

ST. JOHNS RIVER STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

February 20, 2023

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Ms. Jan Conrad - excused

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

Dr. Melanie Brown recognized SJR State Outstanding Faculty Member Julie Blanco-Davila, who teaches at the St. Augustine Campus.

Employee Spotlight

There was no Old Business.

Old Business

Chairperson Davis requested approval of the Consent Agenda Items A.1-3:

Consent Agenda Items

1.a: Minutes of January 18, 2023, Board Meeting

2.a-d – Senior V.P./Chief Business Officer: Facilities Usage Report for January 2023; Monthly Financial Report – January 2023; Write-offs of Tangible Personal Property; and Personnel Matters.

3.a-d - Chief Academic Officer/Provost: Approval of the following curriculum revisions effective Fall 2023 for the Florida School of the Arts: New Courses - TPP 2261 Acting for the Camera II; Revised Courses - MUT 1001 Fundamentals of Music Theory, MVV 1011 Applied Voice Prep, MVV 1311 Applied Major Voice I, MVV 1312 Applied Major Voice II, MVV 2321 Applied Major Voice III, MVV 2322 Applied Major Voice IV; and Revised Program - Acting (0155).

Approval of the following curriculum revisions effective Fall 2023 for the Department of Arts and Sciences:

New Courses - BSC 1003 Microbes and Society, MUH 2110 Songs for the Dead: An Introduction to Music History & Literature; Revised Courses - CHM 1045 General Chemistry I, CHM 1045 Honors General Chemistry I, CHM 1046 General Chemistry II, CHM 1046 Honors General Chemistry II, DEP 2004 Human Growth and Development, DEP 2004 Honors Human Growth and Development, DEP 2302 Adolescent Psychology, EEC 4930 Senior Seminar, EEC 4940 Student Internship, EPI 0012 Foundations of Research-Based Practices in Reading III, MAT 1033 Intermediate Algebra, RED 4940 Final Reading Practicum, STA 2023 Elementary Statistics, STA 2023 Honors Elementary Statistics; Course to Delete - MAT 1930 Games for Analytical Reasoning; and, Revised Program - Associate in Arts (0001).

Approval of the following curriculum revisions effective Fall 2023 for the Department of Adult Education: New Courses - ABX 0401 ABX-Reasoning through Language Arts-4 day, ABX 0402 ABX-Reasoning through Language Arts-4 day Summer A, ABX 0403 ABX-Reasoning through Language Arts-4 day Summer B, ABX 0420 ABX-Reasoning through Language Arts-online, ABX 0421 ABX-Reasoning through Language Arts-online Summer A, ABX 0422 ABX-Reasoning through Language Arts-online Summer B; and Courses to Delete - ABX 0200 ABX-Reading-5 day, ABX 0201 ABX-Reading-4 day, ABX 0202 ABX-Reading-4 day Summer A, ABX 0203 ABX-Reading-4 day Summer B, ABX 0220 ABX-Reading-Online, ABX 0221 ABX-Reading-Online Summer A, ABX 0222 ABX-Reading-Online Summer B, ABX 0300 ABX-Language-5 day, ABX 0301 ABX-Language-4 day, ABX 0302 ABX-Language-4 day Summer A, ABX 0303 ABX-Language-4 day Summer B, ABX 0320 ABX-Language-Online, ABX 0321 ABX-Language-Online Summer A, ABX 0322 ABX-Language-Online Summer B.

Approval to provide an additional 500 SJR State application fee waivers to be utilized by Recruiting and the Florida School of the Arts for Open House Events.

Mr. Komando moved approval of the Consent Agenda Items and Ms. Buchanan seconded the motion. Motion carried (Buchanan, Davis, Komando, Reid, Sapp - Yes).

Approved Consent
Agenda Items A.1-3

Dr. Lynn Powers reviewed and requested approval of Facilities Item Thrasher-Horne Center (THC) Interior

Refurbishment Project. The THC will be closed for the project to be completed during the month of July.

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

Approved Chief
Business Officer
Facilities Item
B.1.a

Dr. Lynn Powers reviewed and requested approval of Financial Item 2022 Annual Property Inventory. She noted that items valued at \$1,000.00 or higher are tagged. Trustee Reid led discussion on the possibility of raising the amount. Following the discussion, Chairperson Davis requested that Dr. Powers bring a recommendation to the Board within six (6) months. President Pickens stated we will contact other colleges our size to survey what they are doing.

Mr. Komando moved, seconded by Ms. Buchanan, to approve Chief Business Officer Facilities Item B.2.a, as submitted (a detailed listing is contained in the material submitted by the Office of the Chief Business Officer). Motion carried (Buchanan, Davis, Komando, Reid, Sapp - Yes).

Approved Chief
Business Officer
Financial Item
B.2.a

Dr. Powers reviewed for information only Personnel Item Presidential Evaluation. She noted the tool will be sent electronically by HR Director Chuck Romer with a due date of March 3.

Chief Business Officer
Item B.3.a

President Pickens reviewed and requested approval of Documents to Form New Direct Support Organization for Student Housing:

1. Resolution Related to the Leasing of Real Property to Facilitate the Construction of Certain Student Housing Facilities on the College's Palatka Campus and Authorizing the Establishment of a Not-for-Profit Corporation under Chapter 617, Florida Statutes to be Certified as a Direct Support Organization of the College and Providing an Effective Date
2. Articles of Incorporation of St. Johns River State College Student Housing Corporation
3. Bylaws of St. Johns River State College Student Housing Corporation

Mr. Komando noted several revisions to the Articles of Incorporation. Discussion followed.

Mr. Komando moved, seconded by Ms. Buchanan, to approve President's Report Items VI.A.1-3 as revised (a detailed listing is contained in the material submitted by the Office of the President). Motion carried (Buchanan, Davis, Komando, Reid, Sapp - Yes).

Approved President's Report Items VI.A.1-3

President Pickens gave an update on the student housing project, including information on the easement for the building and the parking lot, in anticipation of the lease coming before the Board in March. He described the new access road. He noted the terms of the lease are still being discussed.

President's Report Item VI.B.

Trustee Komando requested information on the estimated dollar values of the building and the parking lot. Discussion followed.

President Pickens summed up the documents to be brought before the Board at the March meeting:

- Legal description of easement
- Legal description of building
- Legal description of future purposes of parking lot
- Estimates of capital expenditure the College will make in the parking lot and infrastructure
- Terms of lease

President Pickens informed the Board that spring break is the week of March 13-17.

President Pickens requested approval to change the date of the Board of Trustees Meeting in May from the 15th to the 22nd to allow more time for budget information to be prepared.

Chairperson Davis requested to expand the discussion to include setting meeting dates for FY 2023-24. Discussion followed. It was decided to poll College staff on the best days of the month to have the meetings and to report back to the Board next month for further discussion with all Board members present.

Following further discussion, it was decided to move the May meeting to May 22; however, in order to accommodate Trustees' schedules, the Board Budget Workshop will begin at 2:30 pm and the Board Meeting will begin at 3:30 pm. It will still be held at the St. Augustine Campus as originally planned. President Pickens noted that an Executive Session for Collective Bargaining is tentatively scheduled in April.

Mr. Komando then moved, seconded by Ms. Buchanan, to approve President's Report Items VI.C., as submitted (a detailed listing is contained in the material submitted by the Office of the President). Motion carried (Buchanan, Davis, Komando, Reid, Sapp - Yes).

Approved President's Report Item VI.C.

Trustee comments were made.

Trustees' Comments

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

Adjournment

EXECUTIVE SECRETARY

CHAIRPERSON