstanding New Faculty Member; and Robert Thead, Instructor of Humanities and Social Science.

Dr. Meadows explained a Faculty Senate has been established to provide advice administration that are not covered under the collective bargaining agreement. Dr. Spicer reintroduced Dr. Ward as the Chair of the Faculty Senate who shared that bylaws and a purpose statement have been developed and elections took place this Spring.

III. Agenda

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

IV. Public Comments

None

V. Consent Agenda- Approved

Since there was no request to remove an item from the consent agenda, Chair Sprague called for a motion for approval. Mr. Fleming move for approval, and Mr. Smith seconded the motion, which passed unanimously.

- **Minutes**—March 24, 2025
- **Finance**
 1. Acceptance of FYE June 30, 2024 Financial Audit
Information Items:
 1. Budget to Actual Report as of March 31, 2025
 2. Grant Report as of March 31, 2025
- Academic and Student Affairs
Information Items:
 1. Additional Information on Sabbatical Leave for the Upcoming Year
- Facilities
 1. Approve Change Order #001—Panhandle Grading & Paving—PSC Pavement Rehabilitation—Pensacola Campus—Add \$69,196.21—Add for additional asphalt for leveling areas of Lot D, Lot O, and Lot H where the pavement surface is too irregular.
 2. Approve Change Order #002—Panhandle Grading & Paving—PSC Pavement Rehabilitation—Milton Campus—Add \$127,812.73—Add to replace inlet for proper drainage at the lot at Building 4000.
- Human Resources
 1. Change the current funded and filled position of Coordinator, Employee Compensation and Budgets at Professional/Managerial Level 4, to Coordinator, Business Affairs, same level, due to restructuring. (Office of Vice President, Business Affairs)
 2. Change the currently funded and unfilled Executive Assistant at Career Service Level 6, to Senior Executive Assistant, Institutional Development at Professional/Managerial Level 2. (Institutional Development)Information Items:
 1. Human Resources personnel transactions occurring in February and March 2025.

VI. **ACTION ITEMS**

A. Finance

1. Pensacola State College Foundation Audit Review Checklist and Pensacola State College Foundation 2024 Audit Report
Ms. Anita Kovacs explained that Florida Statute requires annual recertification for direct support organizations of the college and that the PSC Foundation have completed the checklist as presented with supporting documents. Ms. Kovacs asked the Board to approve the checklist as presented. Mr. Smith moved for approval, and Dr. Tippet seconded the motion, which passed unanimously.
2. Summer 2025 Lab Fee Change Requests
 - a. STS 1304C—Operating Room Techniques
 - b. Full Cost of Instruction Fee
 Chair Sprague made a motion for discussion which Mr. Smith seconded. Mr. Smith asked to clarify that the reason for the fee change in item b is because it is a new class, which Ms. Kovacs confirmed. Dr. Tippet moved for approval, and Mr. Fleming seconded the motion which passed unanimously.
3. Phase III—Construction Documents—Soccer Complex
Ms. Kovacs presented Phase III construction documents from Sam Marshall Architects and the Morette Company and recommended the documents be approved as presented.
4. Approve Guaranteed Maximum Price (GMP) from Morette Company—Soccer Complex

Ms. Kovacs presented items 3 and 4 together. Dr. Tippettt inquired about why the VE Estimate listed in the estimate provided showed a larger amount than discussed. Ms. Bracken explained the VE Estimate's objective and that this amount is higher because they were able to cut some costs to ensure efficiency. In the interest of transparency, Mr. Flemming disclosed that he has represented the Morette Company in the past. Mr. Fleming moved for approval and Mr. Smith seconded the motion, which passed unanimously.

B. Academic and Student Affairs

1. Faculty Sabbatical Leave for the Upcoming Year

Dr. Spicer presented these two items by directing Trustees to the corresponding handouts. Dr. Tippettt expressed concern that the project detailed in one particular application would conflict with the now-banned DEI initiative and directed this concern to Mr. Gilliam for further clarification. Mr. Gilliam explained that the proposed sabbatical project focuses on the issue of poverty, which is not a classification defined as DEI so long as no one group benefits disproportionately.

Mr. Smith mirrored Dr. Tippettt's concern and noted that while he appreciates that this particular applicant's revisions eliminated much of the problematic rhetoric, he is still concerned that such a project would be more appropriate for someone with a social work background or something similar, whereas the applicant specializes in English. Mr. Smith further explained that he has concerns about if this project would be the best use of the college's resources.

Dr. Meadows referenced a conversation from the March meeting during which the Trustees present decided that, going forward, sabbaticals would have a renewed focus on creating a more qualitative aspect of requirements and guidelines for applications in the future.

Mr. Smith moved to disapprove the Sabbatical request which failed for lack of a second. Mr. Sprague moved to approve the item, which also failed for lack of a second. The item was tabled.

2. Faculty Promotions in Rank

Chair Sprague moved for approval, and Dr. Tippettt seconded the motion, which passed unanimously.

C. Facilities

No Action Items

Ms. Bracken gave the Trustees a status report of current projects at Dr. Meadow' request.

D. Human Resources

No Action Items

VII. General Counsel

Mr. Gilliam presented an amendment to the original agreement for Charter School buses which states that our budget contract is approved by the school district, that the college is responsible for meeting all requirements, and that the school district is not liable.

Dr. Tippettt moved for approval, and Mr. Smith seconded the motion, which passed unanimously.

VIII. President's Time

Dr. Meadows thanked Dr. John Woods and AFC staff for providing refreshments.

Reports and Announcements:

- Announced that Pensacola State College has been designated as a Military Friendly School for the 2025-2026 school year.
- Reported on attending the 2025 PACE Awards along with Chair Sprague and Mr. Fleming.

- Reported that the Earl Peyroux Endowed Scholarship is being looked into in terms of its goals in order to ensure that it does not compete with the Molly McGuire Endowed Scholarship and to strengthen the reputation of the culinary program.
- Dr. Meadows called on Dr. Debbie Douma to give the Trustees an update on college grants. Dr. Douma announced that the college has been awarded its first NSF Grant to support the research of Assistant Professor Dr. Ophelia George.

Calendar

Trustees received the updated calendar of events with highlighted events where Trustees' participation is highly encouraged.

DSO Reports

1. Alumni Association and Athletics – detailed report provided in Board packet
2. Foundation – detailed report provided in Board packet
Ms. Andrea Krieger reported on the statistics reported in the National Study of Colleges and University Business Officers study, all of which were more favorable than the national average. Ms. Krieger then reported on newly established scholarships and endowments and commended the Foundation Board of Governors for their efforts in raising money for scholarships.
3. WSRE
Ms. Jill Hubbs announced new programming: PSC Today, Sports Spotlight, and Learning Curve. Ms. Hubbs then reported on the success of recent events at WSRE and announced upcoming events. Dr. Tippet commended Jill on her efforts to ensure a connection between WSRE and PSC.

IX. Chair's Time

Chair Sprague announced that Chief Deputy Andy Hobbs has been selected as Vice Chair following the departure of Mr. Gabe Bullaro.

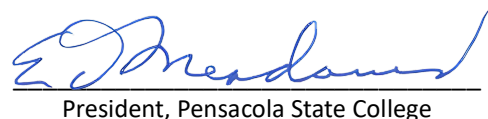
During the Chair's time, Mr. Fleming requested to make a comment regarding the sabbatical application that was discussed and voted on earlier. Mr. Fleming explained that the applicant's goals and interest in using education to pull individuals out of poverty is laudable and inquired if there is a cost-effective way for the applicant to still conduct this research via a different avenue. Dr. Meadows then asked the Board if any member would have an objection to the applicant pursuing the proposed work in another capacity. Chair Sprague explained that the applicant could complete the proposed work in another capacity so long as it does not go through an administrative process, to which the rest of the Board agreed. Mr. Smith noted his appreciation of Mr. Fleming's comments as well as the application's overall goal.

There being no further business the meeting adjourned at 6:31 p.m.

Approved: May 20, 2025
Date

Recorded by: Naleigh Williams


Chair, District Board of Trustees


President, Pensacola State College