



**Pensacola State College  
District Board of Trustees Meeting Minutes  
August 18, 2020  
Pensacola Campus**

**Board Workshop**

Dr. Meadows provided information and led discussion with the Board on several topics including the results of the President's Annual Performance Evaluation, an update on personnel, and opening of the College's facilities such as the pool and track. Additionally, Dr. Spicer gave an update on enrollment.

Dr. Meadows also reported on the graduation and pinning ceremonies and thanked Mr. Woll for giving remarks at the pinning and graduation ceremonies and assisting with handing out diplomas at graduation.

**Board Meeting**

Present: Chair Herb Woll, Mr. Patrick Dawson, Mr. Kevin Lacz, Mr. Ed Moore, Ms. Margie Moore, Mr. Tom Gilliam (General Counsel), Dr. Ed Meadows, and staff. Note: Mr. Dawson, Mr. Moore, and Ms. Moore attended via Zoom

Absent: Ms. Carol Carlan

**Call to Order**

Mr. Woll called the meeting to order at 5:30 p.m.

**Introductions/Recognitions**

Dr. Meadows thanked Ms. Melonie Miner and AFC for providing refreshments.

**Minutes**

Mr. Woll called for a motion to approve the minutes of the June 16, 2020, Board meeting. Mr. Dawson moved for approval, and Mr. Moore seconded the motion which passed unanimously.

**Agenda**

Mr. Woll called for a motion to approve the agenda. Mr. Lacz moved for approval, and Mr. Dawson seconded the motion which passed unanimously.

**Public Comments**

None

**DSO Reports**

Alumni Affairs - (Full report provided in Board packets). Dr. Meadows stated that Ms. Patrice Whitten is retiring the end of August but will continue operating the Alumni Affairs office on a part-time basis as a Kelly employee.

WSRE - (Full report provided in Board packets) Jill Hubbs reported on Rally 2020 that was broadcast July 30 and 31 on WSRE.

PSC Foundation - (Full report provided in Board packets). Ms. Krieger noted that this year's Holiday Experience is canceled due to COVID. The Day of Clays Fundraiser scheduled in October is still on the calendar.

### **Academic and Student Affairs**

No report.

### **Facilities**

Ms. Bracken presented the Annual Comprehensive Safety Report. There were thirty-nine minor deficiencies across all campuses and centers which is a reduction from last year. There were no noted deficiencies at the Century Center and the South Santa Rosa Center. The deficiencies are being corrected. Mr. Woll called for a motion for approval of the Safety Report. Mr. Lacz moved for approval, and Ms. Moore seconded the motion which passed unanimously.

1. Annual Comprehensive Safety Report -Approved

### **Finance**

Ms. Emond presented the Finance action items. She explained in detail the changes to the College's 2020-2021 Operating Budget resulting from the Governor's cutting the State's budget due to the economic downturn caused by COVID-19. Ms. Emond also answered Trustees' questions related to Item 4: Charge Off Accounts.

Mr. Woll called for a motion to approve Items 1 and 2 as presented. Mr. Dawson moved for approval, and Mr. Lacz seconded the motion which passed unanimously.

Mr. Woll called for a motion to approve Item 3 a, b, and c. Mr. Moore moved for approval, and Mr. Dawson seconded the motion which passed unanimously.

Mr. Woll called for a motion to approve Item 4. Mr. Lacz moved for approval, and Ms. Moore seconded the motion which passed unanimously.

Mr. Woll called for a motion to approve Item 5. Mr. Moore moved for approval, and Mr. Dawson seconded the motion which passed unanimously.

Mr. Woll called for a motion to approve Item 6. Mr. Lacz moved for approval and Ms. Moore seconded the motion which passed unanimously.

Mr. Woll called for a motion to approve Item 7. Mr. Dawson moved for approval and Ms. Moore seconded the motion which passed unanimously.

1. Budget Amendments -Approved
2. Property Deletions -Approved
3. Fees -Approved
  - a. Full Cost of Instruction
  - b. Testing Fees
  - c. Fee changes for Workforce and Economic Center for Corporate and Professional Development Training with fees over \$500.00
4. Charge Off Accounts as of June 30, 2020 -Approved
5. Policy 6Hx20-1.007 Equal Access/Equal Opportunity -Approved
6. Grant Pursuit -Approved
  - a. Governor's Emergency Education Relief (Geer) Fund under the Coronavirus Aid, Relief and Economic Security (CARES) Act
7. Changes to the College's 2020-2021 Operational Budget -Approved
8. FAIT Request - none

### **Human Resources**

Ms. Henderson presented the Human Resources action items and stated that there are no special contracts. Mr. Woll called for a motion for approval of all items as presented. Ms. Moore moved for

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ppge9al, and Mr. Lacz seconded the motion which passed unanimously.

1. June 2020 and July 2020 Human Resources Reports -Approved
2. Reappointments for the 2020-2021 fiscal year - Approved
  - a. Professional/Managerial Personnel recommended for Annual Contract, Fund 1: Madeline Darowich, Student Services Advisor
  - b. Professional/Managerial Personnel recommended for Annual Contract, Fund 2: Jacqueline Brazile , Student Services Advisor, Title III
3. Special Contracts - None

#### General Counsel

Mr. Gilliam presented the First Amendment to the Tower Site Lease Agreement between PSC and Cumulus Broadcasting LLC. He explained the Amendment in detail and asked if trustees had any questions. There being none, Mr. Woll asked for a motion for approval. Mr. Moore moved for approval and Ms. Moore seconded the motion which passed unanimously.

#### President's Time

**Action Item:** Dr. Meadows explained that each year, the College requests Board approval to serve alcoholic beverages at College functions that historically have served alcoholic beverages. He asked that the Board grant the same approval for the 2020-2021 academic year. Mr. Moore moved for approval, and Ms. Moore seconded the motion, which passed unanimously.

Dr. Meadows extended thanks to Ms. Margie Moore and Bank of America for the \$7,000 grant award to be used for CTE workforce scholarships for students in programs that do not qualify for Pell.

Dr. Meadows called on Dr. Debbie Douma who reported on the \$15,000 FSU NSF ATE partnership grant and the refunding of the Student Support Services and the Veterans Student Support Services TRIO grants.

#### Announcements

- James Fritschie, an adjunct instructor, has been named the 2019 Florida Sports Massage Therapy Association's Therapist of the Year.
- Veterans Upward Bound Academic Coordinator, John Woods, along with Student Veterans and recently volunteered to spend their Saturday landscaping , pressure-washing and organizing storage at the American Legion Post on 12<sup>th</sup> Avenue.

#### Chair's Time

Mr. Woll stated that it is time for a review of the President's Annual Employment Contract. He stated that Dr. Meadows is not asking for any compensation increase but would like a one year extension to his contract. Mr. Lacz made a motion for approval, and Mr. Moore seconded the motion which passed unanimously.

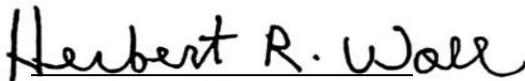
There being no further business, Mr. Woll adjourned the meeting at 6:25 p.m.

Approved \_\_\_\_\_ x \_\_\_\_\_

Date October 20, 2020



Pat Crews, Reporting



Chair, Board of Trustees



President