



Pensacola State College
District Board of Trustees Meeting Minutes
June 18, 2019
Pensacola Campus

Board Workshop

Ms. Gean Ann Emond gave a detailed review and PowerPoint presentation on the proposed 2019-2020 College Budget. She also reviewed the proposed 2019-2020 Salary Schedule.

Board Meeting

Present: Chair Patrick Dawson, Ms. Carol Carlan, Mr. Kevin Lacz, Mr. Herb Woll, Mr. Tom Gilliam (General Counsel), Dr. Ed Meadows, and staff.

Absent: Mr. Ed Moore, Ms. Margie Moore, Mr. Wendell Smith

Call to Order

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

Recognitions

Dr. Meadows thanked Mr. Mike Listau, Ms. Donna Davidson, Ms. Tammy Henderson, and AFC for the refreshments.

Dr. Meadows and the Board presented Athletic Director, Bill Hamilton, with a plaque that preserves the Pensacola New Journal article about the College's recent Athletic Hall of Fame event. Appreciation was extended to Mr. Hamilton and his staff for making the event a big success.

Minutes

Mr. Dawson called for a motion for approval of the minutes of the May 21, 2019, Board meeting. Ms. Carlan moved for approval, and Mr. Lacz seconded the motion which passed unanimously.

Agenda

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

Public Comments

None

Academic and Student Affairs

On behalf of Dr. Spicer, Dr. Kirk Bradley presented the Dual Enrollment Inter-Institutional Agreements. He briefly described the purpose of the Agreements and answered Trustees questions. Mr. Dawson then called for a motion to approve the Agreements. Mr. Lacz moved for approval, and Mr. Woll seconded the motion which passed unanimously.

1. Dual Enrollment Inter-Institutional Articulation Agreements - Approved
 - a. Public School Agreements
 - i. Escambia County
 - ii. Santa Rosa County
 - b. Private Schools in Escambia County
 - i. Alethia Christian Academy
 - ii. Pensacola Catholic High School

- iii. Christian Institute of Arts and Sciences, Inc.
- iv. East Hill Christian School, Inc.
- v. Lighthouse Private School Christian Academy, Inc.
- vi. Pensacola Private School of Liberal Arts, Inc.
- vii. Trinitas Christian School, Inc.
- c. Private Schools in Santa Rosa County
 - i. Santa Rosa Christian School
 - ii. Victory Performing Arts Academy
 - iii. West Florida Baptist Academy
- d. Dual Enrollment Agreement for Home School Education Student

Facilities

Ms. Bracken presented the Capital Improvement Plan Legislative Budget Request for the next five years. She stated that the number one priority is the Baars Building replacement and the number two priority is roadway/parking asphalt improvement/replacement on the Pensacola, Warrington, and Milton campuses. Mr. Dawson called for a motion for approval. Ms. Carlan moved for approval, and Mr. Woll seconded the motion which passed unanimously.

1. FY 2020-2021 through 2024-2025 College Capital Improvement Plan (CIP) – Legislative Budget Request - Approved

Finance

Ms. Emond presented the Finance action items. She noted that Ms. Susan Peaden, Director of Finance and Business Operations, PSC Foundation, attended the Finance Committee meeting and reviewed the audit and checklist with the Committee. Ms. Emond also noted that Item 7a Florida Humanities Series grant pursuit is withdrawn, and Item 7f Triumph Gulf Coast Inc. Trust Fund grant pursuit also includes Diesel Mechanics Lineman Training. The College Budget (Item 4) and the Salary Schedule (Item 6) were reviewed at the Board workshop, prior to the meeting. The Salary Schedule includes the following recommendations for salary increases:

- Full-time Level 5 and above Professional/Managerial and Executive employees will receive a 2% increase to their base salary, effective July 1, 2019.
- Full-time Career Service employees and Level 1 Professional/Managerial employees will receive a 5% increase to their base salary, effective July 1, 2019.
- Full-time Level 2 and Level 3 Professional/Managerial employees will receive a 4% increase to their base salary, effective July 1, 2019.
- Full-time Level 4 Professional Managerial employees will receive a 3% increase to their base salary, effective July 1, 2019.

Mr. Dawson called for a motion to approve the annual budget and the annual salary schedule as presented. Ms. Carlan moved for approval, and Mr. Woll seconded the motion which passed unanimously. Mr. Dawson then called for a motion to approve Item 3 Fees. Mr. Woll moved for approval, and Mr. Lacz seconded the motion which passed unanimously. Mr. Dawson then called for a motion to approve Item 8 Foundation Audit Review Checklist. Ms. Carlan moved for approval, and Mr. Lacz seconded the motion which passed unanimously. Mr. Dawson then called for a motion to approve Items 1, 2, 4, 7, and 9. Mr. Lacz moved for approval, and Mr. Woll seconded the motion which passed unanimously.

1. Budget Amendments - Approved
2. Property Deletions - Approved
3. Fees - Approved
 - a. Lab Fees
 - b. Test Fees
 - c. CWE Courses over \$500
 - d. Request from the Athletic Director to host Summer Baseball Tournaments.
 - e. Permission from the Executive Director, WSRE-TV for vendors to sell tickets and/or merchandise during the below listed events:

Emerald Coast Dance Conservatory	June 8, 2019
Bisayan Connection Concert	November 24, 2019

IMS Expert Services Meeting

December 6, 2019

4. Special Requests - Approved
Permission from the Executive Director, WSRE-TV for alcohol to be served at the IMS Expert Services reception on December 6, 2019.
5. 2019-2020 Annual Budget - Approved
6. 2019-2020 Annual Salary Schedule - Approved
7. Grant Pursuit
 - a. Florida Humanities Series (\$5,000.00) - Withdrawn
 - a. Adult Education and Family Literacy—Adult General (\$189,986.00) - Approved
 - b. Humanities Initiatives at Community Colleges (\$100,000.00) - Approved
 - i) Adult General Education and Family Literacy—English Literacy/Civics Education (\$37,711.00) - Approved
 - c. Carl D. Perkins, Career and Technical Education Postsecondary Programs, Section 132 (\$522,793.00) - Approved
 - i) Triumph Gulf Coast, Inc. Trust Fund – Commercial Driver’s License and Diesel Mechanic Lineman Training (\$2,500,000.00) - Approved
8. Pensacola State Foundation Audit Review Checklist - Approved
9. FAIT Request - Approved
Request for Dr. Zaragoza-Goode matching Grant Program Funds to finance promotional materials and activities for the upcoming Fall 2019-2020 semester (up to \$920).
Request #18-19-04

Human Resources

Ms. Henderson presented the Human Resources report and noted that there are no special contracts. Mr. Dawson called for a motion for approval. Ms. Carlan moved for approval, and Mr. Woll seconded the motion which passed unanimously.

1. Approval of the May 2019, Human Resources Report – Approved
2. Reappointments – Approved
 - a. Executive and Managerial Personnel recommended for Multi-year Contract (2019-2021)
 - b. Professional/Managerial Personnel recommended for Annual Contract, Fund 1 (2019-2020)
 - c. Professional/Managerial Personnel recommended for Annual Contract, Fund 2 (2019-2020)
 - d. Instructional Personnel recommended for Annual Contract (2019-2020)
 - e. Instructional Personnel recommended for Lecturer Contract (2019-2020)
3. Special Contracts - none

Annual Equity Report

On behalf of the College’s Equity Officer, Ms. Lynsey Listau, Mr. Gilliam gave a summary of the College’s 2018-2019 Annual Equity Report, Submission 2 of 2. He noted that the Report will be submitted to the Division of Florida Colleges. Mr. Dawson called for a motion to approve the Equity Report. Ms. Carlan moved for approval, and Mr. Lacz seconded the motion which passed unanimously.

General Counsel

Mr. Gilliam presented the Site Lease Agreement between the Board of Trustees and Powertel/Memphis. He described the location of the site and outlined the Agreement’s terms, and recommended that the Board approve the Agreement. Mr. Woll made a motion to approve the Agreement, and Mr. Lacz seconded the motion which passed unanimously.

1. Site Lease Agreement between the District Board of Trustees and Powertel/Memphis, Inc. – Approved

President’s Time

Dr. Meadows called on Mr. Gilliam to tell Trustees about a request from our FCC attorneys. Mr. Gilliam explained that the “FCC is proposing a new rule that defines a change of 50% of our board members within a period of time as a major change in ownership that triggers a review of our FCC license

or dismissal of a renewal application.” We have been asked to sign a “joint reply to the FCC prepared by our FCC attorneys arguing that volunteer, unpaid trustees of a government entity such as our College are not “owners” and a change in membership of our board should not be deemed a change in ownership.” Mr. Gilliam stated that we would be joining more than “30 other educational institutions in the reply.” Mr. Dawson called for a motion to add the College to the response. Ms. Carlan moved for approval, and Mr. Lacz seconded the motion which passed unanimously.

Dr. Meadows asked that the Board grant approval for the College to serve alcoholic beverages at College functions that historically have served alcohol beverages in the past. Mr. Dawson called for a motion for approval. Mr. Woll moved for approval, and Mr. Lacz seconded the motion which passed unanimously.

Dr. Meadows reminded Trustees that at the last Board meeting, Trustees received a copy of the Co:Lab report for their approval. There being no questions from the Board, he recommended that the Board approve the Report. Mr. Woll made a motion to approve the Report, and Ms. Carlan seconded the motion which passed unanimously.

1. Joint Reply Comments of NCE Television and Radio Licensees – Approved
2. 2019-2020 Request to Serve Alcoholic Beverages – Approved
3. Co:Lab Report - Approved

Dr. Meadows reported that he and Ms. Sandy Ray have a meeting with Senator Broxson and the FDOT to discuss funds needed for the asphalt replacement and improvements on the College’s campuses.

President’s Announcements

- The Luna Art Gallery on Pensacola Beach asked Visual Arts faculty member, Kristen Regan, to organize a group of students to travel to New Orleans to photograph the city for the purpose of creating unique artwork for rooms in the renovated Mercantile Hotel. Guest rooms will also contain a coffee table book of the students’ bio and their art. The Luna Art Gallery then displayed the students’ work and hosted a reception in their honor
- The Milton campus held their annual Summer Job Fair, with 55 employers attending and 236 job seekers. The event received good media coverage.
- The College is hosting the 9th Florida Master Teachers Seminar, July 14-18. Forty faculty members, representing Twenty-three (23) of the twenty-eight (28) Florida colleges are participating.
- District 2 Florida Representative Alex Andrade will be touring the Cosmetology Department and getting a shave on June 26, as part of National Beautician’s Day.

Alumni Association Report – (Full report included in Board materials.)

Chair’s Time

Mr. Dawson called on Ms. Carlan to report on the Nominating Committee’s recommendation for Board officers for 2019-2020. Ms. Carlan recommended that Mr. Herb Woll serve a Board Chair and Ms. Margie Moore serve as Vice-chair. Mr. Dawson called for a motion for approval. Mr. Lacz moved for approval, and Ms. Carlan seconded the motion which passed unanimously.

Mr. Dawson noted that Trustees received a schedule of Board meetings for 2019-2020, and recommended approval of the schedule. Ms. Carlan moved for approval, and Mr. Lacz seconded the motion which passed unanimously.

WSRE Report – (Full report included in the Board materials.) Mr. Culkeen reported that the new Development Director has been hired. He extended thanks to Ms. Tammy Henderson and her staff for their assistance in the hiring process. He also reported that staff member, Brent Burton, was nominated

for the Florida Public Media's Janyth Righter Innovation Award for his work to produce Nightmare Theatre.

Foundation Report – (Full report included in the Board materials.)

There being no further business, Mr. Dawson adjourned the meeting at 6:11 p.m.

Approved X

Amended


Date 8/20/2019



Pat Crews, Reporting



Chair, Board of Trustees



President