

ST. JOHNS RIVER STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

March 11, 2020

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Mr. Brian Keith – excused due to work obligations

OTHERS PRESENT:

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

The meeting was held in the Thrasher-Horne Center, Suites C & D, at the Orange Park Campus.

Chairperson Garrison called the meeting to order and asked for corrections or additions to the minutes of the January 22, 2020 Board Meeting. Mr. Davis moved approval of the minutes and Ms. Conrad seconded the motion. Motion carried (Conrad, Crum, Davis, Dougher, Garrison, Reid - Yes).

Approved Minutes of
January 22, 2020
Board Meeting

There were no public comments.

Public Comment

Ron Brown noted the Attorney's Report on "Ethics Update: Misuse of Office and Voting Conflicts" was included in the Board Meeting packet for information.

Attorney's Report

There was no old business.

Old Business

SVP Melissa Miller reviewed and requested approval of Plans/Specifications for Renovation with Addition to Building V, St. Augustine Campus; Renovation to Building V, Orange Park Campus, and make final payment to F & G Construction; and Award BID-SJR-03-2019 to F & G Construction for Renovation and Workforce Addition to Building L, Orange Park Campus, for Base and Alternates and to Accept Unit Prices. She explained this concludes the big remodeling/renovation campus-wide project. She discussed the need to realign the south entrance of the Orange Park Campus with the traffic light. Additional parking is also needed.

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

Approved Senior Vice
President Items 1-3

SVP Melissa Miller reviewed for information only Additive Change Order #001-PAL for Reroofing Building A, Palatka Campus to E. Vaughan Rivers, Inc. and Facilities Usage for January/February 2020.

Senior Vice President
Items 4-5

SVP Melissa Miller discussed additional cleaning efforts in response to the Coronavirus.

Dr. Powers discussed for information only the process for the Annual Presidential Evaluation. A summary of the results will be brought to the April Board Meeting.

Dr. Powers reviewed and requested approval of the Monthly Financial Report – February 2020, Write-Off of Tangible Personal Property, Personnel Matters, 2019 Annual Property Inventory, Facilities Usage Fee, and a transfer from Board Designated Operating Reserves to the Unexpended Plant Fund.

President Pickens stated the College will no longer receive PECO funds from the Legislature for repairs and maintenance. The Legislature is also no longer appropriating funds for new facilities.

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

Approved Finance
and Administration
Items 2-7

Dr. Melanie Brown reviewed and requested approval of curriculum revisions effective Fall 2020 for the Department of Arts and Sciences:. New Courses - SLS 1122 Academic Pathways for College Success, BSC 1020C Human Biology and Laboratory, EVR 1001C Introduction to Environmental Science and Laboratory, ENC 0027C Fundamental Reading and Writing Combined, ENC 0037C Integrated Reading and Writing Combined; Revised Courses - ASL 1150 American Sign Language II: Prerequisite changed from "ASL 1140 or SPA 1612" to "ASL 1140," CHM 2210 Organic Chemistry I: Prerequisite changed from CHM 1046 General Chemistry II to CHM 1045 General Chemistry

I, CHM 2211 Organic Chemistry II: CHM 1046 General Chemistry II is added as a co-requisite, IDS 1110 Honors Explorations: Move the course from social science to communications. Change program outcomes (Section V) from social science to communications. IDS 1110 will be an alternative to SLS 1112 Academic Pathways for College Success. This change is to ensure that SLS 1112 and IDS 1110 are in the same area of general education; and Revised Programs - General Education and Associate in Arts.

Dr. Melanie Brown reviewed and requested approval of curriculum revisions effective Fall 2020 for the Florida School of the Arts: Revised Courses - ART 2955 Portfolio Presentation, Capstone Seminar: Change prerequisite to read DIG 2580 and GRA 1413 or permission of instructor, DIG 1000 Introduction to Digital Media: Make course open to any SJR State student (not limited to FloArts students), DIG 2580 Digital Portfolio, Portfolio Seminar: Add prerequisite: GRA 1413 or permission of instructor, TPA 1200 Introduction to Production/Design: Make course open to any SJR State student (not limited to FloArts students), and TPP 2300 Play Directing: Change prerequisite to read TPP 2111 or THE 2304 with a grade of "C" or higher and permission of instructor; and Revised Program: Musical Theatre (0159).

Dr. Melanie Brown reviewed and requested approval of curriculum revisions effective Fall 2020 for the Department of Business Education: New Course - MAR 2723 Social Media Implementation; Revised Course - ACG 2450 Computer Accounting Applications: Change Prerequisite from MTB 1103 or MAT 1033 to ACG 2021C. Change Degree Type from AS to AAS, AS, or AA; New Program - Digital Marketing Management Certificate (0252140112); and Revised Programs - Business Specialist Certificate (0428) and Business Administration Associate in Science Degree (0202).

Dr. Melanie Brown reviewed and requested approval of curriculum revisions effective Fall 2020 for the Department of Computer Education: New Courses - CAP 1760 Intro to Analytics, CAP 2741 Data Visualization and Modeling, CET 2892C Advanced Cyber Security, CGS 2510 Excel Data Analysis, COP 1700 Introduction to SQL, COP 2701 Advanced Database Concepts in Programming; Course to Delete - CET 2620C Accessing the WAN; New Program: Data Science and Analysis AS Degree; Revised

Programs - Internet Services Technology AS Degree (0136), Network Systems Technology AS Degree (0193), and Network Infrastructure Certificate (4123).

Dr. Melanie Brown reviewed and requested approval of curriculum revisions effective Fall 2020 for the Department of Organizational Management: New Courses - CGS 4097 Emerging Topics in Computing, CIS 3083 Introduction to Cloud Computing, CNT 3421 Cloud Security, COP 4365 Software System Development, CTS 4379C Advanced Cloud Infrastructure, ISM 3321 Cybersecurity Fundamentals and ISM 4300 Information System Operation Management; Courses to Delete - *8200 Specialization*: DSC 3038 Preparation and Response for Terrorism & Risk, DSC 3079 Foundations of Public Safety, DSC 3554 Critical Infrastructure, DSC 3564 Homeland Security Threat Strategy, DSC 4016 Public Safety Policy and Law, PAD 3223 Public Sector Budgeting, and PAD 4232 Grant Administration & Resource Development; and New Specialization - Organizational Management BAS, Specialization in Emerging Computer Technologies (significant revision to 8300 Computer Information Systems).

Dr. Melanie Brown reviewed and requested approval of the St. Johns River State College Learning Resources Policies - Code of Patron Behavior (Revised), Policy for Observances and Events (New), Access Policy (Revised), and Collection Development Policy (Revised).

Mr. Davis moved, seconded by Ms. Conrad, to approve Academic Affairs Items 1-6, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Academic Affairs). Motion carried (Conrad, Crum, Davis, Dougher, Garrison, Reid - Yes).

Approved Academic
Affairs Items 1-6

Dr. Melanie Brown gave an update on the steps Faculty are taking to prepare in case the College needs to move to all online instruction due to the Coronavirus. She noted the Study Abroad trip to Ireland has been cancelled.

Dr. Ros Humerick reviewed and requested approval of the FinTech Initiative Grant Subaward; Reaffirmation of the College Mission, Vision and Values for the 2016-2021 Strategic Plan; and Reaffirmation of the College Goals and Objectives for the 2016-2021 Strategic Plan.

She also reviewed for information only Strategic Plan Performance Measures: 2018-2019 Update.

Mr. Crum moved, seconded by Ms. Conrad, 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 (Conrad, Crum, Davis, Dougher, Garrison, Reid - Yes).

Approved
Assessment,
Research, and
Technology Items 1-3

Chairperson Garrison called a public hearing for approval on a Change to Admission Criteria for Practical Nursing Program. There being no comments from those present, Chairperson Garrison adjourned the public hearing.

Dr. David Campbell reviewed and requested approval of a Change to Admission Criteria for Practical Nursing Program.

Mr. Crum moved, seconded by Mr. Reid, to approve Workforce Development Item 2, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Workforce Development). Motion carried (Conrad, Crum, Davis, Dougher, Garrison, Reid - Yes).

Approved Workforce
Development Item 2

Dr. David Campbell reviewed and requested approval of a Curriculum Change to NUR3805 (adding prerequisite of ENC1102) and to ETI1843C (adding prerequisite of EET1084C).

Mr. Reid moved, seconded by Ms. Dougher, to approve Workforce Development Items 3-4, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Workforce Development). Motion carried (Conrad, Crum, Davis, Dougher, Garrison, Reid - Yes).

Approved Workforce
Development Items 3-
4

Dr. Gilbert Evans reviewed and requested approval of the 2020-2021 Academic Calendar.

Mr. Reid moved, seconded by Ms. Dougher, to approve Student Affairs Item 1, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Student Affairs). Motion carried (Conrad, Crum, Davis, Dougher, Garrison, Reid - Yes).

Approved Student
Affairs Item 1

Dr. Aaron Knowles reported on behalf of the Faculty Senate.

Faculty Senate Report

President Pickens commended the College staff on the day-to-day efforts in preparing for the Coronavirus. President Pickens expressed appreciation to Trustee Crum for attending Professional Development Day.

President's Report

President Pickens spoke about the implementation of the new SLS class potentially increasing persistence rates.

President Pickens gave an update on the Legislative Session and potential funding for SJR State College.

President Pickens discussed ongoing communications with all employees regarding planning for the Coronavirus. He specifically spoke about decisions limiting out-of-district travel and also how it will affect athletics. He stated the AFC Regional Meetings have been cancelled. President Pickens stated the College's website is being updated frequently with information.

Trustee comments were made.

Trustee Comments

Chairman Garrison expressed appreciation for the FTE data provided.

Chairman Garrison discussed the importance of safety in regards to moving the south entrance of the Orange Park Campus to align with the traffic light.

Chairman Garrison discussed having a ceremony for completion of the Orange Park Campus construction and remodeling projects.

Chairman Garrison discussed attending the press conference held by the Governor announcing the FinTech grant. He expressed appreciation that SJR State College is collaborating with FSCJ on this project.

Chairman Garrison recommended displaying the work of the Florida School of the Arts' students throughout the three (3) campuses.

Chairperson Garrison adjourned the meeting at 3:25 p.m.

Adjournment