

ST. JOHNS RIVER STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

February 20, 2019

MEMBERS PRESENT:

Mr. Sam Garrison, Chairperson
Mr. Wendell Davis, Vice-Chairperson
Rev. Bobby Crum
Ms. Leslie Dougher
Mr. Brian Keith
Mr. Jim Reid

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 J149, St. Augustine Campus.

Chairperson Garrison called the meeting to order and asked for corrections or additions to the minutes of the January 16, 2019 Board Workshop and the minutes of the January 16, 2019 Board Meeting. Mr. Davis moved approval of the minutes and Mr. Keith seconded the motion. Motion carried (Crum, Davis, Dougher, Garrison, Keith, Reid - Yes).

Approved Minutes of
January 16, 2019
Board Workshop and
Board Meeting

Chairman Sam Garrison recognized President Joe Pickens for his ten (10) years of service to the College by presenting President Pickens with a pin and certificate.

Presentation
Recognizing
President Pickens

Dr. Brown welcomed Stephen Tomasovitch, St. Augustine Campus Student Activities Coordinator, and students, who gave an update on SGA (Student Government Association) and club activities. Mr. Tomasovitch is the State Coordinator for SGA.

SAC Student
Activities and SGA
Update

Dr. Evans introduced Dr. Douglass Lobo, the new Care Counselor, who will be in charge of the student assistance program. President Pickens noted the College previously contracted these services.

Introduction of Dr.
Lobo

There were no public comments.

Public Comment

Board Attorney Ron Brown presented information on "Orientation Follow-up".

Attorney's Report

There was no old business.

Old Business

SVP Melissa Miller reviewed and requested approval of the College Wide 5 Year Campus Master Plan. Joe Kuehmeier overviewed the plans for each campus. President Pickens spoke to the long-range plans for the Orange Park Campus in regards to the growth of the outer beltway. Discussion followed regarding the Workforce Training Center in Palatka. Discussion followed regarding the St. Augustine Campus. A presence in north St. Johns County was discussed as well. Chairperson Garrison asked for information at a future meeting on how the physical plant/buildings factor with what we see as the increase in distance learning.

SVP Melissa Miller reviewed and requested approval of the acceptance of the Building F (Florida School of the Arts) Renovation with Addition of Painting Studio Project, Palatka Campus, and Authorization to make final payment to C. C. Borden.

SVP Miller reviewed and requested approval of Plans/ Specifications for the Renovation with Addition to Building V, St. Augustine Campus. She introduced Architect Melodi Bishop who spoke about the project. SVP Miller reviewed the timeline for the next steps in the process.

SVP Miller reviewed for information only a Deductive Change Order #4 for Building F (Florida School of the Arts) Renovation with Addition of Painting Studio, Palatka Campus, which adjusts the contract time by 47 days and reduces the contract amount; Amendment to SJR 3.04 (R1) College Direct Support Organizations; Continuity of Operations Plan; and Facilities Usage for January 2019.

Mr. Keith moved, seconded by Mr. Davis, to approve Senior Vice President Items 1-3, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Senior Vice President). Motion carried (Crum, Davis, Dougher, Garrison, Keith, Reid - Yes).

Approve Senior Vice President Items 1-3 and FYI Items 4-7

Dr. Lynn Powers discussed the Annual Presidential Evaluation for information only.

Dr. Powers reviewed and requested approval of the Monthly Financial Report – January 2019, Write-Off of Tangible Personal Property, Personnel Matters, and 2018 Annual Property Inventory.

Mr. Crum moved, seconded by Mr. Keith, to approve Finance and Administration Items 2-5, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Finance and Administration). Motion carried (Crum, Davis, Dougher, Garrison, Keith, Reid - Yes).

Approved Finance
and Administration
Items 2-5

Dr. Melanie Brown reviewed and requested approval of the following Curriculum Revisions effective Fall 2019 for the Department of Teacher Education: a. Course Deletions - ARE 2010 Art Skills for Elementary Teachers, EDF 3604 Social and Historical Foundations of Education, EDF 4490 Research in Educational Studies, EDF 4632 Sociology of Education, EDF 4781 Education Issues for the 21st Century, EDF 4810 Comparative and International Education, and EDF 4932 Senior Capstone for Educational Studies; and b. Revised Course Description: EPI 0001 Classroom Management.

Dr. Melanie Brown reviewed and requested approval of the following Curriculum Revisions effective Fall 2019 for the Department of Business Education: a. New Course: ACG 2002 Computer Accounting Applications and b. Revised Business Education AS Degrees and Certificates - AS in Accounting Technology (0093) [Accounting Technology Operations Certificate (0402) and Accounting Technology Management Certificate (0401)] and AS in Business Administration (0202).

Dr. Melanie Brown reviewed and requested approval of the following Curriculum Revisions effective Fall 2019 for the Department of Computer Education: a. New Courses - COP 2551 Introduction to Object Oriented Programming with Java, CTS 2358C Server Identity & Directory Services, and CTS 2370 Virtual Infrastructure and b. Course Deletions - OST 1145 Keyboarding, OST 1435 Legal Terminology, OST 1811 Desktop Publishing, OST 2850 Microsoft Office Professional, OST 2850 Medical Office Professional, OST 1355 Electronic Records Management, OST 1581 Professional Development in the Work Environment, OST 2431 Legal Office Procedures, GIS 1042 Introduction to Geographic Information II, GIS 1040 Introduction to Geographic Information Systems I, GIS 1047 Application of Geographic Information Systems, COP 2800 Java Programming, CGS 2525 Presentation Technology, CGS 1580 Desktop Publishing, CAP 2141 Data Forensics II, CAP 2134 Database Security, COP 2700 Introduction to SQL, CGS 1581 Microsoft Word for Windows, CET 2556C Structured Cabling System,

CAP 2140 Data Forensics I, and CAP 2030 3D Modeling and Animation.

Dr. Melanie Brown reviewed and requested approval of the following Curriculum Revisions effective Fall 2019 for the Department of Organizational Management: a. Course Title Change: MAN 4900 Capstone—Organizational Management and b. Course Deletions - DSC 4710 Emergency Management Capstone, HSA 4850 Internship/Capstone Course, and ISM 4900 Capstone—Management Information Systems.

Dr. Melanie Brown reviewed and requested approval of the following Curriculum Revisions effective Fall 2019 for the Florida School of the Arts: a. Program Changes - New Animation Specialization in Associate in Science in Visual Art (0152), Revised Theatre Technology AS Degree (0161), and Revised Stage Management AS Degree (2510); b. Revised Courses - TPA 1260 Sound for the Stage, TPA 2220 Lighting Design, and TPP 2300 Play Directing; and c. New Courses - ART 2370C Drawing for Animation, DIG 2300C Principles for 2D Animation, DIG 2341C Introduction to Motion Graphics and Compositing, DIG 2437 Storytelling, and THE 2304 Script Analysis.

Dr. Melanie Brown reviewed and requested approval of the following Curriculum Revisions effective Fall 2019 for the Department of Arts and Sciences: a. Course Deletions - AFA 2000 Minorities: The African-American Experience, BOT 2010 Botany, BOT 2010L Laboratory for Botany, BSC 2362 Tropical Ecology, BSC 2362L Laboratory for Tropical Ecology, EGM 2511 Engineering Mechanics – Statics, ENC 0022 Developmental Writing Combined, FRE 1120 Beginning French I, FRE 1121 Beginning French II, HUM 2512 Architectural Reflection of Culture, ISS 2160 Cultural Diversity in the United States, LIT 2110 World Literature I, LIT 2111 World Literature II, LIT 2330 Children’s Literature, REA 0019 Developmental Reading Combined, REA 1105 College Reading and Study Skills, REA 1505 College Vocabulary Study, REA 2205 Critical Reading and Thinking, and SPN 1015 Conversational Spanish; b. Revised Course Descriptions - SPN 1120 Foundations of Spanish I, SPN 1121 Foundations of Spanish II, BSC 1005 Introduction to Biology, BSC 1020 Human Biology, BSC 2010 General Biology I, BSC 2010 Honors General Biology, BSC 2085 Human Anatomy and Physiology I, BSC 2085 Honors Human Anatomy and Physiology I, CHM 1045 General Chemistry I, CHM

1045 Honors General Chemistry I, CHM 1046 General Chemistry II, CHM 1046 Honors General Chemistry II, and PSY 2012 General Psychology; and c. General Education Revision.

Mr. Crum moved, seconded by Mr. Davis, to approve Academic Affairs Items 2-7, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Academic Affairs). Motion carried (Crum, Davis, Dougher, Garrison, Keith, Reid - Yes).

Approved Academic
Affairs Items 2-7

Dr. Ros Humerick reviewed and requested approval of the Reaffirmation of the College Mission, Vision and Values for the 2016-2021 Strategic Plan; Reaffirmation of the College Goals and Objectives for the 2016-2021 Strategic Plan; and Strategic Plan Performance Measures: 2017-2018 Update. She reviewed Fall FTE Trends for information only. Discussion followed regarding the FTE data. Trustee Dougher asked for data on capacity. Chairman Trustee asked for data on the divergence on credit classes among the three campuses.

Mr. Davis moved, seconded by Mr. Keith, to approve Assessment, Research and Technology Items 1-3, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Assessment, Research and Technology). Motion carried (Crum, Davis, Dougher, Garrison, Keith, Reid - Yes).

Approved
Assessment,
Research and
Technology Items 1-3

Clay Moore reported on behalf of the Faculty Senate.

Faculty Report

Chairman Garrison asked VP Caroline Tingle for a brief update on the Thrasher-Horne Center. The Clay County Board of County Commissioners has approved the sixth year of an agreement in the amount of \$125,000 contribution.

Update on Thrasher-
Horne Center

President Pickens thanked Trustee Garrison for representing the College at the Clay County BOCC meeting.

President's Report

President Pickens spoke about the visioning session held with Vice Presidents last week. The exercise was valuable to all.

Trustee comments were made. Trustee Crum asked if the Board Meetings can be moved to an earlier start date as he has a commitment with his job on

Trustee Comments

Wednesday evenings. President Pickens stated discussion can be held about this including choosing a different day to hold the meetings.

Chairperson Garrison adjourned the meeting at 5:00 p.m.

Adjournment