

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

January 18, 2017

MEMBERS PRESENT:

Ms. Mary Ellen Hancock, St. Johns Co., Chairperson
Mr. Wendell Davis, Clay County, Vice-Chairperson
Ms. Denise M. Bramlitt, Putnam Co.
Mr. Ronald Coleman, Clay County
Mr. Mickey Duren, St. Johns County
Mr. Brian Keith, Putnam County

MEMBERS ABSENT:

Ms. Marlene Lagassé, Putnam County

OTHERS PRESENT:

Joe H. Pickens, J.D., Executive Secretary
Mr. Ron Brown, Attorney for the Board

The meeting was held in Suites C & D, Thrasher-Horne Conference Center, Orange Park Campus.

Chairperson Mary Ellen Hancock called the meeting to order and called for corrections or additions to the minutes of the December 7, 2016 meeting. Mr. Keith moved approval of the minutes and Mr. Duren seconded the motion. Motion carried (Bramlitt, Coleman, Davis, Duren, Hancock, Keith — Yes).

Approved Minutes of
December 7, 2016
Meeting

There were no public comments.

Public Comment

Board Attorney Ron Brown discussed information he received at the ACCT Congress Legal Academy, "Insuring the Unexpected" by Saul Ewing LEP. He also distributed the November 2016 *Brechner Report* for the Board's information.

Attorney's Report

There was no old business.

Old Business

Chairperson Hancock called a public hearing for an amendment to SJR Rule 1.38 Organizational Structure of St. Johns River State College. There being no comments from those present, Chairperson Hancock adjourned the public hearing.

SVP Miller reviewed and requested approval to amend SJR Rule 1.38 Organizational Structure of St. Johns River State College.

Mr. Davis moved, seconded by Mr. Duren, to approve Senior Vice President Item 2, as submitted (a detailed listing is contained in the material submitted by the Office of the Senior Vice President). Motion carried (Bramlitt, Coleman, Davis, Duren, Hancock, Keith — Yes).

Approved Senior Vice President Item 2

Chairperson Hancock called a public hearing for an amendment to SJR Rule 5.08 Conditions of Employment. There being no comments from those present, Chairperson Hancock adjourned the public hearing.

SVP Miller reviewed and requested approval to amend SJR Rule 5.08 Conditions of Employment. Discussion followed.

Mr. Davis moved, seconded by Mr. Coleman, to table Senior Vice President Item 4, as submitted (a detailed listing is contained in the material submitted by the Office of the Senior Vice President). Motion to table carried (Bramlitt, Coleman, Davis, Duren, Hancock, Keith — Yes).

Tabled Senior Vice President Item 4

Chairperson Hancock called a public hearing for an amendment to SJR Rule 5.09 (R4) Vacation Leave. There being no comments from those present, Chairperson Hancock adjourned the public hearing.

SVP Miller reviewed and requested approval to amend SJR Rule 5.09 (R4) Vacation Leave. Discussion followed.

Mr. Davis moved, seconded by Ms. Bramlitt, to approve Senior Vice President Item 6, as submitted (a detailed listing is contained in the material submitted by the Office of the Senior Vice President). Motion carried (Bramlitt, Coleman, Davis, Duren, Hancock, Keith — Yes).

Approved Senior Vice President Item 6

Chairperson Hancock called a public hearing for an amendment to SJR Rule 5.12 Paid Sick Leave. There being no comments from those present, Chairperson Hancock adjourned the public hearing.

SVP Miller reviewed and requested approval to amend SJR Rule 5.12 Paid Sick Leave. Discussion followed.

Mr. Davis moved, seconded by Mr. Coleman, to approve Senior Vice President Item 8, as submitted (a detailed listing is contained in the material submitted by the Office of the Senior Vice President). Motion carried (Bramlitt, Coleman, Davis, Duren, Hancock, Keith — Yes).

Approved Senior Vice President Item 8

Chairperson Hancock called a public hearing for an amendment to SJR Rule 5.19 (R1) Career Service and Professional Support Employee Evaluations. There being no comments from those present, Chairperson Hancock adjourned the public hearing.

SVP Miller reviewed and requested approval to amend SJR Rule 5.19 (R1) Career Service and Professional Support Employee Evaluations. Discussion followed.

Mr. Coleman moved, seconded by Mr. Davis, to approve Senior Vice President Item 10, as submitted (a detailed listing is contained in the material submitted by the Office of the Senior Vice President). Motion carried (Bramlitt, Coleman, Davis, Duren, Hancock, Keith — Yes).

Approved Senior Vice President Item 10

SVP Miller referred the Trustees to Facilities Usage for December 2016 for their information only. She also referred the Trustees to a memo regarding an EEOC complaint.

V.P. Lynn Powers reviewed and requested approval of the Monthly Financial Report for December 2016, Budget Amendments for Fiscal Year 2016-2017 (Operating Fund 1, Restricted Fund 2, Auxiliary Fund 3, and Plant Fund 7), Personnel Matters, and Write-Off of Tangible Personal Property. V.P. Powers presented the Annual Property Inventory results. She expressed appreciation to Nancy Gonzalez for her work on this project.

Mr. Coleman moved, seconded by Mr. Keith, to approve Finance and Administration Items 1-4, 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, Davis, Duren, Hancock, Keith — Yes).

Approved Finance and Administration Items 1-4

V.P. Gilbert Evans reviewed and requested approval of the 2017-2018 Academic Calendar, 2018-2019 Academic Calendar, and Contract between EPIC Behavioral Healthcare and SJR State College.

Mr. Davis moved, seconded by Mr. Duren, to approve Student Affairs Items 1-3, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Student Affairs). Motion carried (Bramlitt, Coleman, Davis, Duren, Hancock, Keith — Yes).

Approved Student
Affairs Items 1-3

Next, Dr. Evans presented the Student Affairs Annual Report for information only.

There was no report from the Faculty Senate.

Faculty Senate

President Pickens thanked Mr. Davis for his volunteering to do a presentation for a group of business people in Putnam County.

President's Report

President Pickens stated Jack Hall has informed him that the House budget indicates a \$1.9 billion deficit over the next 2-3 years.

President Pickens discussed the AFC Trustee Legislative Conference that will be held in Tallahassee on February 8-9. He has a dinner planned for Trustees on February 8.

President Pickens informed the Board that he is speaking to the YMCA Youth in Government Showcase in St. Augustine on Saturday.

President Pickens reported ongoing conversations with the new Superintendent in Putnam regarding post-secondary vocational/technical programming. He discussed the lack of these services in Clay County. He has met with the new Superintendent in Clay County as well.

President Pickens thanked the Board for putting him in a position where he can say no to the recruitment efforts of St. Petersburg College for their presidency.

Chairperson Mary Ellen Hancock reported on the meeting she attended with the Governor and other state college Board of Trustees Chairpersons on January 11, 2017. She stated that the Governor is

Trustee Comments

focused on assuring students that there will be a freeze on or reduction in tuition. He is also focused on completion and jobs – how well is the College doing in placement of students and in the salary of those placements. He is also holding fees steady. She thanked the College staff who prepared the one-page summary. The Governor’s Office distributed a notebook to each College with a copy of all the colleges’ summaries. A performance funding metrics was also included for each college. A copy of the notebook will be distributed to each Trustee. Chairperson Hancock requested that the colleges who are doing well according to the performance funding metrics be identified. She requested that the best practices be reviewed so that the Board can collectively arrive at one new best practice to implement in order to: drive down operating costs, drive down tuition, improve graduation rates, improve retention rates, and improve jobs and salaries associated with those jobs. Trustee Bramlitt requested that a Board Workshop be scheduled in regards to this. It will be held on February 15 immediately before the regular Board Meeting.

Trustee Davis expressed regrets for missing the fall graduation due to a work obligation.

Trustee Bramlitt discussed the Governor placing additional pressure on Trustees regarding not increasing tuition.

Trustee Coleman expressed his appreciation to the staff at SJR State College and to his fellow Trustees.

Trustee Keith stated he attended the fall graduation.

Trustee Duren also attended graduation and noted the speaker was good.

Chairperson Hancock stated we are at a crisis regarding increases for faculty. We can improve our standings so that we receive more performance funding. We may need to use reserves.

President Pickens stated the College received an inquiry from the Florida House of Representatives requesting Foundation financial and lobbyist information. SJR State College does not use Foundation funding on lobbyists. They are conducting

a complete examination of all colleges' and universities' Foundations.

President Pickens reported the Jay Leno performance at the Thrasher-Horne Center for the Arts was a huge success - 61% of attendees were newcomers there for first time. The upcoming Kenny Rogers performance is sold out. He thanked Denton Yockey and staff for their efforts.

Mr. Coleman moved to adjourn and Ms. Bramlitt seconded the motion. Motion carried (Bramlitt, Coleman, Davis, Duren, Hancock, Keith — Yes) and Chairperson Hancock adjourned the meeting at 4:30 p.m.

Adjournment