



**District Board of Trustees
Board Meeting Minutes
May 20, 2025 – Pensacola Campus**

Board Workshop

Mr. Abe Clark, Director of the Veteran and Military Family Service Center; Dr. John Woods, Director of Veterans Student Support Services; and Mr. Rob Gregg, Project Director for the Veterans Upward Bound Program, each provided an overview of their respective programs. All three directors detailed the specialized service they offer to veteran students, with Mr. Clark noting that his center also supports military family members enrolled at the College.

Board Meeting

Present: Chair Gordon Sprague, Chief Deputy Andy Hobbs, Zach Smith, Dr. Troy Tippet, Mr. Tom Gilliam (General Counsel), Dr. Ed Meadows, and staff.

Absent: Mr. Edward Fleming

I. Call to Order

Chair Sprague called the meeting to order at 5:33 p.m.

II. Introductions/Recognitions

Ms. Andrea Krieger introduced a new staff member, Ms. Cassie Redmyer. Ms. Redmyer is the Director of Philanthropy at the Foundation. Ms. Redmyer told trustees about herself, and they welcomed her to the College.

Dr. Meadows called on Dr. Brenda Kelly to provide an update on the Florida Master Teacher Seminar, now in its 12th year. Dr. Kelly explained that Pensacola State College hosts the four-day seminar, which brings together more than 30 faculty members from across the Florida College System to focus on best practices in teaching and learning. The participants come from a wide range of academic disciplines, and the sessions are led by a team of facilitators, including two from PSC. Dr. Kelly shared how much she enjoys leading the project and how rewarding it is to see the impact it has on participants. At the conclusion of her remarks, Dr. Meadows commended Dr. Kelly for her leadership and the continued success of the seminar.

III. Agenda

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

Approval of Prior Meeting Minutes – It was noted that approval of a naming opportunity was not reflected in the March 24, 2025, minutes. The omitted approval was added back into the official records, and the corrected minutes were unanimously approved.

III. **Public Comments**

None

IV. **Consent Agenda** – Approved

Since there was no request to remove an item from the consent agenda, Chair Sprague called for a motion for approval. Dr. Tippet moved for approval, and Chief Deputy Hobbs seconded the motion, which passed unanimously.

- **Minutes** – April 22, 2025

- **Finance**

- Information Items:

1. Budget to Actual as of April 30, 2025
2. Finance Committee Minutes for April 2025

- **Academic and Student Affairs**

1. Early College/Dual Enrollment Inter-Institutional Articulation Agreement - Escambia County
2. Early College/Dual Enrollment Inter-Institutional Agreement - Santa Rosa County
3. Dual Enrollment Agreement for Home School Students
4. Dual Enrollment Inter-Institutional Articulation Agreement - Alethia Christian Academy
5. Dual Enrollment Inter-Institutional Articulation Agreement - Blessed Star Montessori Christian School
6. Dual Enrollment Inter-Institutional Articulation Agreement - Christian Institute of Arts and Sciences, Inc.
7. Dual Enrollment Inter-Institutional Articulation Agreement - East Hill Christian School, Inc.
8. Dual Enrollment Inter-Institutional Articulation Agreement - Faith Christian Academy
9. Dual Enrollment Inter-Institutional Articulation Agreement - Jubilee Christian Academy
10. Dual Enrollment Inter-Institutional Articulation Agreement - LEAD Academy Classical School
11. Dual Enrollment Inter-Institutional Articulation Agreement - Lighthouse Private Christian Academy, Inc.
12. Dual Enrollment Inter-Institutional Articulation Agreement - Pensacola Catholic High School
13. Dual Enrollment Inter-Institutional Articulation Agreement - Pensacola Private School of Liberal Arts, Inc.
14. Dual Enrollment Inter-Institutional Articulation Agreement - Santa Rosa Christian School
15. Dual Enrollment Inter-Institutional Articulation Agreement - Trinitas Christian School, Inc.
16. Dual Enrollment Inter-Institutional Articulation Agreement - Victory Performing Arts Academy
17. Dual Enrollment Inter-Institutional Articulation Agreement - West Florida Baptist Academy

- **Facilities** – No consent items

- **Human Resources**

1. Convert two currently funded and filled positions in the Library Services department due to restructuring:
 - a. Coordinator, Reader Services, Level 4, Professional/Managerial Salary Schedule, to Director, Library Reader Services, Level 5, Professional/Managerial Salary Schedule
 - b. Coordinator, Library Technical Services, Level 4, Professional/Managerial Salary Schedule, to Director, Library Technical Services, Level 5, Professional/Managerial Salary Schedule, effective May 23, 2025

- Information Items:

1. Human Resources personnel transactions occurring in April 2025

ACTION ITEMS

A. Finance

1. Write-Off Accounts – Approved

Ms. Kovacs discussed the write-off accounts and asked if there were any questions. Mr. Sprague called for a motion for approval. A motion for approval was made by Dr. Tippet, seconded by Mr. Smith, and unanimously approved.

2. 2024-2025 Missing Property List – Approved

Ms. Kovacs reviewed the list with the Trustees and noted that only one item was capitalized. Insurance will not cover the item because it is missing, not damaged. Dr. Tippet moved for approval, and Chief Deputy Hobbs seconded the motion, which passed unanimously.

B. Academic and Student Affairs

No Action Items

C. Facilities

No Action Items

D. Human Resources

No Action Items

V. General Counsel

Information Item

Mr. Tom Gilliam provided an overview of the College's process for participation in the ICE (Immigration and Customs Enforcement Program) 287(g) Program. The process includes first submitting a formal letter of request to ICE to initiate approval for the program. If approved, the College then enters into a formal agreement with ICE. After the agreement is in place, the College nominates an officer for consideration. The College is responsible for the officer's training costs. Officers are given limited authority to assist with certain immigration matters in coordination with ICE.

VI. President's Time

Reports and Announcements

- Dr. Meadows thanked Dr. Tippet for giving the commencement address. He also expressed appreciation to all Trustees for attending the commencement ceremony and to those who attended the Charter Academy Graduation.
- Dr. Meadows reported that a total of 975 students received degrees, diplomas, or certificates this spring semester, with 1,198 awards were conferred. Dual enrollment remains a significant portion of the College's overall enrollment, with 1,641 students enrolled in Fall and 1527 students enrolled in the Spring.
- Dr. Meadows gave an update on efforts to revitalize the LIFT project, a proposed partnership with LIFT Technologies, an advanced manufacturing research group funded primarily by the U.S. Department of Defense. He provided background information on the project and noted that a white paper is currently being developed with PSC, LIFT Technologies, and WestFlorida Economic Alliance, and will be brought to the Board for consideration.
- Dr. Meadows informed the Board about a potential partnership with the YMCA, including hosting 200 teens in a summer leadership program on campus. In return for waived fees, teen volunteers will assist with Kids College. Additional YMCA-led continuing education programs are being considered for the Milton and Warrington campuses. The Warrington facility, previously slated for closure, may reopen for student use under this partnership.
- Dr. Meadows shared that a student from the College's Mechanical Design and Fabrication A.S. program secured an internship with American Magic, and after graduating in May, he is now employed full-time by

American Magic. Dr. Meadows emphasized the importance of strategic partnerships in creating career pathways for students.

- Trustees received the schedule of Board meetings for 2025-2026. A Board retreat is scheduled for the afternoon of November 18, before the regularly scheduled Board meeting. Mr. Sprague will continue to serve as Board Chair, and Chief Andy Hobbs will continue to serve as Vice-chair.
- As requested by Dr. Meadows, Dr. Debbie Douma gave an update on Grants. She reported that the final application for the Training Center has been submitted to Triumph Gulf Coast with the hope that it will be included in the June 17 board agenda. Dr. Meadows added that other initiatives are being considered for Triumph grant funding, including expansion of the Culinary and Beverage Program; a future Health Sciences building at the South Santa Rosa Center, or in Navarre. Dr. Meadows also stated the college is exploring new programs, including Bachelor's degrees in Culinary Arts and Dental Hygiene.
- As requested by Dr. Meadows, Mr. Grover Robinson gave a legislative update. He reported that while the College is well-positioned in both the House and Senate budgets, final decisions are delayed due to broader legislative issues unrelated to education. The funding request for the CTE building remains in the Senate budget, but its outcome is still uncertain. He noted that very little higher education legislation was passed this session, which may allow institutions to maintain stability. The approval of new trustees was a key success. The final state budget is expected by the end of June.

Calendar

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

DSO Reports –

- Alumni Association and Athletics – A detailed report is provided in the board packet.
Ms. Hailey Lotz announced that the recent fishing excursion fundraiser, which supports the Delta Kappa Alpha (DKA) endowed scholarship, nearly doubled the funds raised compared to last year, bringing the scholarship total over \$77,000. She also reported on the annual sports banquet recognizing student athletes, and the naming ceremony for the softball complex, now named Loyalty Field.
- Foundation – A detailed report is provided in the board packet.
Ms. Andrea Krieger encouraged everyone to mark their calendars for July 23 for the “Grapes, Grains, and Graze” event hosted by the Culinary Institute. She mentioned a new scholarship created by a staff member in memory of her husband. She also mentioned the recent submission of a final application to Triumph for the proposed training center. Copies of the Foundation’s 2024 Annual Impact Report were distributed.
- WSRE
Ms. Jill Hubbs gave an update on WSRE’s recent activities and upcoming projects. She also addressed current funding challenges and concerns about possible cuts or elimination of future CPB funding. She stated that discussions are underway both nationally and within Florida PBS stations to prepare for contingency plans. She emphasized that WSRE is ready to adapt and continue serving the community with quality programming. Trustees recommended a Board workshop to learn more about WSRE and PBS. Mr. Smith requested a list of “must-carry” programming that WSRE is required to air, which Ms. Hubbs will provide to Dr. Meadows.

VII. Chair’s Time

Chair Sprague thanked Trustees for attending the graduation ceremony, noting that their presence reflects their strong commitment to the College and our students.

Trustees were assigned to Board Committees as follows:

Finance Committee: Gordon Sprague and Troy Tippet

Academic and Student Affairs: Zach Smith

Facilities: Andy Hobbs and Ed Fleming

There being no further business, the meeting adjourned at 6 50 p.m.

Approved: 6/17/2025
Date

Recorded by:

Pat Crews

M. Spurgeon
Chair, Board of Trustees

E. J. McDonald
President