

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

February 17, 2016

MEMBERS PRESENT:

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

OTHERS PRESENT:

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

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

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

Approved Minutes of
January 20, 2016
Meeting

There were no public comments.

Public Comment

Board Attorney Ron Brown provided a copy of two Brechner Reports. Discussion followed on an article regarding the Public Records law.

Attorney's Report

There was no old business.

Old Business

S.V.P. Miller reviewed and requested approval of bid plans and specifications for the Orange Park Campus Pond F Side Slope Restoration.

Mr. Davis moved, seconded by Mr. Coleman, 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, Coleman, Davis, Duren, Hancock, Keith, Lagassé — Yes).

Approved Senior Vice
President Item 1

S.V.P. Miller reviewed Additive Change Order #1 to Anglin Construction Company for the Palatka Campus Additions/Renovations to Building G, Women's Locker Room and referred Trustees to the facilities usage for February 2016.

V.P. Lynn Powers reviewed and requested approval of the Monthly Financial Report for January 2016, Personnel Matters, and Write-Off of Tangible Personal Property. She explained that tuition revenue is \$321K less than last year and a budget reduction of \$800K is projected for this current year. Vice Presidents are identifying areas where the budget can be reduced without impacting services to students. Reductions by category will be brought for approval at the April Board meeting. Dr. Powers stated we do not yet have the legislative appropriation for the FY 16-17 budget. However, if enrollment does not increase, if tuition is not increased, and without the \$1M non-recurring special appropriation received this year, it will be an impact of \$1.8M to the FY 16-17 budget. A Board Workshop for the budget is planned at 2:00 p.m. before the Board Meeting on April 20th.

Trustee Davis discussed how SJR State might attract more students. President Pickens responded we have started the Student Success Campaign with the goal of improving student retention of current students and making the student experience better rather than just focusing on increasing enrollment. He noted that Dean of Enrollment Management Daniel Barkowitz has been incredibly proactive presenting "Financial Aid 101" workshops to seventeen (17) high schools within the three (3) county service area and hosting College Goal Sunday at all three (3) campuses. The College is having 8th grade rallies on campus. Additionally, we are reaching out to students who contact us and then do not enroll and students who enroll and then drop. President Pickens stated that we are also researching accelerated courses that start later in order to capture more students. The academic part is doable, but registration, records, and federal financial aid requirements have to be considered. Discussion followed on accessibility of online colleges.

Chairperson Hancock asked if there is a statutory requirement to adjust the budget mid-fiscal year. Dr. Powers stated we are only required to file the budget at the beginning of the fiscal year. However, since it is a

large reduction, she will request approval of the amended budget.

Trustee Ron Coleman questioned line 5 on the balance sheet. A total of \$14,446 is shown, but the fund type amount is not shown. Dr. Powers will research.

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

Approved Finance
and Administration
Items 1-3

V.P. Melanie Brown directed Board members to a revised cover page for Academic Affairs agenda items. She noted that two (2) items were pulled under 2B New Courses – EUH 2034 Nazi Germany and PSY 2001 Introduction to Experimental Psychology. She then reviewed and requested approval of 2015-2016 Articulation Agreement Between the District Board of Trustees of St. Johns River State College and St. Gerard Campus, Curriculum Revisions Effective Fall 2016 for Department of Arts and Sciences (Revised Courses: MGF 1106 Mathematics for Liberal Arts I, MGF 1107 Mathematics for Liberal Arts II, STA 2023 Elementary Statistics, STA 2023 Honors Elementary Statistics, ARE 2010 Art Skills for Elementary Teachers; New Courses: POT 2002 Introduction to Political Theory, PSY 2602 The Evolution of Modern Psychology; Terminated Courses: AMH 2060 The Southern Frontier, MAT 2905 Special Problems in Mathematics, PHI 2905 Special Problems in Philosophy), Curriculum Revision Effective Fall 2016 for Department of Teacher Education (New Course: EDG 4444 Assessment of Learning and Behavior), Curriculum Revisions Effective Fall 2016 for Department of Adult Education (New Courses: ABX 0100 Mathematics, ABX 0105 Mathematics (Corrections), ABX 0200 Reading, ABX 0205 Reading (Corrections), ABX 0300 Language Arts, ABX 0305 Language Arts (Corrections); Terminated Courses: ABE 1401 Mathematics, ABE 1402 Reading, ABE 1403 Language Arts, ABE 16011 Mathematics (Corrections), ABE 16012 Language Arts (Corrections), ABE 16013 Reading (Corrections), Curriculum Revisions Effective Fall 2016 for Florida School of the Arts (Revised Degrees/Certificates:

Associate in Science in Acting (0155), Associate in Science in Dance Studies/Dance Performance (2513), Associate in Science in Musical Theatre (0159), College Credit Certificate in Stage Technology (0160), Associate in Science in Stage Management (2510); Revised Courses: ART 2330C Figure Drawing, ART 2402C Printmaking II, ART 2502C Figure Painting, ART 2701C Sculpture I, ART 2702C Sculpture II, DAA 1200 Fundamentals of Ballet, DAA 2750 Dance Conditioning, MUS 1010 Student Recital, MUT 1111 Music Theory I, MUT 1221 Sight Singing I, TPP 2260 Acting for the Camera; New Courses: DAA 1000 Fundamentals of Dance, DAA 1100 Fundamental of Contemporary Dance I, DAA 1101 Contemporary Dance, DAA 2201 Intermediate Ballet, DAA 2501 Intermediate Jazz, DAA 2743 Pilates Body Conditioning; Terminated Courses: DAA 2523 Tap Dance III, MVV 2121 Class Voice II).

Mr. Duren moved, seconded by Mr. Keith, to approve Academic Affairs Items 1-5, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Academic Affairs). Motion carried (Bramlitt, Coleman, Davis, Duren, Hancock, Keith, Lagassé — Yes).

Approved Academic
Affairs Items 1-5

V.P. Anna Lebesch introduced Angie Sockwell, the new Dean of Criminal Justice and Public Safety.

V.P. Lebesch reviewed and requested approval of the New Robotics and Simulation Technician CCC; Curriculum Changes to Computer Programming & Analysis AS Degree; New Computer Education Courses CAP2030, CAP2047, CAP2762, CGS1580, CGS1581, COP2220, COP2360; Curriculum Changes to Office Management College Credit Certificate (0435); Deletion of Office Programs: Office Administration AS (2145), Legal Office Administration AS (2147), Office Specialist CCC (0455), Office Support CCC (0465), Legal Office Management CCC (0430), Legal Office Specialist CCC (0450), Legal Office Support CCC (0460); Curriculum Changes to Medical Office AS Degree and Associated Certificates; and Curriculum Change to Health Services Management AS Degree. Following a question by Trustee Coleman, Dr. Lebesch clarified these are effective Fall 2016.

Mr. Coleman moved, seconded by Mr. Davis, to approve Workforce Development Items 1-7, 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, Hancock, Keith, Lagassé — Yes).

Approved Workforce
Development Items 1-
7

There was no report for the Faculty Senate.

Faculty Senate

President Pickens gave an update on Dr. Evans.

President's Report

President Pickens expressed condolences to Trustee Lagassé on the passing of her father-in-law.

President Pickens stated he went to Tallahassee yesterday and had productive meetings with Representatives Corcoran and Fresen.

President Pickens requested to have public conversations regarding the possibility of the college starting a collegiate academy in Putnam County only. He stated there has been much conversation about the status of education in Putnam County and he feels an obligation to explore this possibility, but he would like to do so in a more public way. He asked if any Board member has objections, to please share with him. The academy would have to be completely self-supporting, with a goal that it not effect funding for the College. To be determined are is an academy possible, would it be beneficial, and should the College be the one to do it. President Pickens states he plans to speak to the Putnam School Board as the school system may consider it a threat. There is a potential facility. Trustees expressed support of President Pickens' request.

President Pickens referred the Board to a draft of a press release naming SJR State as one of the Top 150 community colleges by the Aspen Institute College Excellence Program. He noted that in a Florida Times-Union article, FSCJ was mentioned as one of the Top 150, but not SJR State, even though the paper services all three (3) of our counties.

President Pickens reminded the Trustees that Friday is the College-Wide Professional Development Day and the College will be closed to students. He thanked

those who will be in attendance and stated a tour of the women's locker room facilities will be planned.

Trustee Mary Ellen Hancock discussed the presidential evaluation and the items on which he is reviewed. Several initiatives were identified by the Holcombe and Cleary Reports and she suggested the status of accomplishing those should be included as well as the high priority item ease of access to online learning. Also, some of the current items included in the evaluation are mundane. The Board agreed to workshop the items to be included in the 2016 evaluation. Chairperson Hancock requested the data for the matrix of information in order to provide the rating on the evaluation.

Trustee Comments

President Pickens stated that Budget Workshops are planned to be held on April 20th and May 18th prior to the Board meeting.

President Pickens stated that his contract expires on June 30. Discussion followed on the procedure for the new contract and Trustees requested ample time to review it. President Pickens suggested that he meet with the Chairperson and Board Attorney to discuss any changes. A redline version will then be distributed for the Board's review by the end of March before approval is requested at the June Board meeting. Also requested were examples of other College presidents' contracts from large and middle size colleges.

Trustee Denise Bramlitt referred to recent newspaper articles about Corky Diamond building student housing in Palatka. President Pickens stated that he and SVP Miller have met with Mr. Diamond multiple times and facilitated his meeting with the Dean of the Florida School of the Arts and the FloArts Recruiter. President Pickens stated that during his meeting with Representative Corcoran yesterday, he shared information on FloArts and an amendment that could have been attached to a bill that would have allowed us to have on-campus student living. He has also spoken with the Patel family who own the building across the street.

Chairperson Hancock adjourned the meeting at 4:20 p.m.

Adjournment