

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

January 20, 2016

MEMBERS PRESENT:

Ms. Mary Ellen Hancock, St. Johns Co., Chairperson
Mr. Wendell Davis, Clay County, Vice-Chairperson
Mr. Ronald Coleman, Clay County
Ms. Denise M. Bramlitt, Putnam Co. (arrived 3:25 pm)
Mr. Brian Keith, Putnam County
Col. Mickey Duren, St. Johns County

OTHERS PRESENT:

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

ABSENT:

Ms. Marlene Lagassé, Putnam County

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

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

Approved Minutes of
December 9, 2015
Meeting

There were no public comments.

Public Comment

Board Attorney Ron Brown provided a copy of the
Brechtner Report. He spoke to the law regarding the
public comments section of the agenda. The duty of
the Board is to be attentive to public comments, but
there are no other obligations or requirements. Our
College has a three-minute time limit for each public
comment.

Attorney's Report

There was no old business.

Old Business

S.V.P. Miller reviewed and requested approval for the
2016 Project Priority List.

Mr. Davis moved, seconded by Mr. Coleman, to
approve Senior Vice President Item 1, as submitted (a
detailed listing is contained in the material submitted by

Approved Senior Vice
President Item 1

the Office of the Senior Vice President). Motion carried (Coleman, Davis, Duren, Hancock, Keith — Yes).

President Pickens stated that offices at the Orange Park Campus have been moved in order for remodeling/ renovation to begin. SVP Miller gave an update on the process.

Chairperson Hancock called a public hearing for an amendment to SJR Rule 3.28 (R3) Financial Disclosures. There being no comments from those present, Chairperson Hancock adjourned the public hearing.

Public Hearing

Next, S.V.P. Miller reviewed and requested approval to amend SJR Rule 3.28 (R3) Financial Disclosures.

Mr. Keith moved, seconded by Mr. Duren, to approve Senior Vice President Item 3, as submitted (a detailed listing is contained in the material submitted by the Office of the Senior Vice President). Motion carried (Coleman, Davis, Duren, Hancock, Keith — Yes).

Approved Senior Vice President Item 3

Chairperson Hancock called a public hearing for an amendment to SJR Rule 5.03 (A) (R1) Revocation, Suspension and/or Dismissal of Individuals on Continuing Contract or Annual Contract or Adjunct Faculty. There being no comments from those present, Chairperson Hancock adjourned the public hearing.

Public Hearing

S.V.P. Miller reviewed and requested approval to amend SJR Rule 5.03 (A) (R1) Revocation, Suspension and/or Dismissal of Individuals on Continuing Contract or Annual Contract or Adjunct Faculty.

Mr. Coleman moved, seconded by Mr. Keith, to approve Senior Vice President Item 5, as submitted (a detailed listing is contained in the material submitted by the Office of the Senior Vice President). Motion carried (Coleman, Davis, Duren, Hancock, Keith — Yes).

Approved Senior Vice President Item 5

Chairperson Hancock called a public hearing for an amendment to SJR Rule 5.15 (R2) Keys. There being no comments from those present, Chairperson Hancock adjourned the public hearing.

Public Hearing

S.V.P. Miller reviewed and requested approval to amend SJR Rule 5.15 (R2) Keys.

Mr. Keith moved, seconded by Mr. Duren, to approve Senior Vice President Item 7, as submitted (a detailed listing is contained in the material submitted by the Office of the Senior Vice President). Motion carried (Coleman, Davis, Duren, Hancock, Keith — Yes).

Approved Senior Vice
President Item 7

Chairperson Hancock called a public hearing for an amendment to SJR Rule 5.21 (R3) Fingerprints and Criminal Background Checks. There being no comments from those present, Chairperson Hancock adjourned the public hearing.

Public Hearing

S.V.P. Miller reviewed and requested approval to amend SJR Rule 5.21 (R3) Fingerprints and Criminal Background Checks.

Mr. Duren moved, seconded by Mr. Keith, to approve Senior Vice President Item 9, as submitted (a detailed listing is contained in the material submitted by the Office of the Senior Vice President). Motion carried (Coleman, Davis, Duren, Hancock, Keith — Yes).

Approved Senior Vice
President Item 9

Chairperson Hancock called a public hearing for an amendment to SJR Rule 6.33 (R1) Student Ombudsman. There being no comments from those present, Chairperson Hancock adjourned the public hearing. (Trustee Bramlitt joined the meeting.)

S.V.P. Miller reviewed and requested approval to amend SJR Rule 6.33 (R1) Student Ombudsman. Mr. Davis requested that “or his/her designee” be added in the event that the Vice President of Student Affairs/Assistant General Counsel is not available for an extended period of time.

Mr. Davis moved, seconded by Mr. Keith, to approve Senior Vice President Item 11, as submitted with the additional wording (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 11

Chairperson Hancock called a public hearing for an amendment to SJR Rule 7.10 (R2) Satisfactory Academic Progress Policy for Students Receiving Federal Financial Aid and Florida Student Assistance Grant. There being no comments from those present, Chairperson Hancock adjourned the public hearing.

S.V.P. Miller reviewed and requested approval to amend SJR Rule 7.10 (R2) Satisfactory Academic Progress Policy for Students Receiving Federal Financial Aid and Florida Student Assistance Grant.

Mr. Davis moved, seconded by Mr. Coleman, to approve Senior Vice President Item 13, 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 13

S.V.P. Miller referred Trustees to the facilities usage for January 2016.

V.P. Lynn Powers reviewed and requested approval of the Monthly Financial Report for December 2015, Budget Amendments for FY 2015-2016 (Operating Fund 1, Restricted Fund 2, Auxiliary Fund 3, and Plant Fund 7), Personnel Matters, and Write-Off of Tangible Personal Property.

Mr. Coleman moved, seconded by Ms. Bramlitt, 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

Dr. Powers also presented the Annual Property Inventory for information only. Discussion followed on the number of items not found.

Joel Abo reported for V.P. Anna Lebesch who was attending a conference. Mr. Abo reviewed and requested approval for a new program AAS in Applied Management, discontinuation of AS in Industrial Management Technology, revisions to Risk Management and Insurance Course Outlines (RMI2110 and RMI2662), and approval of Financial Accounting (ACG2021C) Prerequisite Course.

Mr. Keith moved, seconded by Mr. Duren, to approve Workforce Development Items 1-4, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Workforce Development). Motion carried (Bramlitt, Coleman, Davis, Duren, Hancock, Keith — Yes).

Approved Workforce
Development Items 1-
4

There was no report for the Faculty Senate.

Faculty Senate

President Pickens stated Mr. Abo is a great asset to the College. He informed the Board that Dr. Brown has been ill and was therefore not at the meeting. He also reported that Dr. Evans has been very ill.

President's Report

President Pickens informed the Board that tentatively the reception at the Governor's Mansion is scheduled for February 10th. University Trustees will be invited as well. Details will be communicated as soon as available.

President Pickens stated the press release regarding the Financial Aid Audit finding has been sent to the press as well as employees.

President Pickens informed the Board that Trustee Lagasse texted that she was not able to attend this meeting as she is at the hospital with a close family member.

President Pickens informed the Board that he and three other college Presidents have been summoned to meet with Senator Gaetz tomorrow regarding the funding formula. He will also discuss Adults with Disabilities program funding. He referenced the letter from Dr. Jordan responding to Senator Gaetz's request.

President Pickens informed the Board that Wendell Davis has been nominated for induction into the University of Florida College of Health and Human Performance's *Distinguished Alumni Hall of Fame*.

Trustee Denise Bramlitt apologized for being late. She was dealing with an unexpected issue at her place of business. She expressed appreciation for the communication regarding the press release.

Trustee Comments

Trustee Ron Coleman commended everyone for the great work.

Trustee Brian Keith expressed appreciation to the College for the surplus furniture donated to the Edge School in Putnam County.

Trustee Mickey Duren expressed appreciation to the staff for "doing a lot with a little".

Trustee Mary Ellen Hancock asked the leadership to express the Trustees' concern and best wishes for a speedy recovery to Drs. Brown and Evans.

Chairperson Hancock adjourned the meeting at 4:05 p.m.

Adjournment