

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

October 17, 2012

MEMBERS PRESENT:

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

Mr. Robert Bradley, Clay County

OTHERS PRESENT:

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

The meeting was held in Multipurpose Room J-149 of the Criminal Justice Center at the St. Augustine Campus.

Chairman Leone opened the meeting and Provost Dr. McLeod welcomed everyone to the St. Augustine Campus.

Chairman Leone called for corrections or additions to the minutes of the previous meeting. There being none, Mr. Coleman moved, seconded by Mr. Nelson, to approve the minutes of September 19, 2012, as submitted. Motion carried (Bramlitt, Coleman, Duren, Leone, Nelson, Webb — Yes).

Approved Minutes of
September 19, 2012

Dr. Lebesch introduced Greg Baker, Chairman of Thompson and Baker Insurance, and Joel Abo, Lead Instructor. Mr. Baker, on behalf of his company's Foundation, presented a check as a contribution for a scholarship for students pursuing insurance specialization courses.

There was no attorney's report.

Attorney's Report

There was no old business.

Old Business

V.P. Little reviewed and requested approval of the Monthly Financial Statement, BID-SJR-2012-15 Gas and Diesel Fuel Contract (information only), Write-off of Tangible Personal Property, 2011-12 Operational and Compliance Audit Review (information only – briefed the Board on the four findings), Award RFQ-SJR-20120-13 Pre-Qualified Contractors (Renewals), Award RFQ-SJR-20120-14 Pre-Qualified Contractors (New), and Personnel Matters.

Mr. Coleman moved, seconded by Mr. Duren, to approve Finance and Administration Items 1, 3, 5, 6, and 7, 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, Leone, Nelson, Webb — Yes).

Approved Finance and Administration Items 1, 3, 5, 6, and 7

Chairman Leone called a public hearing for consideration of amendment to SJR State Rule 5.09 Vacation Leave.

Public Hearing for consideration of amendment to SJR State Rule 5.09 Vacation Leave

There being no comments from those present, Chairman Leone adjourned the public hearing.

Mr. Coleman moved, seconded by Mr. Nelson, to approve Finance and Administration Item 9, 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, Leone, Nelson, Webb — Yes).

Approved Finance and Administration Item 9

Chairman Leone called a public hearing for consideration to adopt SJR State Board Rule 4.41 Electronic Funds Transfer.

Public Hearing for consideration to adopt SJR State Board Rule 4.41

Ms. Webb cautioned the Board regarding fraud that has been occurring with phone transfers. VP Little stated the College uses online services. There being no further comments from those present, Chairman Leone adjourned the public hearing.

Ms. Webb moved, seconded by Ms. Bramlitt, to approve Finance and Administration Item 11, 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, Leone, Nelson, Webb — Yes).

Approved Finance
and Administration
Item 11

E.V.P. Miller reviewed Additive Change Order #4 to Core Construction Company of Jacksonville for the Renovations to Buildings S & V at the Orange Park Campus, a Report on Facilities Usage for September 2012, and a Facilities Update. E.V.P. Miller stated no action was required from the Board on these matters.

V.P. Brown reviewed and requested approval of a Statement of Intent to Establish a Consortium Agreement between St. Johns River State College's Department of Adult Education and the Florida Adult and Technical Distance Education Consortium, a new course AML 2010 American Literature I Honors, and the 2013 American Association of Community Colleges (AACC) Exemplary CEO/Board Award Nomination (information only).

Mr. Nelson moved, seconded by Ms. Webb, to approve Academic Affairs Items 1 - 2, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President of Academic Affairs). Motion carried (Bramlitt, Coleman, Duren, Leone, Nelson, Webb — Yes).

Approved Academic
Affairs Items 1 - 2

V.P. Lebesch reviewed and requested approval of the new program Logistics and Transportation Specialist; new courses MAN 2043 Principles of Quality Management, MAN 2500 Operations Management, TRA 2010 Transportation & Distribution, TRA 2131 Purchasing & Inventory Management, TRA 2154 Introduction to Supply Chain Management and TRA 2230 Warehouse Management; and Continuing Workforce Education Courses CWL 0035 Equivalency of Training-Law Enforcement and CWL 0179 Equivalency of Training-Corrections. Mr. Duren requested a presentation of the program to the military community.

Ms. Webb moved, seconded by Mr. Duren, to approve Workforce Development Items 1 - 3, 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, Duren, Leone, Nelson, Webb — Yes).

Approved Workforce
Development Items 1
- 3

V.P. Humerick reviewed and requested approval of the 2012-2015 Strategic Plan for St. Johns River State College.

Mr. Nelson moved, seconded by Ms. Webb, 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 Workforce Development). Motion carried (Bramlitt, Coleman, Duren, Leone, Nelson, Webb — Yes).

Approved Research
and Institutional
Effectiveness Item 1

Summer Garrett, representing the Faculty Senate, discussed a Study Abroad opportunity to be held next summer (information only).

President Pickens stated that he addressed the Faculty Senate at the meeting this past Monday. The main topic was the continuing evolution of the continuing contract.

Trustee Leone informed the Board that she attended the Board of Trustees Chair Training last week and it was very informative. She then attended the ACCT Leadership Congress in Boston and presented with President Pickens, Dr. Charles Hall (President, Florida Gateway College) and Dr. Jim Surrency (Trustee, Florida Gateway College.)

Trustee Comments

President Pickens, along with VP Tingle, expressed appreciation to TD Bank for the scholarship support towards the "Access to Success" Adult Ed Program.

President's Report

President Pickens summarized the information contained in a packet that was distributed. It included: an article, "Pickens speaks on lawsuit," from the Palatka Daily News, October 17, 2012; a letter from Governor Rick Scott to Melinda Miguel, Chief Inspector General, Executive Office of the Governor, dated October 10, 2012; an email from Chancellor Randy

Hanna to College Presidents regarding a “Request for Presidential Evaluations – Rule Development – Information Request ASAP”; and a Public Records Request from the Florida Times Union (this request was made of all 28 colleges and was sent following the letter from the Governor).

President Pickens discussed the presentation at the ACCT Leadership Congress. He discussed the need for continuing professional development and stated that Trustees need to have the opportunity to participate as well.

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

Adjournment