

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

July 17, 2013

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Mary Ellen Webb, St. Johns County

OTHERS PRESENT:

Joe H. Pickens, J.D., Executive Secretary

OTHERS ABSENT:

Mr. Joe C. Miller, II, Attorney for the Board

The meeting was held in the Board Room,  
Administration Building at the Palatka Campus.

Chairman Nelson opened the meeting and called for corrections or additions to the minutes of the previous meeting. Trustee Coleman asked the status of the equity audit. President Pickens stated the College will have to address accessibility issues and there will be unplanned renovations to correct the items that were observed, especially on the older Palatka campus. There being no corrections or additions, Mr. Coleman moved, seconded by Mr. Duren, to approve the minutes of June 12, 2013 as submitted. Motion carried (Bramlitt, Coleman, Davis, Duren, Nelson — Yes).

Approved Minutes of  
June 12, 2013  
Meeting

There were no public comments.

Public Comment

There was no attorney's report.

Attorney's Report

President Pickens introduced the new Trustee Wendell Davis who has been appointed to represent Clay County on the Board.

Introduction of New  
Trustee

V.P. Brown gave an update on the Collier-Blocker In-District Minority Scholarship Program. She introduced the six incoming students who are the new scholarship recipients for this year. Ryan Giddings, one of the

recipients from the first year of the scholarship, expressed his appreciation to the Board. He is the first scholarship recipient to graduate.

E.V.P. Miller reviewed and requested approval of Personnel Matters.

Mr. Coleman moved, seconded by Mr. Duren, to approve Finance and Administration Item 1, 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, Nelson — Yes).

Approved Finance and Administration Item 1

E.V.P. Miller reviewed the Facilities Update and Facilities Usage for June 2013.

Chairman Nelson called a public hearing for consideration of the ASN Student Handbook – Readmission Policy.

Public Hearing for consideration of ASN Student Handbook – Readmission Policy

VP Lebesch reviewed and requested approval of the ASN Student Handbook - Readmission Policy.

Ms. Bramlitt moved, seconded by Mr. Coleman, to approve Workforce Development Item 2, 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, Nelson — Yes).

Approved Workforce Development Item 2

Chairman Nelson called a public hearing for consideration of the BSN Student Handbook.

Public Hearing for consideration of BSN Student Handbook

VP Lebesch reviewed and requested approval of the BSN Student Handbook.

Mr. Duren moved, seconded by Ms. Bramlitt, to approve Workforce Development Item 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, Nelson — Yes).

Approved Workforce Development Item 4

VP Lebesch reviewed and requested approval of the Workforce Development Continuing Workforce Education Course Catalog.

Mr. Coleman moved, seconded by Mr. Davis, to

approve Workforce Development Item 5, 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, Nelson — Yes).

Approved Workforce  
Development Item 5

Carla Shows reviewed and requested approval the Adults with Disabilities (AWD) Grant, the Trade Adjustment Assistance Community College and Career Training (TAACCCT) Grant – Florida Shield, Trade Adjustment Assistance Community College and Career Training (TAACCCT) Grant – XCEL-IT, and Florida College System Developmental Education Massive Open Online Courses Grant.

Mr. Duren moved, seconded by Ms. Bramlitt, to approve Research and Institutional Effectiveness Items 1 - 4, 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, Davis, Duren, Nelson — Yes).

Approved Research  
and Institutional  
Effectiveness Items 1  
– 4

Clay Moore reported for the Faculty Senate. He discussed the status of pay increases. The Faculty who benefited from the move of the bonus give last year to base salary this year are appreciative. The approval of implementing Steps 1 – 14 was also appreciated even though it only affected some of the Faculty. Mr. Moore discussed the Faculty at Santa Fe College who received a 5% increase.

Faculty Senate

Mr. Nelson turned the gavel over to President Pickens for the appointment of Board Officers. Mr. Duren moved, seconded by Mr. Coleman, to elect Mr. Nelson as Chairman of the Board for 2013-2014. There were no other nominations. Motion carried (Bramlitt, Coleman, Davis, Duren, Nelson — Yes). President Pickens turned the gavel over to Chairman Nelson.

Appointment of Board  
Officers 2013-2014

Mr. Coleman moved, seconded by Mr. Duren, to elect Ms. Bramlitt as Vice-Chairman of the Board for 2013-2014. There were no other nominations. Motion carried (Bramlitt, Coleman, Davis, Duren, Nelson — Yes).

Trustee Duren stated that the staff is doing a great job with public relations and marketing tools.

Trustee Comments

Trustee Bramlitt informed the Board of an encounter

with a new student in the nursing program that was positive.

Trustee Coleman stated that he hopes to attend the first AFC Trustee Commission Conference in September.

Trustee Davis stated it will be a pleasure to serve on this Board and thanked everyone for the welcome.

Chairman Nelson agreed with the comments that the staff and President are doing a wonderful job. He looks forward to this being an even better year.

President Pickens informed the Board that he and Pastor Karl Flagg visited Sam Taylor in Hospice last week. While there he came into contact with three people in the nursing program at the College and it was a positive experience.

President's Report

President Pickens stated that the percentage of staff who did not receive raises was higher than the percentage of faculty who did not. Other colleges have raised tuition when St. Johns River State College did not.

President Pickens discussed the 1<sup>st</sup> AFC Trustee Commission Conference that is scheduled for September 12-13, 2013. When the detailed agenda is finalized it will be forwarded.

President Pickens updated the Trustees regarding dual enrollment funding. He and Dr. Brown have a meeting on July 25<sup>th</sup> with the superintendents of the three counties that are served by the College.

President Pickens stated that he and President John Grosskopf are meeting with Chancellor Hanna and Commissioner Bennett on Friday.

President Pickens invited the Board to the Faculty Convocation is scheduled for Thursday, August 15<sup>th</sup>. He invited the Trustees to attend. Trustee Coleman will welcome the faculty. President Pickens will give a brief State of the College address and then a guest speaker will present.

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

Adjournment