

**STATE BOARD OF EDUCATION**  
**Consent Item**  
February 25, 2015

**SUBJECT:** Approval of Request from Pensacola State College for New Site Designation of the Century Special Purpose Center

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**PROPOSED BOARD ACTION**

For Approval

**AUTHORITY FOR STATE BOARD ACTION**

Section 1001.02(4)(e), Florida Statutes

**EXECUTIVE SUMMARY**

Rule 6A-14.0061, F.A.C., entitled "Campus, Center, Special Purpose Center and Instructional Site Designations" provides that the State Board of Education review and recommend for or against the establishment of campuses, centers and special purpose centers. To obtain State support, the facilities must be designated a campus, center or special purpose center. Based on the documentation presented by the college, all the criteria stipulated in Rule 6A-14.0061 are satisfied. Century is located at the north end of Escambia County and is a small, rural, economically distressed area. The college has operated an instructional site in Century since 2012, and is requesting a special purpose center site designation to be able to request state support for operating expenses to continue to provide access to higher education for these Florida residents.

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**Supporting Documentation Included:** Letter and proposal requesting Site Designation Approval for the Century Special Purpose Center; Minutes of Board of Trustees meeting on September 16, 2014 approving the new site designation request; and Rule 6A-14.0061, F.A.C.

**Facilitator:** Kathy Hebda, Interim Chancellor, Florida College System



# PENSACOLA STATE COLLEGE

Office of the President

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October 14, 2014



Mr. Randall W. Hanna, Chancellor  
Division of Florida Colleges  
Department of Education  
325 West Gaines Street, Room 1544  
Tallahassee, Florida 32399-0400

Subject: Pensacola State College – Request Site Designation Approval for  
Century Special Purpose Center

Dear Chancellor Hanna:

Pensacola State College is seeking authorization for a special purpose center site designation for an instructional center, located at 440 East Hecker Road, Century, Florida.

The special purpose center designation request was approved by the Pensacola State College Board of Trustees at their meeting on September 16, 2014. A copy of the Board item and the meeting minutes are enclosed.

The site designation will allow us to use Public Education Capital Outlay (PECO) funds if necessary and to request operating funds to assist with expenses at this site. Additional support documentation is enclosed as required by Section 1001.02(7)(e) Florida Statutes and State Board of Education Rule 6A-14.0061, Florida Administrative Code, Campus, Center, Special Purpose Center and Instructional Site Designations.

Sincerely,

Edward Meadows  
President

Enclosures



**Pensacola State College  
District Board of Trustees Meeting Minutes  
September 16, 2014  
5:30 pm. Pensacola Campus**

**Board Workshop**

Athletic Director Bill Hamilton gave a workshop on Student Athletes' Academics.

**Board Meeting Minutes**

Present: Chair Herb Woll, Ms. Carol Carlan, Msgr. Luke Hunt, Mr. Ed Moore, Ms. Margie Moore, Chief Chip Simmons, Mr. Frank White, Ms. Stephania Wilson, Mr. Tom Gilliam (General Counsel), Dr. Ed Meadows, and staff.

Absent: Mr. John O'Connor

**Call to Order**

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

**Introductions/Recognitions**

Dr. Meadows thanked Yalonda Tibbs, Juanita Scott, and AFC members for the refreshments.

Mr. Gilliam introduced student Lindsey Steck, a dual enrollment student who graduated from Pensacola State in May and Tate High School in June. Ms. Steck was selected for the Summer 2014 Florida House Internship Program in Washington, D.C. She spent 6-weeks in D.C. assisting the director of the Florida House and shadowing the Florida congressional delegation. She told trustees about the internship program and thanked them for giving her such an exceptional experience. Trustees extended best wishes to her as she continues her studies at UWF.

Dr. Meadows called on Ms. Jennifer Ponson who introduced the students who won medals at this year's HOSA and SkillsUSA National competitions. Each of the winners introduced himself/herself and told trustees about their experience and their future plans. Trustees congratulated the students and applauded them. Then, on behalf of Florida SkillsUSA, Ms. Ponson presented Dr. Debbie Douma the SkillsUSA Honorary Life Award. The Honorary Life Award is presented to individuals in appreciation for their service to SkillsUSA at the local, state and national levels. The Board applauded Dr. Douma for having received the award. Dr. Meadows expressed his appreciation to Dr. Douma, Ms. Ponson, and Ms. Nichols for their efforts in securing funds for the State competitions held in Pensacola the last three years.

Mr. Tom Gilliam introduced Ms. Susan Desbrow, who is the new Registrar. She told the Board about her prior work experience at Polk State College as well as other Florida colleges in the Florida College System. She remarked that she is very happy to be at Pensacola State. Trustees welcomed her to the College.

**Minutes**

Mr. Woll called for a motion for approval of the minutes of the August 19, 2014, Board meeting. Ms. Carlan moved for approval, and Ms. Moore seconded the motion which passed unanimously.

### **Agenda**

Mr. Woll called for a motion for approval of the agenda. Ms. Moore moved for approval, and Chief Simmons seconded the motion which passed unanimously.

### **Public Comments**

None

### **President's Action Items**

Dr. Meadows stated that he invited Mr. Charlie Switzer, Mr. Bobby Switzer, and Mr. John Switzer to attend the Board meeting; Bobby and John Switzer were out of town, and unable to attend. Dr. Meadows presented Charlie Switzer with a framing of the Pensacola News Journal front-page announcement of the Switzer, Lamar, and Reilly families' \$1 million gift to the College. He reminded trustees that the donation is the lead gift toward the expansion of the Visual Arts Center and the future construction of the Charles W. Lamar Studio. He stated that in accordance with the College's and the Foundation's naming policies, he is requesting that the Board endorse and approve the naming of the Charles W. Lamar Studio. Mr. Moore moved for approval, and Ms. Carlan seconded the motion which passed unanimously.

Dr. Meadows said that 17 years ago, the Switzer family gave \$1 million toward the expansion of the Visual Arts Department and construction of the Anna Lamar Switzer Center for Visual Arts. He asked Mr. Switzer to tell the Board about what it means to the family to give to Pensacola State. Mr. Switzer told the Board that of the 13 family members who participated in funding the gift, 7 attended or graduated from the College. He stated that the College has served his family for three generations, and in return they are giving back to the College and the Community. Mr. Switzer also remarked that Dr. Meadows' leadership was key to the decision to continue to support Pensacola State College.

Dr. Meadows presented the Board with a proposal to request that the State Board of Education designate the Century Center as a Special Purpose Center. Dr. Meadows explained that the College may be able to purchasing the property from the School Board for a very reasonable price. The College will then seek approval from the State to have the property added to the Five-Year Master Plan. If approved, the College will then be allowed to use Public Education Capital Outlay (PECO) funds from the State to assist with expenses at the site. Ms. Wilson moved for approved the proposal, and Mr. Moore seconded the motion which passed unanimously.

### **Finance**

Ms. Emond reviewed all action items. She noted that the Quick Response Training Contract is a State contract with Navy Federal and requires Board approval because the dollar amount of the contract is higher than the President or she is authorized to sign. Msgr. Hunt moved for approval of all items as presented, and Ms. Moore seconded the motion which passed unanimously.

1. Fees - Approved
  - a. Request from the Library to host a book talk and signing featuring local author and Pensacola State College alumni, Laticia Jackson, on October 2, 2014 and for Ms. Jackson to be able to sell copies of her book at the event.
  - b. Request from the General Manager, WSRE for the sale of merchandise and/or tickets for the following events scheduled in the Jean & Paul Amos Performance Studio:
    - Florida Healthcare "Women's Day Out" on October 4, 2014
    - Pensacola Young Professionals on October 15, 2014
    - Pyramid, Inc. on November 1, 2014
    - Belmont Youth Band on November 9, 2014
    - Pensacola Young Professionals Leadercast on May 9, 2015
2. Quick Reponse Training Contract for Workforce Florida, Inc. – Approved.
3. FAIT Requests (open item) – None

Ms. Emond distributed copies of the College's Annual Financial Report which has been submitted to the State. She announced that the Federal Audit is completed, and she has been informed that there are no findings. The Board and Dr. Meadows congratulated Ms. Emond and asked that she extend their congratulations to her staff on a job well done.

### **Facilities**

No report.

### **Human Resources**

Ms. Henderson reviewed the Human Resources action items and noted that there are no special contracts. Chief Simmons moved for approval, and Ms. Carlan seconded the motion which passed unanimously.

1. August 2014 Human Resources Report – Approved
2. Special Contracts (open item) - none

Ms. Henderson informed the Board of changes to the College's employee health insurance for 2015.

### **Academic Affairs**

Dr. Spicer presented the Private School Dual Enrollment Articulation Agreements. Ms. Carlan moved for approval, and Ms. Moore seconded the motion which passed unanimously.

1. Private School Dual Enrollment Articulation Agreements – Approved.
  - a. Alethia Christian Private Academy
  - b. Christian Institute of Arts and Sciences
  - c. East Hill Christian School
  - d. Lighthouse Private Christian Academy
  - e. Pensacola Catholic High School
  - f. Pensacola Private School of Liberal Arts
  - g. Trinitas Christian School
  - h. Victory Performing Arts Academy

### **General Counsel**

No report.

### **President's Time**

Dr. Meadows reported that a consultant from Noel-Levitz visited the campus to conduct a 1 ½ day enrollment and retention analysis. The result was a 7-page report of observations and recommendations and an exit meeting with College Administration. Dr. Meadows stated that Administration will address all recommendations and initiate changes and possibly contract with Noel-Levitz for further advisement on enrollment, recruitment, and marketing initiatives.

Dr. Meadows reported that he attended a meeting with Representative Doug Broxson and Santa Rosa County Commissioner Lane Lynchard regarding Santa Rosa County's continued interest in having a sports complex at the College's South Santa Rosa Center. It is expected that the County will submit a proposal for a long-term lease agreement for approximately 25 acres of the College's property with the intent of building the sports complex at that site.

Dr. Meadows reported that he and Bobby Switzer met with General Duane Thiessen, CEO at the Naval Aviation Museum, to talk about how the College can participate more with the Flight Academy, with the hope of providing more professional development opportunities for our students.

Dr. Meadows reported that he is continuing to schedule individual meetings with Escambia County Commissioners to seek their support in providing \$5 million in local funds for the proposed aerospace facility at the airport which will bolster aerospace workforce development and the College's request for State Funds to replace Building 1 with a STEM facility.

Dr. Meadows reported that he has written Chancellor Hannah to request financial assistance from the Division or the FCS Foundation for the Annual Master Teacher Seminar. The funds will be used to lower the registration fee, making it more affordable for college's to send their faculty.

Trustees received a copy of "A Snapshot of the Student Body" for Fall 2014. Dr. Meadows reviewed the report and compared it to the Fall 2013 report.

Announcements

- Dr. Meadows is serving on the Board of Northwest Florida Junior Achievement.
- On October 3, Dr. Meadows will attend the inauguration of Dr. Elmira Mangum, the 11th president of Florida A&M University, and he will walk in the delegate processional.
- The second piece in the Outdoor Art Gallery, Steve McCurry's "Boy in Mid-Flight," has been hung on the 9<sup>th</sup> Avenue side of Building 4.
- For the 6th year in row, PSC has been named as a Military Friendly School for 2015 by Victory Media.
- PSC Rankings in the 2014 Community College Week Top 100 Report are:
  - Top 100 Associate Degrees – All disciplines #91
  - Top 100 Associate Degrees – All ethnicities #91
  - Top 100 Associate Degrees – All disciplines, non-minority #56
  - Top 50 Associate Degrees-Health Professions & Related Programs #47
  - Top 50 Associate Degrees – Nursing (RN, Nursing Admin.; Nursing Research & Clinical Nursing) #16
- Visual Arts Professor Patrick Rowe is being awarded the George Washington Honor Medal by the Freedoms Foundation at Valley Forge. He is receiving the award for his Design of War Exhibit which helped champion the cause of funding veteran education. His name will be added to the list of a historically prestigious group of American citizens who work and dedication advance the American ideal. He will receive the award in January 2015.

Calendar

- Thursday, Sept. 18, "Meet the Pirates" 5:30 to 7 p.m. at Seville Quarter
- Trustees received a copy of the Men's and Women's Basketball Schedules
- The AFC Annual Convention will be held at the Hilton Sandestin, October 29-31

Chair's Time

Mr. Woll called for the WSRE and the College Foundation Reports.

Ms. Ray stated that fundraising is ongoing. She highlighted upcoming station events and the upcoming Wine and Food Classic fundraiser. She noted that the Imagination Station and Learning Lab at the Maritime Stadium continue to do well.

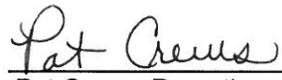
Mr. West briefly reviewed the Foundation's financials. He reported that the Steve McCurry event raised approximately \$100,000 which will go to support the Visual Arts Endowment Campaign. The October 4 Clay Shoot goal is \$40,000; sponsorships have reach \$34,000 to date.

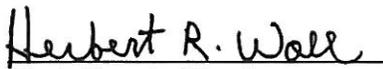
There being no further business, Mr. Woll called the Board into Executive Session to discuss the status of negotiations with the Faculty Association. The Board met in Executive Session from 6:57 p.m. to 7:20 p.m. The Board then adjourned.

Approved     x    

Amended           

Date 10/21/2014

  
Pat Crews, Reporting

  
Chair, Board of Trustees

  
President

**Pensacola State College**  
Office of the President

Memorandum

Phone: 850-484-1700  
Fax: 850-484-1840

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September 16, 2014

TO: District Board of Trustees

FROM: Edward Meadows 

SUBJECT: Request Site Designation for Pensacola State College Century Special Purpose Center

Approval is sought for the College to request that the State Board of Education designate the Center to be located at 440 East Hecker Road, Century, Florida as a special purpose center to be known as Pensacola State College Century Special Purpose Center.

As part of the College's strategic directive to provide quality facilities and equipment to meet student and community needs, we have an objective to use this Center for Vocational Education and Adult Education programs.

The College is requesting this designation to allow the use of Public Education Capital Outlay (PECO) funds if necessary and to request operating funds from the State to assist with expenses at this site. This request will be presented to the State Board of Education.

pc

PROPOSAL TO REQUEST DESIGNATION OF A  
PENSACOLA STATE COLLEGE  
CENTURY SPECIAL PURPOSE CENTER  
IN CENTURY, FLORIDA

In accordance with Section 1001.02(7)(e) Florida Statutes, and State Board of Education Rule 6A-14.0061, Florida Administrative Code, Campus, Center, Special Purpose Center and Instructional Site Designations, the Pensacola State College Board of Trustees desires to establish a new special purpose center in Century, Florida.

The Pensacola State College Century Special Purpose Center will be located at 440 East Hecker Road, Century, Florida. The College has leased the location from the Escambia County School Board for three years to provide Adult Education/GED, General Education-AA, Developmental Studies and Vocational Programs. The facility was an Escambia County School District educational site; therefore, adequate classroom and office furnishings are available.

Century, Florida is located in the north end of Escambia County, within the College's District. Century is an economically depressed area of Escambia County, Florida. There is no practical public transportation to allow students to attend classes at any of Pensacola State College's other locations. A Pensacola State College Special Purpose Center in Century, Florida will allow the College to adequately serve this part of the College district which includes a significant minority population.

Since the College began offering classes at the leased facility in Century, it has served more than 650 students. A continued, permanent presence is anticipated to serve approximately 3-5% more students per year providing general education, adult education, and vocational studies. As a result, residents of Century will earn degrees and certificates increasing their potential for employment in the surrounding areas.

Serving Pensacola State College's entire community is of critical importance. Approval of the Pensacola State College Special Purpose Center will allow the citizens in an economically distressed area of Escambia County, Florida access to the opportunity for higher education.

## Century Center Information Sheet

### Facility

- Leased facility opened in August 2011 offering Adult Education/GED classes
- Scheduled to begin offering college courses in January 2012
- 26,000 square feet facility located on 10 acres
- 10 classrooms
- 1 computer lab
- 1 Cosmetic Arts lab
- Bookstore space
- Bursar, Financial aid, security, and other administrative office space
- 12 faculty offices

### Staff

- Director of Century Center – Afternoon/Evening
- Administrative Assistant – Afternoon/Evening
- Maintenance/Security – Evening
- Academic Advisor – Afternoon/Evening
- Full-time and Adjunct faculty

### Offerings

- Access to affordable high quality courses leading to the associate or baccalaureate degree
- Access to dual enrollment courses for high school students
- Access to GED prep and adult education classes
- Access to corporate and professional development training (non-credit)
- Access to meeting space when available
- Library resources
- Career counseling, academic advising, financial aid on a scheduled basis
- Continuing education recreation and leisure classes (non-credit)
- Open computer lab
- Bookstore and cashier on scheduled basis
- Collegiate high school classes
- College Programs:
  - Cosmetology
  - Certified Nurse Assistant (CNA)
- College Courses:
  - Math
  - Science
  - English
  - Psychology
  - Sociology
  - History
  - Computer
  - Other

**Bracken, Diane**

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**Subject:** FW: Question

**From:** Gregg, Rob  
**Sent:** Tuesday, September 02, 2014 10:19 AM  
**To:** Bracken, Diane  
**Cc:** Douma, Debbie  
**Subject:** RE: Question

Good morning Diane,  
Below is the information you requested for Century Center Enrollment:

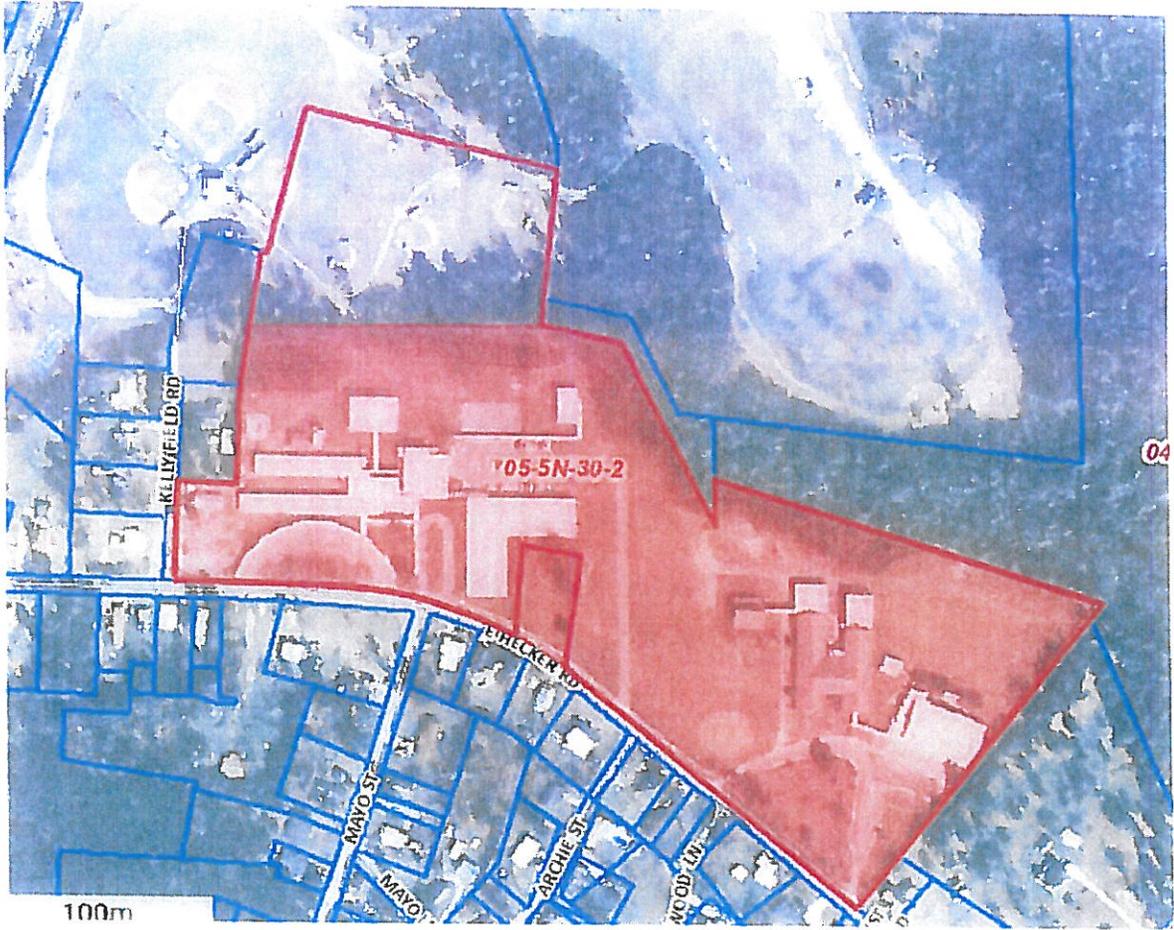
**Four-Year Trend of Century Center Unduplicated Headcount Enrollment  
2011 - 2015  
End of Academic Reporting Year**

	2011-2012			2012-2013			2013-1014		
	Summer	Fall	Spring	Summer	Fall	Spring	Summer	Fall	Spring
Century Center Headcount	0	0	75	73	102	88	41	65	79

Source:

End of Year Report(s) 2011-2012 (R-11/12-029), 2012-2013 (R-12/13-035), 2013-2014 (R13/14-026) and 2014-3 (R-14/15 007  
MIS BMENU 2015-1 (2014-08-26) End of Drop/Add

**Note:** Fall 2014-2015 reflects beginning of term enrollment End of Drop/Add





"Making A Positive Difference"

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## THE SCHOOL DISTRICT OF ESCAMBIA COUNTY

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75 NORTH PACE BOULEVARD

PENSACOLA, FL 32505

PH. 850/432-6121 • FAX: 850/469-6379

<http://www.escambia.k12.fl.us>

MALCOLM THOMAS, SUPERINTENDENT

November 6, 2014

Mr. Randall W. Hanna  
Chancellor, Division of Florida Colleges  
325 West Gaines Street, Room 1544  
Tallahassee, Florida 32399-0400

Re: Request by Pensacola State College to Designate a Special Purpose Center

Dear Chancellor Hanna:

I am aware of a recent request by Pensacola State College to designate a facility in Century, Florida, as a Special Purpose Center pursuant to Rule 6A-14.0061, Florida Administrative Code. I am writing to express my support for this request.

Century, Florida, is a rural community in the northern part of Escambia County. It is isolated by its distance to more populated areas, and it is amongst the poorest communities in our nation. The residents of Century and northern Escambia County will greatly benefit from the continued delivery of adult education, vocational and higher education courses offered by Pensacola State College.

The facility for which the College is seeking the Special Purpose Center designation is centrally located in the community of Century and the property has served as a secondary school for nearly 80 years. The portion of the property presently used by the College was built in 2003; that building was specifically designed for classrooms and instruction, so it serves the College well. The surrounding grounds also offer ample space to support the College's educational mission. As the entire facility is currently owned by the Escambia County School District, we are willing to work alongside Pensacola State College with the goal of reaching a satisfactory agreement for the sale of the property.

For these reasons, I support the efforts being made by the College, and hope that the designation for a Special Purpose Center is approved.

Sincerely,

Malcolm Thomas

#### **6A-14.0061 Campus, Center, Special Purpose Center and Instructional Site Designations.**

The Division of Community Colleges shall receive proposals from local boards of trustees to establish campuses, centers, and special purpose centers, and shall recommend for or against the establishment of the requested site to the State Board of Education. The State Board of Education shall approve or disapprove the proposal for a new site. The following shall apply:

(1) A campus is an instructional and administrative unit of a community college, consisting of college owned facilities and staffed primarily by full-time personnel. It houses a full range of instructional services and of institutional, instructional, and student support services. Facilities and other resources are sufficient to accommodate at least one thousand (1,000) full-time equivalent students and is in compliance with the criteria established in Rule 6A-2.0010, F.A.C.

(2) A center is an instructional and administrative unit with limited support services. It consists of college owned or unowned facilities and is staffed primarily by full-time personnel. It does not necessarily offer a full range of instructional programs or courses and is in compliance with the criteria established in Rule 6A-2.0010, F.A.C.

(3) A special purpose center is unit of a community college consisting of college owned facilities or unowned facilities leased for more than one year that provides a limited number of special, clearly defined programs or services, such as instruction or administration, and is in compliance with Rule 6A-2.0010, F.A.C.

(4) An instructional site is an instructional unit of a community college that offers students a very limited range of instructional programs or courses in unowned facilities leased for one year or less with no support services.

(5) Proposals to establish campuses or centers shall document the following conditions:

(a) The proposed expansion is part of and consistent with the master plan of the community college.

(b) Expanded or new instructional services and support services are necessary to adequately serve the community college district.

(c) Existing campuses have at least three thousand (3,000) full-time equivalent students each, and projected enrollments are stable or increasing, when the proposal is to establish a campus.

(d) Facilities at existing campuses, as identified in the master plan of the community college, are substantially complete.

(e) Enrollment projections in the master plan of the community college are for at least one thousand (1,000) full-time equivalent students for a proposed campus or at least four hundred (400) for a proposed center. A proposed center to provide central administrative services for a community college shall be exempt from this enrollment condition.

(f) The proposed expansion is in conjunction with other educational agencies within the community college district and adjacent to the district.

(g) Alternatives to the proposed expansion were considered by the board of trustees.

(6) Proposals to establish a special purpose center shall document the following:

(a) The proposed expansion is part of and consistent with the master plan of the community college.

(b) The proposed services are necessary to adequately serve the community college district.

(c) Projected enrollments justify expansion.

(d) Projected facility needs justify expansion.

(e) Proposed expansion is in conjunction with the other educational agencies with the community college district.

(f) Alternatives were considered by the board of trustees.

(7) Exceptions to subsections (5) and (6) herein are authorized when justified in the judgment of the State Board of Education due to the nature of the services to be provided, the number and types of students to be served, the population to be served, transportation problems, the availability of acceptable sites and facilities, urban density, energy conservation, or population shifts. Urban density refers to sites where no additional land is available to expand existing campuses and where the urban build-up limits any campus expansion.

(8) The Division of Community Colleges may use the services of the Office of Educational Facilities and of others to evaluate proposals and develop recommendations.

*Specific Authority 1001.02(1), (7)(e), 1013.36 FS. Law Implemented 1013.36, 1013.40 FS. History—New 2-27-84, Formerly 6H-1.40, Amended 6-22-87, Formerly 6H-1.040, Amended 8-18-04.*