

ST. JOHNS RIVER STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

May 20, 2020

MEMBERS PRESENT:

Mr. Sam Garrison, Chairperson  
Mr. Wendell Davis, Vice-Chairperson  
Ms. Jan Conrad  
Rev. Bobby Crum  
Ms. Leslie Dougher  
Mr. Brian Keith  
Mr. Jim Reid

OTHERS PRESENT:

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

Pursuant to the Governor's Executive Order, the meeting was held virtually via Blue Jeans for Trustees and live streamed via [youtube.com/sjrstate](https://youtu.be/5QoU7naR6wQ) for Public. (File saved at link: <https://youtu.be/5QoU7naR6wQ>)

Chairperson Garrison called the meeting to order. It was noted that all Board members were present virtually.

Chairperson Garrison asked for corrections or additions to the minutes of the April 15, 2020 Workshop and Board Meeting. Mr. Davis moved approval of the minutes and Mr. Crum seconded the motion. Motion carried (Conrad, Crum, Davis, Dougher, Garrison, Keith, Reid - Yes).

Approved Minutes of  
April 15, 2020  
Workshop and Board  
Meeting

The ability to make public comments was available by calling 386-312-4221. There were no public comments.

Public Comment

There was no old business.

Old Business

SVP Melissa Miller reviewed and requested approval to Accept the Addition to Building D (Classroom Building), Orange Park Campus, and Authorize Final Payment to F & G Construction and Plans for Infrastructure Upgrades (power feed and waterline relocation), St. Augustine Campus.

Mr. Davis moved, seconded by Mr. Keith, to approve Senior Vice President Items 1-2, as submitted (a detailed listing is contained in the material submitted by the Office of the Senior Vice President). Motion carried

Approved Senior Vice  
President Items 1-2

(Conrad, Crum, Davis, Dougher, Garrison, Keith, Reid - Yes).

SVP Melissa Miller reviewed for information only New Board Rule SJR 6.36 Student Leaves of Absence and Amendment to Board Rule 5.32 Participation in the Florida Community Colleges' Risk Management Consortium for Employee Insurance Benefits.

Senior Vice President  
Items 3-4

Dr. Powers reviewed and requested approval of the Monthly Financial Report – April 2020, Write-Off of Tangible Property, and Course/Laboratory Fee Changes.

Mr. Keith moved, seconded by Mr. Reid, 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 (Conrad, Crum, Davis, Dougher, Garrison, Keith, Reid - Yes).

Approved Finance  
and Administration  
Items 1-3

Dr. Powers reviewed for information only FY 2018-2019 Financial and Federal Audit Reports.

Finance and  
Administration Items  
4-5

Dr. Ros Humerick reviewed for information only Summer Semester FTE and Headcount data. Discussion followed.

Assessment,  
Research and  
Technology Item 1

Dr. David Campbell reviewed and requested approval of 2020-2021 Handbooks: Allied Health, Criminal Justice, Medical Assisting, Nursing (ASN/LPN-RN Bridge), Nursing (CNA), Nursing (PN), and Nursing (RN to BSN).

Mr. Davis moved, seconded by Mr. Keith, to approve Workforce Development Item 1, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Workforce Development). Motion carried (Conrad, Crum, Davis, Dougher, Garrison, Keith, Reid - Yes).

Approved Workforce  
Development Item 1

Dr. Ellen Burns gave an update on the CARES Act funding. SJR State is eligible for approximately a total of \$3M, half of which will be distributed as direct aid to eligible students. There are specific restrictions and a number of requirements. The College is awaiting additional guidance for the institutional portion of the funds.

CARES Act Update

## Faculty Senate Report

Dr. Aaron Knowles reported on behalf of the Faculty Senate. He expressed appreciation to the staff who have been reviewing and editing closed captioning of over 200 videos that were created when the College transitioned to all online classes. He stated a faculty survey was conducted regarding how the Administration handled the transition to all online classes. The results were positive and the faculty really appreciate the work that Administration has done. Dr. Knowles expressed appreciation to Jack Hall for all the work he has done. Chairperson Garrison expressed thanks for all the Faculty have done.

## President's Report

President Pickens stated it has been a team effort and has been gratifying to see the College community come together in the transition.

President Pickens asked VP Tingle to discuss the reopening plans for the Thrasher-Horne Center. VP Tingle discussed the potential of opening the Conference Center for rental request needs now that the Governor has fully implemented Phase 1. When Phase 2 rolls out allowing gatherings of 50 or fewer people, there is a church that has fewer than 50 attendees who is requesting to rent space. There have been rental requests for small graduation ceremonies. Chairman Garrison noted he is comfortable with this approach.

President Pickens noted that three (3) members of the College community have qualified to run for various offices: Sam Garrison - Florida Senate, Leslie Dougher - County Commission, and Dr. Aaron Knowles – Clay County School Board.

President Pickens thanked Dr. Burns for all of her work on the CARES Act.

President Pickens stated that in regards to the Thrasher-Horne Center (THC), it is the intent to open the Conference Center to rentals sooner than opening the Main Stage to performing arts. People who choose to congregate while following the Governor's Order at that particular time can do so. He did not want any Board member to be unaware when the THC does open for rentals at the discretion of the renter.

President Pickens explained that the newly formed College Reopening Committee (CRC) is comprised of a large number of employees in order to be inclusive. Every employee should feel that he/she has a person

on the Committee to whom he/she can communicate his/her ideas and thoughts. He noted that it will not be our decision when to open, that it will be based on the Governor's Executive Order. However, the College has to be prepared for whenever it is.

President Pickens stated that we will not need a budget workshop in June. He stated that an Executive Session will be held at 1:00 p.m. prior to the regular June 17 meeting to discuss Collective Bargaining.

President Pickens noted that if the Governor's roll out plan is successful, he will get a lot of praise. If there are negative consequences, the Governor will be blamed and it is not his fault as he has trusted Floridians to comply with the terms of the Executive Orders. College employees have been complying.

President Pickens noted that the budget development process has been painful. There are items requested by the Vice Presidents in their respective departments that are needed, but are not included. Implementation of recommendations from the Salary Study are being delayed. There are a number of new positions that are not being presented for approval. He and the Administrative Team are aware that addressing faculty compensation as part of the overall Collective Bargaining process is essential.

President Pickens discussed the need for a succession plan since he is entering DROP in November. His contract is expiring the end of June. An extension will be presented for approval at the June Board Meeting. He is not asking for a new or different contract until there is an agreement with the Faculty.

Trustee comments were made. Board members expressed appreciation to the College staff for everything they have done in the transition.

Trustee Comments

Chairman Garrison thanked the facilities and custodian crews for their roles. He also expressed thanks to the Governor and his team for what Florida is doing as a State. He noted this whole situation has reinforced the goal of this Board to ensure our online programs are some of the best in the State.

Chairperson Garrison adjourned the meeting at 3:33 p.m.

Adjournment