

MINUTES
REGULAR MEETING
DISTRICT BOARD OF TRUSTEES
GULF COAST STATE COLLEGE
July 23, 2026

10:00 a.m. (CST)

Chair Bulger called the regular meeting to order at 10:00 a.m. at the Panama City main campus. Those in attendance and constituting a quorum were:

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| Members Present | | Boyd Bulger, Bill Cramer, Jr., Ted Howell, David Powell, Mark Sheldon, Floyd Skinner, Joe Tannehill |
| Other | | Glen McDonald, President of Gulf Coast State College, Ms. Holly Melzer, Board Attorney |
| Absent | | Mr. Frank Hall, Ms. Tricia Berry |
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| 1. Call to Order | 1.1 | Chair Bulger called the meeting to order at 10:00 a.m. |
| Invocation | 1.2 | Ms. Melzer gave the invocation. |
| Pledge | 1.3 | Mr. Powell led the pledge of allegiance to the American flag. |
| Election of Board Officers | 1.4 | Election of Board Officers |
| | 1.4.1 | Mr. Bulger turned over the chairmanship to Mr. Tannehill for the purposes of electing a chair of the District Board of Trustees for 2026-2027. Mr. Tannehill called for nominations for chair of the board. |
| | | Mr. Cramer nominated Mr. Boyd Bulger as chair. Mr. Skinner seconded, and the vote was unanimous. Motion carries. |
| | 1.4.2 | Mr. Bulger called for nominations for the vice chair. |
| | | Mr. Powell nominated Mr. Frank Hall, Mr. Skinner seconded, and the vote was unanimous. Motion carries |
| Welcome Guests | 1.5 | Chair Bulger welcomed guests: CDR Olivieria,, NSA-Panama City, Mr. Joe Holt, President, Gulf Coast State Foundation; Dr. Cheryl Flax-Hyman, Executive Vice-president; Dr. Holly Kuehner, Vice President of Academic Affairs; Mr. Liam O'Leary, (sitting in) Chair Professional Employee Council; Sarah Pilcher, Chair, Faculty Senate; Josh Bronson, Coordinator of Student Activities, and Mr. John Mercer, Vice-President, Administration and Finance. |
| Hearing of Citizens | 1.6 | No citizens answered the call to appear before the board. |
| | 1.6.1 | Transcript Fee Increase – no citizen comments |
| Special Presentation | 1.7 | Ms. Ashlin Glatthar, Executive Director of the Gulf Coast Foundation, presented two check presentations: |
| | | 1. Leigh Corley Excellence in Education Scholarship --\$1,000 annual scholarship established and presented by Jerry Corley to commemorate his late wife who passed away from breast cancer recently. She dedicated 30 years of her life as |

an educator in Bay District Schools. Jerry has committed to providing a \$1,000 scholarship each year to support Gulf Coast State College students pursuing a degree in education.

2. PanCare \$10,000 Nursing Scholarship presented by Robert Thompson, CEO of PanCare of Florida, Inc., to be matched by LINE Grant for another \$10,000- to be given annually over the next 5 years with a projected \$100,000 worth of nursing scholarships here at GCSC.

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| 2. Trustee Comments | 2.1 | Mr. Bulger thanked the board for the vote of confidence and support. |
| Attorney's Report | 2.2 | No report for the month of July. |
| GCSC Foundation, Inc. President's Update | 2.3 | <p>Mr. Holt, President GCSC Foundation provided an update on the Foundation activities and financial report.</p> <p>The Foundation's Annual Dinner will be held Friday, October 30, 2026 at Hotel Indigo. Keep an eye out for an email from the Foundation to give past-sponsors first dibs on sponsorships before it goes live to the public on August 3. It was sold out last year, so don't delay!</p> <p>Total Assets as of 6/30/2026 \$41,208,883.85
Total Contributions to the Foundation since 7/1/2026 \$14,899.42
Total Investment Income to the Foundation since 7/1/2021 EOY processes ongoing
Total Gulf Coast Guarantee Funds pledged since 7/1/2021 \$5,125,295.16
Total Scholarships awarded to Students since 7/1/2026 \$38,300.00 (99 students)</p> |
| Honorary Trustee Updates | 2.4 | Commander Tristan Oliveria, NSA provided updates on upcoming events and activities taking place on the Navy base and within the community. He emphasized the importance of supporting military families, including spouses and dependents, through educational opportunities. Mr. Cramer informed Commander Oliveria about the Thanks a Million Fund Program and how it may benefit military families. The Commander emphasized the importance of being an advocate for education and noted that a town hall meeting was scheduled for that evening, where he plans to make an announcement regarding GCSC and the Thanks a Million Fund. Mr. Powell thanked Commander Oliveria for hosting what was described as the best Fourth of July event at the Navy base. The Commander expressed his appreciation for the community's support, noting that the community came together and rallied around the event. |
| Next DBOT Meeting | 2.5 | The regular meeting of the District Board of Trustees is scheduled for Thursday, September 24, 2026, at the Gulf Coast North Bay Campus, 10:00 a.m. (CST). |
| 3. SGA Report | 3.1 | Dr. Josh Brunson, Coordinator of Student Activities provided an update on student government activities. SGA has been assisting with the new student orientations, has finalized the fall calendar, and changed the SGA Instagram profile. He also announced that the SGA state Executive Board Retreat is scheduled for next week. |
| 4. Consent Agenda | | Chair Bulger asked if any items should be removed from the Consent Agenda for further discussion. No items were removed. |

- 4.1 Approval of Regular Minutes June 25, 2026
- 4.2 Approval of Personnel Recommendations
- 4.3 Approval of Contract Ratifications
- 4.4 Approval of Monthly and Biweekly Overloads/Adjunct Pay
- 4.5 Approval of Restricted Current Fund (Fund 2) Budgets – Law Enforcement Trust Fund Budget 2026-27.
- 4.6 Approval of June 1 – June 30, 2026
- 4.7 Recommendation of Final Approval of Changes to the Manual of Policy
 - MOP 6.047 **Workplace Violence** – Documents support measures provided for staff and students who are victims of an act of violence or an attempted act of violence as outlined in Florida Statute House Bill 757.
 - MOP 7.005 **Admission of Students to the College** – Due to proposed changes to Rule 6A-10.0240, GCSC will need to ensure that all admitted students are citizens of the United States or lawfully present in the United States.
- 4.8 Approval of President's Contract

Mr. Powell made a motion to approve consent items 4.1- 4.8. Mr. Tannehill seconded, and the vote passed unanimously. Motion carried.

5. Action Items

Recommendation of Approval to Award Contracts for Mechanical, Electrical and Plumbing Services

5.1

Mr. McDonald presented the recommendation of approval to award contracts for Mechanical, Electrical, and Plumbing Services.

Mr. Cramer motioned to approve 5.1 as stated. Mr. Howell seconded. The vote passed unanimously. Motion carried.

Recommendation of Approval of Change Order #1 to Gulf/Franklin Campus Contract

5.2

Mr. McDonald presented the recommendation of approval of Change Order #1 to Gulf/Franklin Campus Classroom and Emergency Shelter Contract. This is a deductive change order in the amount of \$335,604.00 for the direct purchase of owner furnished, contractor installed (OFCI) HVAC equipment included in the original White Construction contract.

Mr. Sheldon motioned to approve 5.2 as stated. Mr. Powell seconded. The vote passed unanimously. Motion carried.

Recommendation of Approval of Change Order #2 to Gulf/Franklin Campus Classroom and Emergency Shelter Contract

5.3

Mr. McDonald presented the recommendation of approval of Change Order #2 to the Gulf/Franklin Classroom and Emergency Shelter project contract. This is a deductive change order in the amount of \$58,060.00 as a result of the college's direct materials purchase program.

Mr. Skinner motioned to approve 5.3 as stated. Mr. Cramer seconded. The vote passed unanimously. Motion carried.

Recommendation of Approval of

5.4

Mr. McDonald presented the recommendation for approval of GCSC's proposed transcript fee changes for 2026-2027 in accordance with the Education Access and

**GCSC's Proposed
Transcript Fee
Changes 2026-27**

Affordability bill (HB 7019, Ch 2016-236, Laws of Florida)

Mr. Skinner motioned to approve 5.4 as stated. Mr. Tannehill seconded. The vote passed unanimously. Motion carried.

**Recommendation 5.5
of Approval of
Changes to the
Manual of Policy**

Mr. McDonald requested the tentative approval for revisions to the following policies that have been reviewed and approved by Executive Council.

- MOP 6.070 - **Leave** – Reorganized content, updated terminal annual leave, and removed FMLA details to a separate policy.
- MOP 6.076 – **Family and Medical Leave (FLMA)** – Created separate policy and updated existing content.

Mr. Tannehill motioned to approve 5.5 as stated. Mr. Powell seconded. The vote passed unanimously. Motion carried.

**Recommendation 5.6
of Approval of
2026-27 Dual
Enrollment
Articulation
Agreements**

Dr. Flax-Hyman presented the recommendation of approval of the 2026-27 Dual Enrollment Articulation Agreement with 5 public schools and 10 private schools.

Mr. Howell motioned to approve 5.6 as stated. Mr. Cramer seconded. The vote passed unanimously. Motion carried.

**Actual YTD
Revenues/Expenses**

6.1

Mr. Mercer presented Actual Year-to-Date Revenue Expenses compared to prior year. He stated that before closing entries we were well within budget. The annual report will be submitted to the state on August 15th and he expects Fund 1 to be flat and Fund 3 expected to exceed.

**Construction
Updates**

6.2

Mr. Parker provided Construction Updates.

6.2.1 Nursing Simulation Center – The ICF side walls are complete as of today. The project is on schedule and on budget.

6.2.2 Gulf Franklin Multi-Purpose Classroom Shelter foundation has been poured. The ICF walls have been delayed due to weather, but he stated next week should be on schedule.

President's Report 6.3

President McDonald announced that the college will have its Fall Conference August 12th to welcome everyone back to campus, train employees, and spend time together before the Fall semester begins on Monday, August 17th. He invited the Trustees to attend if able. He reported that FTE enrollment is currently up 2% over last fall and unduplicated headcount is up 5%, with expectations of reaching the budgeted goal of 3% in FTE growth. There will be an update at the September board meeting. President McDonald also reported that the college is close to receiving a \$1.75 million grant to train faculty on AI initiatives. The details of the grant will be shared at the special board workshop, which will be held prior to the DBOT meeting on September 24th. He announced that the college will begin the development of the next strategic plan in August. To support this important initiative, the college is seeking one member of the Board to serve on the Strategic Planning Committee. Mr. Cramer volunteered

volunteered to serve on the committee.

7. Good of the Order 7.0

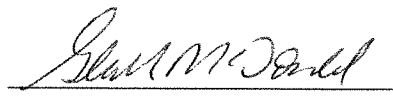
Mr. Bulger presented Good of the Order.

- College closed Wednesday, August 12, 2026 for In-Service-Day
- Fall 2026 Semester begins Monday, August 17, 2026
- College closed Monday, September 7, 2026 for Labor Day Holiday

8. Adjournment

8.0

Meeting adjourned at 10:41 a.m.


Secretary

10-1-26
Date


Chair, District Board of Trustees

9/24/2026
Date