

PENSACOLA STATE COLLEGE

District Board of Trustees Meeting February 20, 2024 Pensacola Campus, Usry Board Room

Board Workshop

Mr. Mike Listau, Dean of Workforce Education, talked about the workforce programs offered, and Mr. Kelby Thornton, Coordinator, Corporate Professional Development, talked about how the College works with businesses and corporations to provide training and learning opportunities to their employees.

Board Meeting

Present: Chair Dr. Troy Tippet, Mr. Gabe Bullaro, Ms. Carol Carlan, Mr. Patrick Dawson, Ms. Margie Moore, Mr. Gordon Sprague (Vice-chair), Mr. Tom Gilliam (General Counsel), Dr. Ed Meadows, and staff.

Absent: Ms. Julie Sheppard

I. Call to Order

Dr. Tippet called the meeting to order at 5:30 p.m.

II. Recognitions/Introductions

Dr. Meadows thanked AFC for providing the refreshments.

Dr. Jeff Wooters and the officers of the Pensacola PTK Chapter talked about PTK and how the Chapter recently received recognition as a 5-Star Chapter. Dr. Wooters was also recognized for having completed the PTK 5-Star Advisor Program.

Dr. Erin Spicer introduced Mr. Bill Emerson, the new Dean of Charter Academies. Mr. Emerson told the Board about himself and his experience in education. The Board welcomed him to PSC.

III. Agenda

Dr. Tippet called for a motion to approve the agenda. Mr. Sprague moved for approval, and Mr. Dawson seconded the motion, which passed unanimously.

IV. Public Comments

None

V. Consent Agenda – Approved

Since there was no request to remove an item from the consent agenda, Dr. Tippet called for a motion for approval. Ms. Moore moved for approval, and Mr. Sprague seconded the motion, which passed unanimously.

- **Minutes** - January 16, 2024

- **Finance**

- Information Items

1. Grants Report as of January 31, 2024
2. Budget to Actual as of January 31, 2024

3. Finance Committee Meeting Minutes, January 16, 2024

- **Academic and Student Affairs**
 1. 2024-2025 Academic Calendar

Information Item

Dr. Spicer reported on enrollment and completion rates.

- **Facilities** – no consent items

- **Human Resources**

1. Convert the funded and unfilled Coordinator, Foundation Scholarships and Financial Aid at Level 5 Career Service to (same title) Level 2 Professional/Managerial. (Salary funded by the Foundation) (Institutional Development)
2. Eliminate two funded and unfilled positions – Admissions Specialist at Level 1 Professional non-exempt and Enrollment Assistant at Level 3 Career Service – to initiate the following change in Academic and Student Affairs:
 - a. Add three positions for internal fills for Coordinator, Admissions (existing job description) at Level 2 Professional/Managerial, [2] Pensacola campus and [1] Milton campus. (Admissions, and Dean, Milton Campus)
3. Use the funding for the unfilled Systems Support Analyst position at Level 6 Professional/Managerial to initiate the following changes in Administrative Services and General Counsel – Technology Operations:
 - a. Add an Administrative Support Specialist position (existing job description) at Level 1 Professional non-exempt. (Technology Operations, Systems Support)
 - b. Convert one funded and filled Systems Support Analyst to a new position of Assistant Director, Systems Support at Level 6 Professional/Managerial. (Technology Operations, Systems Support)
4. Use the funding for the unfilled Coordinator, Restricted Accounting at Level 4 Professional/Managerial to create the new position of Accountant, Restricted Accounting at Level 2 Professional/Managerial. (Business Affairs – Comptroller’s Department)
5. Eliminate and use the funding of the unfilled Special Events and Access Manager position at Level 2 Professional/Managerial in Facilities, Planning and Construction to initiate the following:
 - a. Add two Maintenance Specialist II positions (existing job description) at Level 5 Career Service. (Facilities, Planning and Construction)
 - b. Upgrade one existing Maintenance Specialist I at Level 3 Career Service to Maintenance Specialist II (Warrington campus) (existing job description) at Level 5 Career Service. (Facilities, Planning and Construction)

Information Items

- Personnel Transactions: January 2024

VI. Action Items

A. Finance

Ms. Anita Kovacs stated that the changes to Policy 6Hx20-6.006 and Policy 6Hx20-1.036 have met the legal notice requirement and are ready for Board approval. Mr. Sprague moved for approval of Policy 6Hx20-6.006, and Mr. Dawson seconded, which passed unanimously. Mr. Dawson moved for approval of Policy 6Hx20-1.036, and Ms. Moore seconded the motion, which passed unanimously.

1. Policy Updates - Approved
 - a. Policy 6Hx20-6.006 – Restroom and Changing Facility Use Based on Biological Sex at Birth
 - b. Policy 6Hx20 – 1.036 – Criminal Background Checks/Fingerprinting

B. Academic and Student Affairs

No action items

C. Facilities

No action items

D. Human Resources

No Action Items

VII. General Counsel

Information Item

College Contracts, January 2024.

VIII. President's Time

Action Item

Dr. Meadows talked about the naming guidelines approved by the Board of Trustees. He reported that the Foundation has received from Ms. Jan Miller the required 51% of the \$1,000,000 funds required to name the training and conference center, and he recommended that the Board approve the name as requested. Mr. Sprague moved for approval, and Mr. Dawson seconded the motion, which passed.

1. Request approval to name the planned training and conference center on the Pensacola Campus, the Jan Miller Training and Conference Center – Approved.

During the discussion regarding the naming of the training and conference center, Ms. Moore asked that some consideration be given to clarifying the timing of when the Trustees should be asked to consider naming College spaces and programs. Dr. Meadows asked the Executive Director of Institutional Development to provide the proposed changes to the College's naming guidelines at the next Board meeting.

Reports and Announcements

Dr. Meadows announced that a Statement of Support for inclusion of the FCS employees in the State Group Health Insurance Plan was signed by all 28 Florida College System Presidents and delivered to the House and Senate Leadership.

Other

Calendar – Trustees received a calendar of upcoming events, and Dr. Meadows highlighted events where Trustees' attendance is encouraged.

DSO Reports – Written reports provided in the Board packets.

1. Alumni Association: Ms. Hailey Lotz announced that the Athletics Sports Banquet will take place in April, and invitations will be forthcoming. She gave an update on the basketball season and homecoming.
2. College Foundation: Ms. Andrea Krieger reported on the 3rd annual Earl Peyroux Culinary Scholarship reception and stated that over \$60,000 has been raised in the three years. Ms. Krieger also gave a brief financial report.
3. WSRE-TV Foundation: Ms. Jill Hubbs gave a brief overview of WSRE activities and reminded everyone of the upcoming Be My Neighbor Day on March 16.

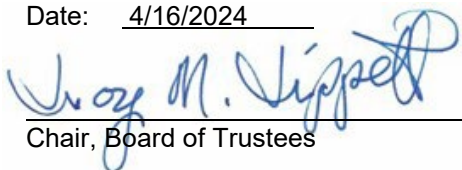
IX. Chair's Time

Dr. Tippett expressed thanks to Dr. Meadows and Senator Broxson for their leadership and efforts to provide FCS employees inclusion in the State's Group Health Insurance Plan.

There being no other business, the meeting was adjourned at 6:42 p.m.

Approved: X

Date: 4/16/2024



 Chair, Board of Trustees



 Pat Crews, Recording



 President