

ST. JOHNS RIVER STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES  
Palatka, Florida

January 16, 2013

MEMBERS PRESENT:

Mr. John Nelson, Jr., Putnam County, Vice-Chairman  
Ms. Denise M. Bramlitt, Putnam County  
Mr. Ronald Coleman, Clay County  
Col. Mickey Duren, St. Johns County  
Ms. Mary Ellen Webb, Putnam County

MEMBERS ABSENT:

Ms. Diane P. Leone, St. Johns County, Chairman

OTHERS PRESENT:

Joe H. Pickens, J.D., Executive Secretary  
Mr. Joe C. Miller, II, Attorney for the Board

The meeting was held in Suite C & D of the Thrasher-Horne Conference Center at the Orange Park Campus.

In Chairman Leone's absence, Vice-Chairman Nelson opened the meeting and called for corrections or additions to the minutes of the previous meeting. There being none, Mr. Coleman moved, seconded by Mr. Duren, to approve the minutes of December 5, 2012, as submitted. Motion carried (Bramlitt, Coleman, Duren, Nelson — Yes).

Approved Minutes of  
December 5, 2012

There was no attorney's report.

Attorney's Report

There was no old business.

Old Business

President Pickens introduced Clay County School Superintendent Charlie Van Zant. Mr. Van Zant briefly addressed the Board members.

President Pickens discussed the status of the Board of Trustees members. Mr. Rob Bradley resigned effective December 31, 2012. Diane Leone has taken a new job that requires a lot of travel and will not be able to attend any more meetings. Her term will expire in May. Mary Ellen Webb has moved her residence to St. Johns County. Mr. Pickens discussed with the Governor's

staff how this needs to be handled. It was proposed that Ms. Leone resign immediately. Ms. Webb needs to resign also and then she can apply for the last four months of Ms. Leone's term. Mr. Pickens explained that Ms. Webb would not be voting today. The paperwork for the remaining Trustees has been submitted.

V.P. Little reviewed and requested approval of the December, 2012 Monthly Financial Statement, 2013-14 Employee Calendar, and Personnel Matters.

Ms. Bramlitt moved, seconded by Mr. Coleman, to approve Finance and Administration Items 1 - 3, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Finance and Administration). Motion carried (Bramlitt, Coleman, Duren, Nelson — Yes).

Approved Finance and Administration Items 1 - 3

Vice-Chairman Nelson referred Trustees to the list of New and Amended Board Rules. He asked if anyone present wanted to address any individually. Mr. Coleman asked that item 26 be addressed individually. Vice-Chairman Nelson then called a public hearing for consideration of New SJR State Board Rules: 1.38 - Organizational Structure of St. Johns River State College, 3.32 - Substantive Change Reporting Policy for Regional Accreditation, 3.33 - Distance Education Authentication and Privacy Policy, 5.47 - Academic Freedom, and 7.26 - Credit Hours; and consideration of Amendments to SJR State Rules: 5.04 (R2) - Appointment and Employment of College Personnel, 5.18 (R1) - Administrator Evaluations, 5.19 (R1) - Career Service/Professional Support Exempt Evaluations, 5.36 (R2) - Evaluation of Faculty, 6.02 (R2) - Board Policy on Students Rights and Responsibilities, 6.04 (R1) - Student Academic Freedom and Responsibility, 6.34 (R1) - Student Complaint, Grievances and Disciplinary Procedures, 7.09 (R2) - Placement Testing, 7.13 (R2) - Board Authorized Programs of Study and Curriculum, 7.21 (R1) - Acceleration Programs, and 7.23 (R3) - Transferring Credits to St. Johns River State College.

Public Hearing for consideration of New SJR State Board Rules: 1.38 - Organizational Structure of St. Johns River State College, 3.32 - Substantive Change Reporting Policy for Regional Accreditation, 3.33 - Distance Education Authentication and Privacy Policy, 5.47 - Academic Freedom, and 7.26 - Credit Hours and Amendments to SJR State Rules: 5.04 (R2) - Appointment and Employment of College Personnel, 5.18 (R1) - Administrator Evaluations, 5.19 (R1) - Career Service/Professional

There being no comments from those present, Vice-Chairman Nelson adjourned the public hearing.

Support Exempt Evaluations, 5.36 (R2)  
- Evaluation of Faculty, 6.02 (R2) - Board Policy on Students Rights and Responsibilities, 6.04 (R1) - Student Academic Freedom and Responsibility, 6.34 (R1) - Student Complaint, Grievances and Disciplinary Procedures, 7.09 (R2)  
- Placement Testing, 7.13 (R2) - Board Authorized Programs of Study and Curriculum, 7.21 (R1)  
- Acceleration Programs, and 7.23 (R3) - Transferring Credits to St. Johns River State College

Mr. Duren moved, seconded by Mr. Coleman, to approve Executive Vice President Items 2, 4, 6, 8, 10, 12, 14, 16, 18, 20, 22, 24, 28, 30, 32, and 34, as submitted (a detailed listing is contained in the material submitted by the Office of the Executive Vice President). Motion carried (Bramlitt, Coleman, Duren, Nelson — Yes).

Approved Executive Vice President Items 2, 4, 6, 8, 10, 12, 14, 16, 18, 20, 22, 24, 28, 30, 32, and 34

Vice-Chairman Nelson called a public hearing for consideration of an amendment to SJR State Rule 7.12 (R2) - Minimum Requirements for Admission to College Credit Programs. Mr. Coleman asked for clarification of the wording and Dr. Lebesch responded. Vice-Chairman Nelson adjourned the public hearing.

Public Hearing for consideration of an Amendment to SJR State Rule 7.12 (R2) - Minimum Requirements for Admission to College Credit Programs

Mr. Coleman moved, seconded by Ms. Bramlitt, to approve Executive Vice President Item 26, as submitted (a detailed listing is contained in the material

Approved Executive Vice President Item 26

submitted by the Office of the Executive Vice President). Motion carried (Bramlitt, Coleman, Duren, Nelson — Yes).

E.V.P. Miller reviewed a License Agreement with the United States Coast Guard Auxiliary, Additive Change Order #1 to Armstrong Contracting Services, Inc. for the Palatka Campus Ceramics/Sculpture Studio and Print Shop at Florida School of the Arts, a Report on Facilities Usage for December 2012 (information only), and a Facilities Update.

Mr. Duren moved, seconded by Ms. Bramlitt, to approve Executive Vice President Item 35, as submitted (a detailed listing is contained in the material submitted by the Office of the Executive Vice President). Motion carried (Bramlitt, Coleman, Duren, Nelson — Yes).

Approved Executive  
Vice President Item  
35

V.P. Tingle reviewed and requested approval to appoint a member of the District Board of Trustees to serve as the representative to the College Foundation Board of Directors and its Executive Committee in accordance with Section 1004.70(2), Florida Statutes. Ms. Tingle explained that according to statute, the Chairman can appoint the member. She spoke with Ms. Leone who recommended that Vice-Chairman Nelson serve as the representative to the College Foundation Board of Directors and its Executive Committee. President Pickens stated that Ms. Bramlitt had also expressed an interest in serving and will be a member of the Foundation.

Mr. Nelson moved, seconded by Mr. Duren, to approve Development and External Affairs Item 1, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Development and External Affairs). Motion carried (Bramlitt, Coleman, Duren, Nelson — Yes).

Approved  
Development and  
External Affairs Item 1

V.P. Tingle then reviewed the presentation of the Association of Florida Colleges Communications and Marketing awards received at the 2012 AFC Annual Convention (information only). St. Johns River State College submitted entries in fifteen (15) categories and earned awards in eleven (11). Ron Coleman and John

Nelson congratulated those who worked on the entries.

Ms. Tingle referred Trustees to the brochure on “The Jack Mitchell Collection” which is traveling to other colleges in Florida and to the University of Mississippi in 2014.

V.P. Humerick reviewed and requested approval of the 2009-2012 Strategic Plan Final Report for St. Johns River State College.

Mr. Duren moved, seconded by Mr. Coleman, to approve Research and Institutional Effectiveness Item 1, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Research and Institutional Effectiveness). Motion carried (Bramlitt, Coleman, Duren, Nelson — Yes).

Approved Research and Institutional Effectiveness Item 1

Trustee Coleman stated that he hopes the proposed plan to rebuild the Board goes smoothly and he wished Ms. Leone well. President Pickens stated that Mr. Nelson’s appointment is also up in May.

Trustee Comments

President Pickens referred Board members to an article published in the Palatka Daily News regarding inmates who graduated. He spoke at the commencement and stated that it was a positive experience with the graduates inspiring the other inmates. This is an example of a program that was not in place five years ago.

President’s Report

President Pickens referred Board members to the copy of a thank you letter to the Putnam County Sheriff’s Office. The College has a good working relationship with the Sheriff’s Office.

President Pickens discussed the Trustee’s Reception with the Governor on February 5<sup>th</sup>. The AFC Trustee Commission Legislative Conference will be held on February 6<sup>th</sup> until lunch. He offered to schedule meetings for Trustees on the afternoon of February 6<sup>th</sup> with legislators.

President Pickens announced that Provost Jim Roy was honored with a lifetime achievement award by AFC in October. Mr. Pickens expressed thanks to Mr. Roy

for his service to the college as well as to the state.

President Pickens gave a report on his recent meetings in Tallahassee. Senator Gaetz addressed the Council of Presidents. The Legislature will address dual enrollment funding. He made a presentation to the House Higher Education committee regarding remediation at the high school and college levels.

At the COP Steering Committee on February 7<sup>th</sup>, Mr. Pickens expects to be appointed to the Florida Council of 100.

President Pickens reminded the Trustees that the meeting next month will be held in St. Augustine.

Ryan Parris reported for the Faculty Senate. One of the goals is to work on Faculty development. A Professional Institute was held on December 13<sup>th</sup>. There were twenty-four (24) break-out sessions presented by faculty members on best practices and it was a successful day. Faculty is also doing development on their own by sharing best practices. Dr. Melanie Brown stated that a professional development event is being planned for the spring in St. Augustine with a speaker being brought in.

Faculty Senate

Mr. Parris expressed thanks to the Administration for asking faculty for input when the new academic freedom policy was being developed. Faculty is looking forward to working with Administration on developing future policies.

Mr. Parris discussed the new study abroad programs which are great opportunities for students. Mr. Duren discussed the possibility of offering a scholarship or finding a business partner to assist with payment for students who cannot afford to go. Ms. Bramlitt suggested that students have a fund raiser. Mr. Pickens stated that a fee waiver for the tuition might be a possibility.

There being no further business, Vice-Chairman Nelson adjourned the meeting.

Adjournment