



PENSACOLA STATE COLLEGE

District Board of Trustees Meeting February 22, 2022 Pensacola Campus, Usry Board Room

Board Workshop

The workshop was a discussion about moving the Board to a consent agenda. After much discussion, the Board agreed that certain actions items could be moved to a consent agenda with the option to move an item from the consent agenda for further discussion. It was also agreed that 1) the Board would continue to have a workshop prior to each Board meeting; 2) Committees will continue to meet; and 3) the number of Board meetings held each year will remain the same, with no meeting in March, July, and December.

Board Meeting

Present: Chair Margie Moore, Ms. Carol Carlan, Mr. Kevin Lacz, Mr. Ed Moore, Mr. Julian MacQueen, Dr. Troy Tippet, Mr. Tom Gilliam (General Counsel), Dr. Ed Meadows, and staff.

Absent: Mr. Patrick Dawson

Call to Order

Ms. Moore called the meeting to order at 5:30 p.m.

Recognitions

Dr. Meadows thanked Ms. Anita Spicer and AFC for the refreshments.

Minutes

Ms. Moore called for a motion to approve the minutes of the November 16, Board Retreat and the minutes of the November 16, Board meeting. Dr. Tippet moved for approval, and Mr. Lacz seconded the motion which passed unanimously.

Agenda

Ms. Moore called for a motion to approve the agenda. Dr. Tippet moved for approval, and Ms. Carlan seconded the motion which passed unanimously.

Public Comment

Public comment was given.

DSO Reports

Alumni Affairs – (Full report provided in Board packets.) Ms. Hailey Lotz reported on the increase of Endowed Scholarships and the successful Quail Hunt Fundraiser. Dr. Meadows extended thanks to Ms. Lotz, her staff, and the many volunteers for their work behind the scenes to ensure a successful fundraising event.

WSRE – (Full report provided in Board packets.) Ms. Jill Hubbs showed a clip of the new show

“Connecting the Community” hosted by Dr. Rameca Leary.

PSC Foundation – (Full report provided in Board packets). Ms. Krieger extended thanks to Dr. Troy Tippet for establishing the Tippet Family Endowed Teaching Chair in Science and Mathematics. The celebration of the successful Capital Campaign is scheduled on April 20, at 4 p.m., in the Lamar Studio Gallery.

Academic and Student Affairs

Dr. Spicer presented the 2022– 2023 proposed Academic Calendar. Dr Tippet moved for approval, and Mr. Lacz seconded the motion which passed unanimously. Dr. Spicer presented the Sabbatical Leave recommendations for 2022– 2023. Mr. Moore moved for approval, and Ms. Carlan seconded the motion which passed unanimously.

1. 2022– 2023 Academic Calendar – Approved.
2. Sabbatical Leave recommendations – Approved
 - a) Debra Ryals, English and Communications, Half–year Sabbatical, Spring 2023 and Summer 2023B
 - b) Mark Francis, Visual Arts, Full–year Sabbatical, Fall 2022 and Spring 2023

Dr. Spicer provided information about embedded technical certificates recently approved by the Curriculum Committee. The technical certificates will be offered as part of the Associate in Science degree.

Facilities

Ms. Bracken presented the Facilities action items and noted that the Change Orders (Action Items 1,2, and 3) resulted in a total sales tax savings of \$93,800.00 for the truck driving project. She provided Trustees with detailed information on the Morette Company’s Guaranteed Maximum Price for Phase II of the Technology Building (Item 5). Ms. Moore called for a motion to approve all action items. Dr. Tippet moved for approval, and Mr. Moore seconded the motion which passed unanimously.

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 – Approved
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 – Approved
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 – Approved
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 – Approved
5. Change Order #002 – Morette Company, Baars Building Phase II, Pensacola Campus – Guaranteed Maximum Price for Building Construction project – Approved

Ms. Bracken reported on construction progress of the truck driving facility.

Finance

Ms. Kovacs presented the Finance action items. She informed Trustees that the information items in the Board packets include proposed changes to three Board policies (Information Items 4, 5, and 6) The policies will be brought back to the Board for approval in April once legal requirements are met. She also explained Information Item 7, which is a request to change the application fee to a matriculation fee. This will also be brought back to the Board for approval in April once legal requirements are met.

Mr. Moore moved to approve Item 1, and Dr. Tippet seconded the motion which passed unanimously. Dr. Tippet moved to approve Item 2, and Mr. Lacz seconded the motion which passed unanimously. Dr. Tippet moved to approve Item 3 as a 5-year, rather than a 1-year subscription to Baron’s. Motion was

seconded by Ms. Carlan and unanimously approved. Dr. Tippet moved to approve the Facilities Usage requests, and Mr. Moore seconded and the motion which passed unanimously.

1. Approve Fees for Workforce and Economic Development Center for Corporate and Professional Development Training – Approved
2. Grant Pursuits – Approved
 - 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) – Approved for 5-year subscription.
 - a. Request to use Dr. Philips Benjamin Matching Grant Funds in the amount of \$239.88 for a one-year subscription to Barron's. (Trustees approved a 5-year subscription.) – Approved.
4. Facilities Usage – Approved
 - a. Request to co-sponsor with Tate High School the Aggie Classic Baseball Tournament, March 14th and 16th. Gate fees will be charged. Proceeds from the concession stand will go to the PSC baseball program.
 - b. Request for use of the PSC Gym for the Pensacola Sports High School All-Star Games, March 9 and March 10. Tickets will be sold. Proceeds from the concession stand will go to PSC Athletics.

Human Resources

Ms. Henderson presented the Human Resources action items and stated that there are no special contracts. She noted that Actions Items 1–11 and Action Items 13–16 are changes to current positions within the budget and will help meet operational and organizational needs. Item 12 adds additional language related to part– time employee pay rates. Ms. Moore called for motion to approve Items 1– 11 and Items 13–16. Mr. Moore moved for approval, and Ms. Carlan seconded the motion which passed unanimously. Ms. Moore called for a motion to approve Item 12. Mr. Lacz moved for approval, and Dr. Tippet seconded the motion which passed unanimously.

1. Request approval of the position change from Assistant Department Head, Health Sciences to Clinical Coordinator, Health Sciences, Professional/Managerial Level 5. (Health Sciences) – Approved
2. Request approval of the position 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) – Approved
3. Change level of the Coordinator, Federal Direct Loans and Default Management from Professional non–exempt Level 1, to Professional/Managerial, Level 2, (Financial Aid) – Approved
4. Change the level of the Coordinator, Scholarships and Financial Aid, from Professional non– exempt Level 1, to Professional/Managerial, Level 2. Eliminate (do not refill) one vacant Financial Aid Specialist position, Career Service Level 5. (Financial Aid) – Approved
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 title of Coordinator, Legal Services and Senior Executive Assistant to the Vice President. (Vice President, Administrative Services, and General Counsel) – Approved
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) – Approved
7. Change the position of Benefits Processing Specialist, Career Service Level 6, to Professional non–exempt Level 1, (Payroll Services) – Approved
8. Change the position of Coordinator, Student Financial Services, to Assistant Bursar, Professional/Managerial, Level 4. Eliminate (do not refill) the vacant and funded Administrative Assistant, Career Service Level 3. (Cashier's Office) – Approved
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) – Approved

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 – Approved
11. Change the vacant and funded Laborer Supervisor, Career Service Level 1, to Truck Driver/Laborer, Career Service, Level 1 – Approved
12. Add additional wording to the 2021– 22 Salary Schedule, under "Compensation for Regular/Part–Time," page 24 – Approved
13. Reclassify the current funded and filled position of Dean, Grants and Federal Programs, on the Professional/Managerial Salary Schedule, Level 7, to the Executive Salary Schedule, Level 1, retroactive to January 1, 2022, making the employee eligible for participation and contribution to the Special Pay Plan this fiscal year. (President) – Approved
14. Reclassify two funded and filled positions of Senior Executive Assistant, Career Service Salary Schedule, Level 7, to Professional/Managerial Salary Schedule, Level 2, retroactive to January 10, 2022. (Business Affairs and Academic and Student Affairs)
15. Convert the currently funded Human Resources Representative, Career Service Salary Schedule, Level 4, to a part– time regular position, effective February 21, 2022. (Human Resources) – Approved
16. Reclassify the currently funded and filled Senior Administrative Assistant, Career Service Salary Schedule, Level 4, to Human Resources Specialist, Career Service Salary Schedule, Level 6, effective February 21, 2022. (Human Resources) – Approved
17. Special Contracts (Open Item) – None

General Counsel

No report.

President's Time

Dr. Meadows called on Dr. Douma who reported that the College has been awarded a Triumph Grant in the amount of \$11,998,919. The funds will be used for Cybersecurity and IT programs expansion. She also gave an update on other grants received.

Dr. Meadows gave an update on the Legislative Session as it relates to the Florida College System and PSC.

Dr. Meadows reported that:

1. U.S. News and World Reports ranked PSC's RN to BSN program 2nd among the Florida College System Institutions, 5th among all Florida Colleges, and among the TOP 50 in the Nation.
2. Multicultural Job Fair
 - held Feb. 5, on Pensacola Campus
 - partnered with Career Source Escarosa
 - 32 employers plus PSC Veterans Upward Bound, Recruiting, and TRIO.
 - 91 job seekers attended
3. PSC's production of *Something Rotten* received a Superior ranking through the Florida College System Activities Association Theatre Division. Congratulations to Dr. Rodney Whatley and the students.
4. In 2019, PSC's PTK Honor Society chapter, Theta Chi, undertook a service project to help human trafficking survivors attend College. They started the *Transformation Through Education Scholarship* and recently held a fundraiser event that raised over \$2,800 for the scholarship fund. Trustees received the Calendar of Events.

Chair's Time

Ms. Moore reminded Trustees that there is no Board meeting in March. She asked Trustees to review the Calendar of Events and encouraged them to attend the April 5, Teaching Excellence Dinner that recognizes this year's outstanding faculty that will be inducted into the Academy of Teaching Excellence. The Outstanding New Faculty Member of the Year will also be recognized.

Mr. Moore made a motion that the Board officially move to a consent agenda as discussed in the Board Workshop. Dr. Tippett seconded the motion which passed unanimously.

There being no further business, the meeting was adjourned at 6:41 p.m. At 6:55 p.m. the Board went into Executive Session to discuss negotiations with the PSC Faculty Association. The executive Session adjourned at 7:45 p.m.

Approved X

Date 4/19/2022



Chair, Board of Trustees



Pat Crews, Reporting



President