



PENSACOLA STATE COLLEGE

District Board of Trustees Meeting

February 22, 2022

4:30 p.m. Board Workshop

Topic: Consent Agenda Discussion

5:00 p.m. Committee Meetings

Finance Committee – Business Affairs Office

Human Resources Committee – Human Resources Office

Facilities Committee – District Conference Room

Academic and Student Affairs Committee – Academic Affairs Office

5:30 p.m. Board Meeting

Board Agenda

- I. Call to Order
- II. Introductions/Recognitions
- III. Approval of the November 16, 2021, Board Meeting Minutes and the November 16, 2021 Board Retreat Minutes
- IV. Approval of the Agenda
- V. Call for Public Comments on Agenda Items
- VI. DSO Reports
 1. Alumni Association Report
 2. PSC Foundation Report
 3. WSRE Report
- VII. Academic and Student Affairs
 - Action Items:
 1. 2022-2023 Academic Calendar
 2. Sabbatical Leave Recommendation

Information Items:

1. The following fully embedded Technical Certificates to be offered as part of a relevant Associate in Science degree were approved as follows:
 - A. November 2021 Curriculum Council Meeting
 - Effective August 2021
 - i. Associate in Science Degree in Accounting Technology
 - a. Technical Certificate in Accounting Technology Operations
 - b. Technical Certificate in Accounting Technology Specialist
 - ii. Associate in Science Degree in Business Entrepreneurship
 - a. Technical Certificate in Business Entrepreneurship Operations
 - iii. Associate in Science Degree in Criminal Justice Technology
 - a. Technical Certificate in Criminal Justice Technology Specialist

B. January 2022 Curriculum Council Meeting

Effective August 2021

- i. Associate in Science Degree in Architectural Design and Construction Technology
 - a. Technical Certificate in Sustainable Design
- ii. Associate in Science Degree in Culinary Management
 - a. Technical Certificate in Chef's Apprentice
 - b. Technical Certificate in Culinary Arts Management Operations
- iii. Associate in Science Degree in Diagnostic Medical Sonography Technology
 - a. Technical Certificate in Diagnostic Medical Sonography Specialist
- iv. Associate in Science Degree in Graphics Technology
 - a. Technical Certificate in Interactive Media Production
 - b. Interactive Media Support
- v. Associate in Science Degree in Health Information Technology
 - a. Healthcare Informatics Specialist
- vi. Associate in Science Degree in Health Services Management
 - a. Health Care Services Specialist

C. February 2022 Curriculum Council Meeting

Effective August 2021

- i. Associate in Science Degree in Engineering Technology
 - a. Technical Certificate in Lean Manufacturing
 - b. Technical Certificate in Mechatronics
 - c. Technical Certificate in Pneumatics, Hydraulics, and Motors for Manufacturing

VIII. Facilities

Action Items:

1. Change Order #002 – Morette Company – Truck Driving Training Facility - Pensacola Campus – DEDUCT (\$710,941.40) – Owner Direct Purchase of Construction Materials and Sales Tax Savings
2. Change Order #003 -Morette Company-Truck Driving Training Facility -Pensacola Campus - DEDUCT (\$120,246.02) -Owner Direct Purchase of Construction Materials and Sales Tax Savings
3. Change Order #004 -Morette Company -Truck Driving Training Facility -Pensacola Campus - DEDUCT (\$135,586.68) -Owner Direct Purchase of Construction Materials and Sales Tax Savings
4. Change Order #001 -Morette Company-Baars Building Phase II, Pensacola Campus - DEDUCT (\$665,669.11)-Owner Direct Purchase of Construction Materials and Sales Tax Savings-Structural Steel Package (-\$1,489,247.80)-Add for Site Package (\$823,578.69) - Cost for removal of loose soils and installation of soil and compaction for Baars Building Phase II site
5. Change Order #002 - Morette Company-Baars Building Phase II, Pensacola Campus - Guaranteed Maximum Price for Building Construction project-will be distributed at meeting

Information Items:

1. Truck Driver Training Facility-The project is on schedule and within budget. Below slab utilities are installed. The slab has been poured. The steel frame is being installed. The loop road asphalt is approximately 2/3 complete. The driving pad preparation is almost complete and ready for concrete.

IX. Finance

Action Items:

1. Fees for Workforce Economic Development Center for Corporate and Professional Development Training
2. Grant Pursuit
 - a. Veterans Upward Bound

- b. Aviation and Airframe and Powerplant (A&P) Program
- c. Charter High School – Dual Enrollment IT/Cyber Labs
- 3. Florida Academic Improvement Trust (FAIT) Requests (open item)
 - a. Request to use Dr. Philips Benjamin Matching Grant Funds in the amount of \$239.88.

Information Items

- 1. Pert/Late Fee Waivers
- 2. Quarterly Fund 1 Budget to Actual Summary
- 3. Quarterly Grants Summary
- 4. Change to Board Policy 6Hx20-1.003 – Organization and Operation
- 5. Change to Board Policy 6Hx20-3.003 – Fee Scholarships and Fee Waivers
- 6. Change to Board Policy 6Hx20-4.014 – Annual Leave (Vacation Leave)
- 7. Change Application Fee

X. Human Resources

Action Items:

- 1. Change the title of the Assistant Department Head, Health Sciences to Clinical Coordinator, Health Sciences, Professional/Managerial Level 5.
- 2. Change of the Patient Simulation Technician, Career Service Level 3, to Simulation and Laboratory Technician, Professional non-exempt Level 1. Eliminate (do not refill) the position of Education Director, Center for Patient Simulation Training, Professional/ Managerial Level 6. (Center for Patient Simulation Training)
- 3. Change the level of the Coordinator, Federal Direct Loans and Default Management position from Managerial non-exempt Level 1, to Professional/Managerial, Level 2. (Financial Aid)
- 4. Change the level of the Coordinator, Scholarships and Financial Aid position, from Professional non-exempt Level 1, to Professional/Managerial, Level 2 and eliminate (do not refill) one vacant Financial Aid Specialist position, Career Service Level 5. (Financial Aid)
- 5. Combine functions and positions of Senior Executive Assistant, Career Service Level 7, with the Coordinator, Legal Services (do not refill), at Professional/ Managerial Level 2, for a new position of Coordinator, Legal Services and Administrative Support Specialist to the Vice President, Professional/Managerial Level 2. (Vice President, Administrative Services and General Counsel)
- 6. Change the position of Manager, Part-time Staffing, Professional/ Managerial Level 2, to Coordinator, HCM Processes and Employee Compensation, Professional/Managerial Level 3. (Human Resources)
- 7. Change the position of Benefits Processing Specialist, Career Service Level 6, to Professional non-exempt Level 1. (Payroll Services)
- 8. Change the title of Coordinator, Student Financial Services, to Assistant Bursar, at Professional/Managerial, Level 4, and eliminate (do not refill) the vacant and funded Administrative Assistant, Career Service Level 3. (Cashier's Office)
- 9. Change the level of the Purchasing Coordinator from Professional non-exempt Level 1, to Professional/Managerial Level 2. Eliminate (do not refill) the vacant and funded Purchasing Specialist, Career Service Level 3. (Purchasing and Auxiliary Services)
- 10. Upgrade two positions of Maintenance Specialist I, Career Service Level 3, to Maintenance Specialist II, Career Service Level 5. Eliminate (do not refill) one vacant funded Maintenance Specialist I, Career Service Level 3.
- 11. Change the vacant and funded Laborer Supervisor, Career Service Level 1, to Truck Driver/Laborer, Career Service Level 1.
- 12. Add additional wording to the 2021-22 Salary Schedule, under "Compensation for Regular/Part-Time,".
- 13. Reclassify the currently funded and filled position of Dean, Grants and Federal Programs, on the Professional/Managerial Salary Schedule at Level 7, to the Executive Salary Schedule at Level 1, with a retroactive date of January 1, 2022, making the employee eligible for participation and contribution to the Special Pay Plan this fiscal year. (President)

14. Reclassify two funded and filled positions of Senior Executive Assistant, on the Career Service Salary Schedule at Level 7, to Professional/Managerial Salary Schedule, at Level 2, retroactive to January 10, 2022. (Business Affairs and Academic and Student Affairs)
15. Convert the currently funded Human Resources Representative, on the Career Service Salary Schedule at Level 4, to a part-time regular position, effective February 21, 2022. (Human Resources)
16. Reclassify the currently funded and filled Senior Administrative Assistant, on the Career Service Salary Schedule at Level 4, to Human Resources Specialist, on the Career Service Salary Schedule, at Level 6, effective February 21, 2022. (Human Resources)
17. Special Contracts (open item)

Information Items

1. Human Resources transactions occurring January 2022, November and December 2021

XI. General Counsel

Information Items

1. College Contracts November/ December 2021 January 2022

XII. President's Time

1. Naming Opportunity- Name the Basketball court on the Pensacola Campus, the Ambersley and Pena Court

XIII. Chair's Time

XIV. Adjournment