



Pensacola State College
District Board of Trustees Meeting Minutes
May 21, 2019
Pensacola Campus

Board Workshop

Dr. Amber Carey gave a presentation on teaching strategies that earned her a nomination and selection as a finalist for the AFC Distinguished Faculty Award. Dr. Vasanth Rmachandran gave a presentation on Virtual Tutoring which earned him the AFC Ernest L. Boyer Award for Excellence in Teaching, Learning, and Technology.

Board Meeting

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

Absent: Mr. Kevin Lacz

Call to Order

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

Recognitions

Dr. Meadows thanked Dr. Debbie Douma, Ms. Lisa Alloway, Ms. Shannon Crawford, and AFC for the refreshments.

Dr. Kirk Bradley introduced this year's Teaching Excellence recipients, who were recently inducted into the Academy of Teaching Excellence: Dr. Burton Beck, Ms. Wendy Carden, Mr. James Jones, Ms. Sara Smith, and Ms. Chandra Wood (adjunct Instructor). These faculty members were recognized for their sustained outstanding teaching practices. Dr. Rameca Leary, the recipient of the Outstanding New Faculty Member award was also recognized. Each of the faculty members talked about what brought them to Pensacola State College. The Board congratulated them on their achievement.

Students selected for the All-Florida Academic Team were recognized: Brianna Smith, Taylor Ruppel, Cherish French, and Christian Weidel. Benny Segovia was also recognized but was unable to attend the meeting.

These PTK students were recognized for their academic achievement, leadership, and service to the community. Each of the students talked about their future educational plans. The Board congratulated the students on their achievements.

Minutes

Mr. Dawson called for a motion for approval of the minutes of the April 16, 2019, Board meeting. Ms. Moore moved for approval, and Mr. Woll seconded the motion which passed unanimously.

Agenda

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

Public Comments

None

Academic and Student Affairs

Dr. Spicer presented the new program request and stated that the 320 clock hour program prepares students for licensure and employment in the trucking industry. Following a brief period of questions and

answers, Mr. Dawson then called for a motion for approval. Mr. Woll moved for approval, and Ms. Moore seconded the motion which passed.

1. New Program – Career Certificate in Commercial Vehicle Driving – Approved

Dr. Meadows expressed appreciation to Mr. Lewis Bear and the Lewis Bear company for their donation of a truck and trailer for the Truck Driving program.

Facilities

Ms. Bracken presented the facilities action item, noting that the cost savings is in construction materials. Mr. Dawson called for a motion for approval. Ms. Moore moved for approval, and Mr. Smith seconded the motion which passed unanimously.

1. Change Order #001- Ajax Building Corporation – Baars Technology Building – Pensacola Campus, Deduct (\$1,512,964.45), Construction Materials.

Finance

Ms. Emond presented the Finance action items, and noted that most of the items on the property deletion list will be sold at the next auction.

Mr. Dawson called for a motion to approve the fees 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 all other items as presented. Mr. Woll moved for approval, and Ms. Moore seconded the motion which passed unanimously.

1. Budget Amendments – Approved
2. Property Deletions – Approved
3. Fees – Approved
 - a. CWE courses over \$500
4. Building 50 Central Plant HVAC/Electrical Renovations, Trane Building Services - Approved
5. FAIT Requests - Approved
 - a. Approval to use Dr. Philip Benjamin Matching Grant Program Funds for the annual subscription to Barron's in the amount of \$239.88.

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

1. Approval of the April 2019, Human Resources Report – Approved
2. New position of Workday Senior Administrative Assistant, Level F, Career Service Salary Schedule - Approved
3. New position of Workday Testing/Training Specialist, Level 1, Professional/Managerial Salary Schedule - Approved
4. Convert position of Campus Facilities Supervisor, Level H, Career Service Salary Schedule, to new position of Maintenance Supervisor, Level H, Career Service Salary Schedule, effective June 1, 2019, based on current employee's retirement on May 31, 2019 - Approved
5. Special Contracts – none

General Counsel

No report.

President's Time

Ms. Sandy Ray gave a brief summary on the Legislative Session and a perspective on funding for Florida colleges in the next legislative session.

Dr. Meadows presented the Retirement Incentive Program, that is open to employees who are full-time as of May 6, 2019, eligible for retirement, and assigned to an academic program the College has elected to eliminate. He provided the following information:

- Participation is voluntary.
- You may sign up for the Program beginning Wednesday, May 29, 2019, through June 11, 2019, in the Human Resources Department.
- Decision to participate in the Program is irrevocable and the employee will be terminated from the College.
- Participant will choose an effective date of termination no later than June 30, 2019.
- Full-time faculty members may choose to terminate at the end of their 164-day contract or their 2019 Guaranteed Summer Contract.
- Participants will receive the following benefit:
 - A one-time incentive payment equal to a percentage of the employee's sick leave balance, so that the regular sick leave payment plus this incentive payment does not exceed 100% of the employee's sick leave balance.
 - To the extent possible, the incentive payment will be handled in a tax-advantaged manner by being placed in the existing Bencor 401(a) Plan and/or an employer sponsored 403(b) Plan.
 - The incentive portion of the payment will not exceed \$50,000.

Mr. Dawson called for a motion to approve the Retirement Incentive Program. Mr. Woll moved for approval, and Mr. Smith seconded the motion which passed unanimously.

Retirement Incentive Program - Approved

Dr. Meadows and Ms. Emond talked about the Florida Legislature's not appropriating any PECO funds in the 2019-2020 budget. As a result, Administration is asking that the Board approve the transfer of up to \$7,000,000 from Fund 1 (Current Fund-unrestricted) to the Unexpended Plant Fund. The transfer of funds will allow the College to purchase the Enterprise Resource Planning System and provide funds for the facilities and infrastructure for the Truck Driver Training Program. It will also provide funds for facilities for the Workforce Education and Recreation and Leisure programs, and funds for maintenance and repair of College facilities. It was noted that the transfer of funds will not bring the current fund balance below 5%. Follow discussion, Mr. Dawson called for a motion to approve the budget amendment. Mr. Woll moved for approval and Ms. Carlan seconded the motion which passed unanimously.

Budget Amendment Request - Approved

Dr. Meadows reminded Trustees that last month they received a copy of the suggested naming opportunities and giving levels for the new Baars Building. The list also contained recommendations for changes to naming opportunities for other classrooms/spaces on the Pensacola and Milton campuses. Trustees were asked to review the list which will be brought back to the Board in May for approval. Dr. Meadows stated that the College is now asking for the Board to approve the naming opportunities. Trustees took time to review the list again, after which time Mr. Dawson called for a motion for approval. Ms. Carlan moved for approval, and Mr. Smith seconded the motion which passed unanimously.

Naming Opportunities – Approved

Dr. Meadows made the following announcements:

- The Veterinary Technology program earned full accreditation from the American Veterinary Medical Association. Sixty (60) students have graduated from the program with a pass rate of 77 percent. The National pass rate for first-time takers is 70 percent.
- U. S. News and World Report has ranked Florida #1 in Higher Education for the 3rd Consecutive Year.
- Our student athletes earned an overall 3.07 GPA for the spring term and an overall 2.93 GPA for the year. Forty-two (42) of student athletes have met the criteria (Completion of 18 credits and 3.0 GPA) for the Florida College System Activities Association's All Academic Team.

- There will be a press conference on May 22 to announce that the College will begin recruiting for the new Ladies Cross Country Team. Ms. Julie Berger will be the team's coach.

Alumni Association Report – (Full report included in Board materials.) Ms. Whitten reported that the Alumni Association is in the process of scheduling another Pheasant and Quail Hunt, and another Fishing Excursion. More information will be forthcoming. Dr. Meadows and Ms. Whitten expressed thanks to Ms. Carlan and Mr. Moore and his wife, Ginger, for attend the Distinguished Alumni Awards event.

Chair's Time

WSRE Report – (Full report included in the Board materials.) Mr. Culkeen reported on the successful Be My Neighbor Day and announced that a grant has been received that will assist WSRE with producing a local documentary on country music. He also commented that the annual Wine & Food Classic will be replaced with a different kind of event this year. The event will take place on October 11, at the DeLuna Winery. More information will be forthcoming.

Foundation Report – (Full report included in the Board materials.) Ms. Krieger reported on the Campaign's Strategy Meeting which was held in late April. She also announced that just under \$30,000 was raised at the 2019 Big Break fundraiser. She extended thanks to Trustee Margie Moore for her role in helping the College receive a grant from the Bank of America Charitable Foundation.


Mr. Dawson appointed Ms. Carlan and Ms. Moore to serve on the Nominating Committee and bring back to the June Board meeting their recommendation for Board Chair and Vice Chair for the 2019-2020 academic year.

There being no further business, Mr. Dawson adjourned the meeting at 6:45 p.m.


Approved X

Amended

Date 6/18/2019


Pat Crews, Reporting


Chair, Board of Trustees


President