



District Board of Trustees Meeting Minutes

September 16, 2025, Pensacola Campus, Broxson Hall

Board Workshop: In lieu of the Board workshop, the College hosted a dedication for the third floor of the Bear, Jones, Moore, Reeves Technology Building, which was officially named Broxson Hall in honor of Senator Doug Broxson. The dedication recognized Senator Broxson for his support of PSC and his contributions to the community.

Attendance

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

Absent: Mr. Ed Fleming

I. Call to Order

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

II. Introductions/Recognitions

Dr. Meadows called on Dr. Ken Phillips, Department Head for Performing Arts, to recognize students in attendance who have been named to the Florida College System All-Academic Team. Students named to the Academic Team have demonstrated excellence in academics, leadership, and community service. Dr. Phillips was accompanied by eight of the ten students who had been named to the team. Each of them introduced themselves and shared their future plans. Dr. Phillips also highlighted upcoming events and performances in the Performing Arts program. The Board congratulated the students on their achievements.

Dr. Meadows recognized Ms. Diane Bracken and announced that FacilitiesNet has awarded Ms. Bracken a 2025 Facility Champions Award. The award recognizes facility managers for their hard work and leadership qualities. Dr. Meadows and Ms. Anita Kovacs expressed their appreciation to Ms. Bracken for her support of the College's business operations and for maintaining the College's facilities in optimal condition. Trustees applauded Ms. Bracken for receiving the award.

III. Approval of Agenda

Chair Sprague called for a motion to approve the agenda. Board member Zack Smith requested discussion and asked that the motion be seconded so he could proceed. Chief Deputy Hobbs seconded the motion. Mr. Smith then requested a change to the August Board Meeting Minutes, stating that the change more accurately reflects what happened at the meeting, and noted that he had additional comments to make later in the meeting. Mr. Smith asked that the August Board Meeting minutes be amended as follows:

- Roman Numeral II Introduction and Recognitions – Change the last sentence to read “Dr. Meadows acknowledged her leadership with Achieve Escambia and welcomed her to PSC.”
- Add the following sentence “Mr. Smith noted that he had seen Ms. Noel appear on WSRE in January 2025.”

The Chair asked for a vote on the amended agenda, which passed unanimously.

IV. Public Comments

None

V. Consent Agenda

Chair Sprague called for a motion to approve the consent agenda. Dr. Tippet moved for approval, Chief Deputy Hobbs seconded, and the motion passed.

A. Finance

No Consent Items

Information Items – Ms. Kovacs reported that the policy revisions are currently in the rule development process and will be brought back to the Board for approval once all legal and procedural requirements have been met. Chief Deputy Hobbs initiated a discussion regarding establishing a policy on how often policies and procedures should be reviewed. Trustees and Administration exchanged views on the current practice. Dr. Meadows and Ms. Kovacs reported that the college has been reviewing policies and procedures every 5 years, but indicated that reviews could occur more frequently if needed.

Action: Following the discussion, the Board approved the following motion: Chief Deputy Hobbs moved that policies and procedures be reviewed every 3-5 years. Mr. Smith seconded the motion, and the motion passed.

1) Policy Revisions:

- a. 6Hx20-3.003 Fee Scholarships and Fee Waivers
- b. 6Hx20-4.008 Continuing Contracts

2) Budget to Actual for the Period Ending August 31, 2025

3) August 2025 Finance Committee Minutes

Academic & Student Affairs

No Consent Items

Facilities

- 1) Change Order #003, Panhandle Grading & Paving, Inc., Pavement on Milton Campus, add \$10,725.00 for modifications to structures and pipe grade to eliminate conflict between stormwater drainage pipe and sanitary sewer force main.
- 2) Change Order #002, Panhandle Grading & Paving, Inc., Pavement, Pensacola Campus Group 1 & 2, add \$86,123.60 to replace ADA parking signs, paint ADA parking spaces, and add crosswalks to correct ADA inspection findings.
- 3) Change Order #003, Site & Utility, LLC, Pavement on Warrington Campus, add \$90,536.00 to replace ADA parking signs, paint ADA parking spaces, add crosswalks to correct ADA inspection findings, paint campus curbs for parking information, and replace pavement in Parking Lot E.

Human Resources

No Consent Items

Information Item

- 1) Human Resources transactions occurring in August 2025.

VI. Action Items

A. Finance

- 1) Fund Balance Carry Forward Spending Plan - Approved
Ms. Kovacs reminded the Board that Statute requires that the College submit a spending plan showing how excess carry-forward funds will be used. Trustees received a copy of the spending plan, which Ms. Kovacs reviewed with the Board, explaining the statutory requirements, spending details, and recommended reserve levels. Chief Deputy Hobbs moved for approval, Dr. Tippettt seconded, and the motion passed.
- 2) FY 2024-2025 Asset Additions and Deletions - Approved
Ms. Kovacs presented the required annual update of capital and non-capital asset inventories, noting more additions than deletions. Items designated for disposal will be sold primarily through a local auctioneer; higher-value items may be auctioned individually online, and electronics are recycled separately. After discussion, Chief Deputy Hobbs moved for approval, Dr. Tippettt seconded, and the motion passed.
- 3) Diesel Mechanics GMP Project – Approved
Ms. Kovacs presented two items related to the diesel mechanics facility. She noted that both items had been discussed in detail at the Finance Committee meeting prior to the Board meeting. She reminded the Board that they had previously approved the architect, Grace Hebert Curtis Architects, and the construction manager, Hanto & Clarke General Contractors. The detailed construction plans were available for review and discussion at the Board meeting.
 - a. Phase III – Construction Documents, Diesel Mechanics Facility – Approved

Note: In November 2023, the Board approved the architectural firm of Grace Hebert Curtis Architects. Mr. Smith moved for approval of Phase III construction documents as presented. Dr. Tippet seconded the motion, and the motion passed.

- b. Guaranteed Maximum Price (GMP) from Hanto & Clarke General Contractors – Diesel Mechanic Facility – Approved

Note: In August 2024, the Board granted authority to enter into a contract with Hanto & Clarke. Mr. Smith moved to approve the Guaranteed Maximum Price (GMP) contract in the amount of \$5,753,822. Dr. Tippet seconded the motion and the motion passed.

- 4) Aviation Airframe & Powerplant Mechanic Facility Construction Contract - Approved
Ms. Kovacs presented a proposed contract with the Morette Company to initiate the development of a Guaranteed Maximum Price (GMP) contract for the construction of the Aviation Airframe & Powerplant facility. She stated that the proposed project is expected to cost approximately \$16.5 million. She recommended that the Board approve the initial contract so that work on the GMP contract can begin. Dr. Tippet moved for approval, and Chief Deputy Hobbs seconded the motion; the motion passed.

B. Academic and Student Affairs – No Action Items

C. Facilities – No Action Items

D. Human Resources – No Action Items

VII. General Counsel – No Report

VIII. President's Time

Action: Proposed 2026 Legislative Requests – Approved

Dr. Meadows spoke about the College's 2026 legislative funding requests for the upcoming legislative session. The request for 2026 includes: 1) \$14 million to add Health Science and Nursing programs at the South Santa Rosa Center; and 2) \$500,000 for expanding military and veterans service centers at all PSC campuses. Dr. Meadows requested the Trustees' support for these legislative priorities, enabling the College to advocate for funding during the upcoming legislative session. Mr. Smith moved to support the 2026 Legislative Requests, and Dr. Tippet seconded the motion, which passed unanimously.

Action: Veterans Support Center at Milton Campus – Approved

Dr. Meadows reported that he recently met with Representative Michelle Salzman, who shared her desire to create a one-stop center on the Milton Campus to serve active military members, veterans, and their dependents. A centralized location would make resources more accessible and coordinated for these groups. He stated that space is available on the Milton Campus, which will include a reception area, three offices, and a conference room. Representative Salzman has secured funding to provide two part-time staff members, and the center will

operate through a 501(c)(3) nonprofit partnership. Board members expressed support for establishing the center. Chief Deputy Hobbs moved for approval, Mr. Smith seconded the motion, and the motion passed.

Action: WSRE Transition Plan – Approved

a. Termination of PBS Affiliation

Dr. Meadows introduced a plan to transition from the current PBS affiliation to a new public network called ECHO-TV (Education, Community, Health, and Opportunity), which would allow the college greater control over programming and reduce overall operating costs by about half. He explained that the WSRE Foundation raises about \$660,000 annually to support the station, which covers only part of its expenses. Under the proposed plan, WSRE would still require \$900,000 in annual support from the College, in addition to insurance and utilities. Income generated through the use of WSRE's facilities for production services and other outside contracts is estimated to be \$250,000 annually. Dr. Meadows also recommended using all available grant funds for WSRE during the transition. Board members requested clearer information on WSRE's financial structure, including how much the college currently contributes and what costs would remain under the new plan.

Chief Deputy Hobbs expressed concerns about free public access to children's programs and community events such as Be My Neighbor Day. Mr. Smith expressed his concern with ECHO being a new public network with a limited online presence. He requested more information about the company and confirmation that it would be a sustainable path forward.

Upon concluding the discussions, Dr. Meadows recommended formally terminating the affiliation with PBS, effective June 30, 2026, and pursuing a transition plan to ECHO-TV. Mr. Smith moved to approve the recommendation, and Dr. Tippettt seconded the motion. Chief Deputy Hobbs voted no. The motion carried by a majority.

- b. Decertify the WSRE Foundation as a Direct Support Organization of the College;
- c. Begin the process of reducing select positions that support the WSRE Foundation by December 2025;
- d. End fundraising activities of the WSRE Foundation by December 2025; and
- e. Optimize all available grant funding to support WSRE during the transition.

Dr. Meadows addressed the future of the WSRE Foundation, noting that the Foundation is unable to raise sufficient funds to sustain WSRE due to the loss of federal and state funding. He recommended decertifying the WSRE Foundation as a direct support organization and requesting the Foundation to transfer its assets to the Pensacola State College Foundation with the intent of using the funds to continue community outreach and maintenance support of the Amos Studio. Additionally, fundraising activities of the WSRE Foundation would end by December 2025, and the College would begin the process of reducing select positions that support the WSRE Foundation. Dr. Meadows also stated that the College would optimize all available grant funding to support WSRE during the transition.

Board members questioned whether WSRE's traditional community events, such as the Wine and Food Classic, would continue. They also questioned what would happen to the staff. Ms. Karen Pope addressed the Board to explain how staffing would be affected. She identified positions likely to be affected and stated that Human Resources is working with administrators to find alternative jobs at the College for them, where possible. Dr. Meadows stated that the College is fully committed to helping affected WSRE employees transition into other open positions at the College. He emphasized the College's intent to retain talent and minimize disruption to staff and their families.

Following the discussion, Dr. Tippet moved to decertify the WSRE Foundation and recommended transferring its assets to the Pensacola State College Foundation and proceeding with the transition plan. Mr. Smith seconded the motion, and the motion passed unanimously.

Dr. Meadows noted that although the Board voted to decertify the WSRE Foundation as a DSO, the Foundation is an independent nonprofit and retains the legal authority to direct or transfer its assets, including the option to affiliate with another 501(c)(3) organization, regardless of the recommendation to transfer its assets to the College Foundation.

Action: Facility Use Policy Review – Amos Performance Studio and Other Campus Facilities

Following discussions on WSRE, Mr. Smith proposed that the general counsel, Mr. Braden Ball, review the facility use and rental policies for the Amos Studio, as well as campus-wide facilities, to ensure clear and consistent policies and procedures. Chief Deputy Hobbs seconded the recommendation, which passed unanimously.

Chair Sprague commended Dr. Meadows for his vision and leadership in developing the WSRE transition plan and expressed his support for continuing the planning process.

Announcements/Reports

- Dr. Meadows recognized Dr. Debbie Douma, who reported that the College was awarded a \$445,000 National Science Foundation Advanced Technology Education (ATE) grant for the project "Creative Design Thinking: Automation and Manufacturing of Precision Systems." The project is a multidisciplinary initiative led by Mr. Mike Listau. The project includes industry collaboration with employer partners. The Board applauded Dr. Douma and congratulated the team for securing the award.
- Dr. Douma also reported that Triumph Gulf Coast awarded PSC \$3.25 million for the renovation of the Workforce Education Training Building. She also noted that the College received additional Perkins Grant funding for career and technical education initiatives.
- Dr. Meadows thanked Trustees for attending the ribbon cutting of the Doug V. Broxson PSC Charter Academy facility.

- Dr. Meadows informed Trustees that he received a letter from Chancellor Hebda regarding the College's required annual baccalaureate program report. The letter included positive feedback on the strength and compliance of PSC's bachelor's degree program and its success in meeting workforce needs.
- Trustees received a calendar of upcoming events and were reminded of the Trustee Fly-in, November 4-5, in Tallahassee.

DSO Reports

Alumni and Athletics (written report included in Board meeting packet) – Ms. Hailey Lotz reported on upcoming alumni and athletics activities, highlighting the Pirate Experience on September 17, the Alumni and Friends Fall Social on October 2, and the Quail Hunt and Pheasant Shoot on October 31 and November 1. She reported that student athletes contributed more than 2,000 volunteer hours, supporting 32 community events, over the past academic year.

College Foundation (written report included in Board meeting packet) – Ms. Andrea Krieger provided updates on recent and upcoming foundation activities. She highlighted a new initiative where the Foundation Board of Governors will hold two meetings each year at various campuses and centers, providing an opportunity for attendees to tour the facilities and academic programs. Community leaders and partners will also be invited to attend the tours. Ms. Krieger stated that this initiative will showcase PSC's programs and facilities and build stronger connections with potential donors and supporters.

WSRE – (written report included in the Board meeting packet) – Ms. Jill Hubbs reported on the successful August 16 Open House. She highlighted upcoming community events and local programming. She also announced that in celebration of the 250th anniversary of the signing of the Declaration of Independence, WSRE will host a preview screening of "The American Revolution" documentary in the Amos Studio on October 21.

IX. Chair's Time

Chair Sprague reported on the recent formation of the Council of Trustees, a newly established body comprising trustees representing the Florida College System. Mr. Sprague stated that the mission of the Council is to foster collaborative communication among trustees statewide, thereby advancing student success, institutional excellence, and system-wide improvement. He emphasized that the Council is not a lobbying organization but rather a supportive group that works closely with Florida's college presidents and their initiatives. Mr. Bill Kramer, Chair of the Gulf Coast State College Board of Trustees, will serve as Chair, and Mr. Sprague will serve as Vice Chair of the Council.

- Mr. Sprague initiated a conversation about reducing the size of the Board meeting packets. He noted that the supporting documents for certain agenda items, such as contracts for

major projects like the diesel mechanics and aviation facilities, contain many pages of technical information that might be unnecessary. He proposed that future Board packets include an executive summary or cover sheet that outlines key points. He suggested that the full supporting documents would be available electronically for any Trustee who wished to review them in detail. The Trustees agreed and decided that executive summaries would be provided in the printed packets, and the full supporting documents would be made available electronically.

Chair Sprague asked if there were any further comments for the good of the order. Mr. Smith commented on a few matters.

- Mr. Smith addressed the Board, acknowledging Dr. Meadows' contributions to the College while noting that actions required by Statute had not been completed until brought to the administration's attention, and expressed concern about administrative follow-through on required items.
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- Mr. Smith also referred to Achieve Escambia, an organization with which the College has collaborated, and noted that its materials previously included language referencing diversity, equity, and inclusion (DEI). Mr. Smith expressed appreciation to Dr. Meadows, which resulted in the removal of the DEI language from the Achieve Escambia website.
- Mr. Smith also referenced PSC's new Executive Director of Corporate Training and Continuing Education, noting her previous role as Executive Director of Achieve Escambia, and her appearance on WSRE. He expressed concerns that certain comments during the appearance, along with previous associated materials related to Achieve Escambia, are inconsistent with the College's policies and values. Mr. Smith emphasized the importance of providing training and guidance to new employees to ensure they understand the College's policies and expectations. Dr. Meadows responded that the College would ensure appropriate training and oversight for staff.

X. Adjournment

Chair Sprague asked if there were any additional comments or discussion. There being none, the meeting was adjourned at 7:33 p.m.

Approved: October 19, 2025

Recorded by: Pat Crews


Chair, Board of Trustees


President