

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

February 15, 2017

MEMBERS PRESENT:

Ms. Mary Ellen Hancock, St. Johns Co., Chairperson
Mr. Wendell Davis, Clay County, Vice-Chairperson
Ms. Denise M. Bramlitt, Putnam Co.
Mr. Mickey Duren, St. Johns County
Mr. Brian Keith, Putnam County
Ms. Marlene Lagassé, Putnam County

MEMBERS ABSENT:

Mr. Ronald Coleman, Clay County

OTHERS PRESENT:

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

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

Chairperson Mary Ellen Hancock called the meeting to order and called for corrections or additions to the minutes of the January 18, 2017 meeting. Mr. Keith moved approval of the minutes and Mr. Davis seconded the motion. Motion carried (Bramlitt, Davis, Duren, Hancock, Keith, Lagassé — Yes).

Approved Minutes of
January 18, 2017
Meeting

There were no public comments.

Public Comment

Board Attorney Ron Brown discussed information he received at the ACCT Congress Legal Academy, "Campus Safety and Security" by Saul Ewing LEP.

Attorney's Report

Dr. Melanie Brown welcomed Student Activities Coordinator Stephen Tomasovitch. He expressed appreciation to President Pickens who stepped in as the opening session keynote speaker for the Florida College System Student Government Association Conference last week when the Chancellor cancelled the week before the conference. He then introduced the St. Augustine Campus SGA officers. He overviewed the upcoming activities and invited the Trustees to attend.

St. Augustine Campus
Student Activities
Update

Mr. Davis moved to take from the table the amendment to SJR Rule 5.08 Conditions of Employment. Mr. Keith seconded the motion and motion carried (Bramlitt, Davis, Duren, Hancock, Keith, Lagassé — Yes).

Old Business

Chairperson Hancock called a public hearing for an amendment to SJR Rule 5.08 Conditions of Employment. There being no comments from those present, Chairperson Hancock adjourned the public hearing.

SVP Miller reviewed and requested approval to amend SJR Rule 5.08 Conditions of Employment.

Mr. Davis moved, seconded by Mr. Keith, to approve Old Business Item B, as submitted (a detailed listing is contained in the material). Motion carried (Bramlitt, Davis, Duren, Hancock, Keith, Lagassé — Yes).

Approved Old Business Item B

SVP Miller reviewed and requested approval to award RFQ-SJR-22-2016 – Architect Shortlist for Orange Park Campus Remodeling/Renovation Project and Delegate Authority to President Pickens to Execute the Contract between the College and the Architectural Firm.

Mr. Keith moved, seconded by Ms. Bramlitt, to approve Senior Vice President Item 1, as submitted (a detailed listing is contained in the material submitted by the Office of the Senior Vice President). Motion carried (Bramlitt, Davis, Duren, Hancock, Keith, Lagassé — Yes).

Approved Senior Vice President Item 1

SVP Miller reviewed for information only an amendment to SJR 7.22 (R7) Limited Access Programs and reported on facilities usage for January 2017. She referred the Trustees to a memo regarding an EEOC complaint. She invited the Trustees to attend the “Girls CAN” event on March 10.

V.P. Lynn Powers noted that each Trustee was provided the packet for the President’s Evaluation, which is due by March 8. She reviewed and requested approval of the Monthly Financial Report for January 2017, Personnel Matters, and Write-Off of Tangible Personal Property.

Chairperson Hancock discussed the revisions to the President’s Evaluation tool and requested that Trustees advise her of any additional input.

Ms. Lagassé moved, seconded by Ms. Bramlitt, 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 (Bramlitt, Davis, Duren, Hancock, Keith, Lagassé — Yes).

Approved Finance
and Administration
Items 1-3

V.P. Melanie Brown gave a Collegiate High School Initiative update for information only. The program is currently in Orange Park High School in Clay County and will expand to Middleburg High School this fall. Plans are in process for expansion to Palatka and Interlachen High Schools in Putnam County. Discussion followed.

Academic Affairs Item
1

V.P. Anna Lebesch gave a Workforce update, including a report on the Governor's Jobs Summit that she attended on behalf of the Trustees and College last week.

V.P. Lebesch then reviewed and requested approval of Curriculum Changes to the AS in Business Administration and the Business Specialist College Credit Certificate and approval of Additional College Credit Certificates in RMI Management and RMI Operations.

Mr. Davis moved, seconded by Mr. Duren, to approve Workforce Development Items 2-3, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Workforce Development). Motion carried (Bramlitt, Davis, Duren, Hancock, Keith, Lagassé — Yes).

Approved Workforce
Development Items 2-
3

There was no report from the Faculty Senate.

Faculty Senate

President Pickens reported he spoke at the YMCA Youth in Government Showcase in St. Augustine on January 21.

President's Report

President Pickens stated the College-wide Professional Development Day is on Friday and invited the Trustees to attend.

President Pickens stated Clay County has been ignored and Putnam County has been significantly neglected by First Coast Technical College in the past. He reported that the College is working with the new

School District Superintendent in both counties regarding adopting a Resolution partnering with the College to provide vocational/ technical programs going forward. This item is on the Putnam County School Board Agenda for the February 23 meeting and the Clay County School Board Agenda for the March 2 meeting. The Legislators and business leaders in both counties are supportive.

Trustee Bramlitt discussed vocational/technical programs and the need for communication between the President, the College's Administration, and the Trustees. Discussion followed. President Pickens stated he will make an effort to communicate more with the Board. Trustee Davis stated the President has always responded quickly whenever Mr. Davis has made contact. He noted emails and texts become public records.

Trustee Comments

Trustee Davis reported on the Governor's Jobs Summit, which he attended two weeks ago as part of his job. He also reported on the AFC Trustee Legislative Conference, which he attended last week on behalf of the Trustees.

Trustee Keith reported he attended the FCSSGA opening session at which President Pickens gave the keynote address. He also reported on the AFC Trustee Legislative Conference, which he attended last week on behalf of the Trustees. Next month he is attending the National Association of Workforce Boards Conference on behalf of CareerSource; however, he will gather information that is beneficial for the College as well.

Trustee Lagassé asked when we will know if students who had the application fee waived in the fall as part of the "College Ready Florida" Initiative have enrolled. Dr. Evans explained it will be late summer/early fall for fall 2017 classes.

Trustee Duren referred to an article in the St. Augustine Record regarding SJR State nursing students exceeding the state and national passing rates for the RN licensure exam.

Chairperson Mary Ellen Hancock thanked Dr. Powers and Dr. Humerick for the Board workshop presentation.

Ms. Lagassé moved to adjourn and Mr. Keith seconded the motion. Motion carried (Bramlitt, Davis, Duren, Hancock, Keith, Lagassé — Yes) and Chairperson Hancock adjourned the meeting at 4:50 p.m.

Adjournment