

ST. JOHNS RIVER STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

January 18, 2023

MEMBERS PRESENT:

Mr. Wendell Davis, Chairperson  
Mr. Rich Komando, Vice-Chairperson  
Ms. Makayla Buchanan  
Ms. Jan Conrad  
Mr. Jim Reid  
Mr. Jud Sapp

OTHERS PRESENT:

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

Chairperson Davis called the meeting to order at 3:00 pm.	Meeting Call to Order
There were no public comments.	Public Comment
There was no Old Business.	Old Business
Chairperson Davis requested approval of the Consent Agenda Items A.1-3: 1.a: Minutes of November 28, 2022, Board Workshop and Meeting  2.a-e – Senior V.P./Chief Business Officer: Facilities Usage Report for November & December 2022; Monthly Financial Report – December 2022; Budget Amendment – Operating Fund 1, Restricted Fund 2, Auxiliary Fund 3, and Capital Outlay/Plant Fund 7; Write-offs of Tangible Personal Property; and Personnel Matters.  3.a.i - VP/Chief Institutional Research Officer: Approval of Revision to 2022-2023 College Catalog/ Student Handbook - SACSCOC Accreditation Statement.	Consent Agenda Items
Mr. Komando moved approval of the Consent Agenda Items and Ms. Conrad seconded the motion. Motion carried (Buchanan, Conrad, Davis, Komando, Reid, Sapp - Yes).	Approved Consent Agenda Items A.1-2
Chairperson Davis called a public hearing for Amendment to SJR State Board Rule #5.21 (R3) Fingerprints and Criminal Background Checks. There being no comments, Chairperson Davis adjourned the public hearing.	Public Hearing
Dr. Gilbert Evans noted the additional revision that was distributed. He then reviewed and requested approval of Amendment to SJR State Board Rule #5.21 (R3) Fingerprints and Criminal Background Checks as revised.	
Mr. Komando moved, seconded by Ms. Conrad, to approve Legal Affairs/General Counsel Item B.2, as submitted with the revision (a detailed listing is contained in the material submitted by the Office of Legal Affairs/General Counsel). Motion carried (Buchanan, Conrad, Davis, Komando, Reid, Sapp - Yes).	Approved Legal Affairs/General Counsel Items B.2

Dr. Lynn Powers reviewed and requested approval of Facilities Item to Award RFQ-SJR-14-2022 for New Pre-Qualified Contractor Status.

Mr. Komando moved, seconded by Ms. Buchanan, to approve Chief Business Officer Facilities Item C.1.a, as submitted (a detailed listing is contained in the material submitted by the Office of the Chief Business Officer). Motion carried (Buchanan, Conrad, Davis, Komando, Reid, Sapp - Yes).

Approved Chief  
Business Officer  
Facilities Item  
C.1.a

Dr. Lynn Powers reviewed and requested approval of Facilities Item to Award RFQ-SJR-15-2022 for Renewal of Pre-Qualified Contractor Status.

Mr. Komando moved, seconded by Ms. Conrad, to approve Chief Business Officer Facilities Item C.1.b, as submitted (a detailed listing is contained in the material submitted by the Office of the Chief Business Officer). Motion carried (Buchanan, Conrad, Davis, Komando, Reid, Sapp - Yes).

Approved Chief  
Business Officer  
Facilities Item  
C.1.b

Dr. Lynn Powers reviewed and requested approval of Facilities Item Annual Comprehensive Safety Inspection Report, 2022-23.

Mr. Komando moved, seconded by Ms. Conrad, to approve Chief Business Officer Financial Item C.1.c, as submitted (a detailed listing is contained in the material submitted by the Office of the Chief Business Officer). Motion carried (Buchanan, Conrad, Davis, Komando, Reid, Sapp - Yes).

Approved Chief  
Business Officer  
Facilities Item  
C.1.c

Dr. Powers also reviewed for information only Facilities Item Memorandum of Understanding, Florida School for the Deaf and Blind.

Chief Business Officer  
Item C.1.d

Dr. Powers reviewed for information only financial item Financial Audit for Fiscal Year Ended June 30, 2022.

Chief Business Officer  
Financial Item C.2.a

Dr. Melanie Brown reviewed and requested approval of Revisions to the St. Johns River State College Law Enforcement Academy Admissions Criteria as detailed in the Student Handbook.

Mr. Komando moved, seconded by Mr. Reid, to approve Chief Academic Officer/Provost Items D.1., as submitted (a detailed listing is contained in the material submitted by the Office of the Chief Academic Officer/Provost). Motion carried (Buchanan, Conrad, Davis, Komando, Reid, Sapp - Yes).

Approved Chief  
Academic Officer/  
Provost Item D.1

Dr. Brown introduced Mary Anne Kester, the new Associate Dean of Adult and Teacher Education.

Additional Chief  
Academic Officer/  
Provost Agenda Item

Dr. Brown introduced SJR State's new Assistant Vice President for Workforce Development, Dr. Nate Southerland.

Chief Academic  
Officer / Provost  
Item D.2.

Dr. Edward Jordan presented for information only the Fall 2022 Athletic Department Academic Report. He noted the dates of upcoming games for baseball, softball, and beach volleyball. President Pickens noted that Volleyball Coach Matt Cohen accepted a new position at St. Johns Fisher College in New York.

Chief Academic  
Officer/Provost  
Item D.3

Dr. Jordan presented a detailed update on the new SACSCOC QEP “The Viking Experience: Core to Career.” He explained that experiential learning will be the central part of the QEP. He introduced Dr. Summer Garrett and Anastasia Hohrath, who co-direct the QEP. Students will be equipped with e-portfolios.	Chief Academic Officer/Provost Item D.4
<p>President Pickens asked Dr. Brown to discuss the following:</p> <ul style="list-style-type: none"> <li>• Vikings Days of Service – Friday, January 20. Service projects will be done in all three service counties. More than 100 employees signed up.</li> <li>• Professional Development Institute – Friday, February 3. All full-time employees will participate. President Pickens will deliver a State-of-the College address. Employees will be recognized for years of service. Exemplary employees will be recognized also, as well as retirees. There will be breakout professional development sessions in the afternoon. Dr. Brown will email the program to the Trustees when it is finalized.</li> <li>• Dr. Brown noted that Meghan Deputy has resigned for another position with the ARC of Duval County. President Pickens noted that Ms. Deputy has 17 years of service with the College, most recently as Director of Dual Enrollment.</li> </ul>	Additional Agenda Item
Dr. Ros Humerick reviewed for information only Board Self-Evaluation Procedures. Trustees will receive an email with the link. The Board Chair will review the compiled report at the March Board meeting.	VP/Chief Institutional Research Officer Item E.1
Dr. Humerick gave an update on the reaffirmation timeline and process with SACSCOC. The onsite visit will occur in September. President Pickens noted due to recent legislation, Florida State Colleges are required to change accreditation agencies. He noted that we are exploring other accrediting agencies such as the Higher Learning Commission whose annual meeting this year includes a workshop for colleges considering HLC as its accreditation agency.	Additional Agenda Item
President Pickens requested approval of the Clay Electric Right-of-Way Easement for the student housing project. Discussion followed.	President’s Report
Mr. Komando moved, seconded by Ms. Buchanan, to approve President’s Report Item V.A., as submitted (a detailed listing is contained in the material submitted by the Office of the President). Motion carried (Buchanan, Conrad, Davis, Komando, Sapp – Yes; Reid – No).	Approved President’s Report Item V.A.
President Pickens noted the College received a request from the Governor’s Office regarding the Higher Education Program and Activity Survey, which requested information on everything the College has spent as it relates to diversity, equity, and inclusion, critical race theory. He will email the inquiry and the response to Board members. President Pickens noted the Chronicle of Higher Education has contacted a number of State College presidents for comments. The Florida House of Representatives has also made a request for documents and information in order to assess the costs and benefits of the DEI offices and programs within the State College System. The	

College is in the process of preparing the response and will email it to the Trustees also.

President Pickens gave an update on St. Johns County real estate matters. He and Board Attorney Ron Brown have met with representatives of the developer of the SR 16 property in St. Augustine. He and Dr. Melanie Brown also had conversation with the KB Homes representative.

President Pickens gave an update on the student housing project. The College is choosing TLC Engineering firm, which is pre-qualified.

Trustee comments were made.

Trustees' Comments

Chairperson Davis adjourned the meeting at 4:40 p.m.

Adjournment

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EXECUTIVE SECRETARY

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CHAIRPERSON