

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

April 16, 2014

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Col. Mickey Duren, St. Johns County

OTHERS PRESENT:

Joe H. Pickens, J.D., Executive Secretary
Mr. Joe C. Miller, II, Attorney for the Board

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

Chairperson Denise Bramlitt opened the meeting. President Joe Pickens explained that the New Board Member Orientation Workshop was adjourned so that the regularly scheduled Board meeting could begin on time; however, two Vice Presidents still needed to present information.

VP Gilbert Evans gave a brief overview on his areas of responsibilities within the Department of Student Affairs.

Caroline Tingle, VP of Development and External Affairs, presented information on the SJR State Foundation and explained the relationship with the College. She announced that Denton Yockey has been hired as the new Executive Director of the Thrasher-Horne Center for the Arts upon the retirement of Tony Walsh.

President Pickens announced that upon the retirement of Jim Roy, Provost at the Orange Park Campus, he is appointing Dr. Anna Lebesch as Orange Park Campus Executive Director. She will also retain her title and responsibilities as Vice President of Workforce

Development.

Chairperson Bramlitt then called for corrections or additions to the minutes of the previous meeting. There being no corrections or additions, Mr. Davis moved, seconded by Mr. Coleman, to approve the minutes of March 12, 2014 as submitted. Motion carried (Bramlitt, Coleman, Davis, Hancock, Keith, Lagassé — Yes).

Approved Minutes of
March 12, 2014
Meeting

There were no public comments.

Public Comment

There was no Attorney's Report.

Attorney's Report

There was no old business.

Old Business

V.P. Little reviewed and requested approval of the Monthly Financial Report – March 2014, Write-Off of Tangible Personal Property, 2013-14 Equity Report, and Personnel Matters.

Following discussion regarding the equity report, Ms. Hancock moved, seconded by Mr. Keith, to approve Finance and Administration Items 1-4, 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, Hancock, Keith, Lagassé — Yes).

Approved Finance
and Administration
Items 1 - 4

E.V.P. Miller gave an update on facilities.

Chairperson Bramlitt called a public hearing for amendment of Board Rule SJR State Rule 6.03(R2) Standards of Conduct.

There being no comments from those present, Chairperson Bramlitt adjourned the public hearing.

E.V.P. Miller reviewed the background history for amending the rule and requested approval of the amendment of Board Rule SJR State Rule 6.03(R2) Standards of Conduct.

Mr. Davis moved, seconded by Mr. Coleman, to approve Executive Vice President Item 3, as submitted (a detailed listing is contained in the material submitted by the Office of the Executive Vice President). Motion carried (Bramlitt, Coleman, Davis, Hancock, Keith, Lagassé — Yes).

Approved Executive
Vice President Item 3

Chairperson Bramlitt called a public hearing for amendment of Board Rule SJR State Rule 7.22(R6) Limited Access Programs.

There being no comments from those present, Chairperson Bramlitt adjourned the public hearing.

E.V.P. Miller explained that two programs are being added and requested approval of the amendment of Board Rule SJR State Rule 7.22(R6) Limited Access Programs.

Mr. Davis moved, seconded by Ms. Hancock, to approve Executive Vice President Item 5, as submitted (a detailed listing is contained in the material submitted by the Office of the Executive Vice President). Motion carried (Bramlitt, Coleman, Davis, Hancock, Keith, Lagassé — Yes).

Approved Executive
Vice President Item 5

E.V.P. Miller reviewed and requested approval to accept the Palatka Campus Athletic Field Improvements Project and authorize final payment to Armstrong Contracting Services, Inc. She also reviewed Additive Change Order #3 to Armstrong Contracting Services, Inc. for the Palatka Campus Athletic Field Improvements and reported on Facilities Usage for March, 2014.

Mr. Davis moved, seconded by Ms. Hancock, to approve Executive Vice President Item 6, as submitted (a detailed listing is contained in the material submitted by the Office of the Executive Vice President). Motion carried (Bramlitt, Coleman, Davis, Hancock, Keith, Lagassé — Yes).

Approved Executive
Vice President Item 6

V.P. Brown reviewed and requested approval of the **following New Arts & Sciences Courses Effective Fall 2014** - ANT 2100 Introduction to Archaeology, BSC 2010H Honors Principles of Biology I, BSC 2010L Honors Laboratory for Principles of Biology I, BSC 2011H Honors Principles of Biology II, BSC 2011L Honors Laboratory for Principles of Biology II, MCB 2010H Honors Microbiology, and MCB 2010L Honors Laboratory for Microbiology; **Revisions to the following Arts & Sciences Courses Effective Fall 2014** - ENC 1101 Composition I, ENC 1101H Honors Composition I, ENC 1102H Honors Composition II, MAC 2311 Analytic Geometry and Calculus I, MAC

2312 Analytic Geometry and Calculus II, MAC 2313 Analytic Geometry and Calculus III, MAT 1033 Intermediate Algebra, MCB 2010 Microbiology, and Teacher Education Course EDF 2085 Introduction to Diversity for Educators; and, **the Termination of the following Courses and Deletion from College Catalog Effective Fall 2014** - Developmental Education Courses – ENC 0015 Developmental Writing I, ENC 0025 Developmental Writing II, MAT 0018 Pre-Algebra, MAT 0028 Introductory Algebra, REA 0007 Developmental Reading I, and REA 0017 Developmental Reading II; Credit Arts & Sciences Course – PHI 2930 Philosophical Issues in Film; and Credit Florida School of the Arts Courses – ART 1303 Beginning Drawing Technique, GRA 2160C Motion Graphics, GRA 2191C Subject Form and Content, and GRA 2871C Illustration Portfolio.

Following clarification regarding the courses that are being terminated, Ms. Hancock moved, seconded by Mr. Coleman, to approve Academic Affairs Items 1 - 3, 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, Hancock, Keith, Lagassé — Yes).

Approved Academic
Affairs Items 1 – 3

Chairperson Bramlitt called a public hearing for approval of the ASN Admission Policy.

There being no comments from those present, Chairperson Bramlitt adjourned the public hearing.

V.P. Lebesch reviewed and requested approval of the ASN Admission Policy. She explained that a time limit is being added to several courses.

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

Approved Workforce
Development Item 2

Chairperson Bramlitt called a public hearing for approval of the ASN Readmission Policy.

There being no comments from those present, Chairperson Bramlitt adjourned the public hearing.

V.P. Lebesch explained the curriculum changes in regards to students going into clinical settings and requested approval of the ASN Readmission Policy.

Mr. Coleman moved, seconded by Ms. Hancock, to approve Workforce Development Item 4, 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, Hancock, Keith, Lagassé — Yes).

Approved Workforce
Development Item 4

Chairperson Bramlitt called a public hearing for approval of the Paramedic Admission Policy.

There being no comments from those present, Chairperson Bramlitt adjourned the public hearing.

V.P. Lebesch reviewed and requested approval of the Paramedic Admission Policy. She explained that this program is competitive due to limited clinical setting opportunities.

Ms. Hancock moved, seconded by Mr. Keith, to approve Workforce Development Item 6, 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, Hancock, Keith, Lagassé — Yes).

Approved Workforce
Development Item 6

Chairperson Bramlitt called a public hearing for approval of the LPN Bridge to ASN Admission Policy.

There being no comments from those present, Chairperson Bramlitt adjourned the public hearing.

V.P. Lebesch reviewed and requested approval of the LPN Bridge to ASN Admission Policy. These classes will be held on nights and weekends at the St. Augustine Campus.

Ms. Hancock moved, seconded by Ms. Lagassé, to approve Workforce Development Item 8, 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, Hancock, Keith, Lagassé — Yes).

Approved Workforce
Development Item 8

V.P. Lebesch reviewed and requested approval of LPN Bridge to ASN Program Curriculum and new course

NUR 1005 LPN Transitions; **Paramedic Program Curriculum and New Courses** - EMS2010 – EMS Anatomy and Physiology, EMS2603 Paramedic I, EMS2603L Paramedic Lab, EMS2604 Paramedic II, EMS2604L Paramedic II Lab, EMS2605 Paramedic III, EMS2605L Paramedic III Lab, EMS2659 Paramedic Field/Clinical Internship, EMS2666 Paramedic I Clinical Experience, EMS 2667 Paramedic II Clinical Experience, and EMS2920 Paramedic Seminar; **curriculum change new BSN courses** - NURXXXX Applied Evidence-Based Practice in Professional Nursing Practice and NURXXXX Legal and Ethical Issues in Nursing; and **new Continuing Workforce Education Course** - CWL0059 Injury and Death Investigation.

Mr. Davis moved, seconded by Mr. Keith, to approve Workforce Development Items 9-12, 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, Hancock, Keith, Lagassé — Yes).

Approved Workforce
Development Items 9
– 12

V.P. Humerick reviewed and requested approval of the AACC/Walmart Foundation Jobs Ready, Willing and Able Grant. She also introduced the new Director of Grants Developer, Dr. Ellen Burns.

Mr. Davis moved, seconded by Mr. Keith, to approve Research and Institutional Effectiveness Item 1, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Research and Institutional Effectiveness). Motion carried (Bramlitt, Coleman, Davis, Hancock, Keith, Lagassé — Yes). President Pickens read the letter from Dr. Bumphus congratulating the College on submitting an exemplary application.

Approved Research
and Institutional
Effectiveness Item 1

Instructor Ryan Parris, who is also the Faculty Senate Secretary, presented information on faculty members who are pursuing higher degrees.

Faculty Senate

President Pickens discussed the moratorium on Bachelor's Degrees. The Legislature will pass a "pause" in the approval of new degrees being offered at state colleges. Those offered at St. Johns River State College are not outside the original scope.

President's Report

President Pickens stated there is a large percentage of

faculty and staff who do a lot that is outside of their role/job description and are not compensated.

President Pickens informed the Trustees that budget meetings have begun. The Budget Workshop will be held on May 21st before the Board Meeting and the budget will be recommended at the June Board Meeting.

President Pickens reminded the Trustees that Graduation will be held on Friday, May 2nd, beginning at 11:00 a.m. Dr. Bill Abare, President of Flagler College, is the guest speaker.

President Pickens stated that he will be attending the PTK Conference next week in Orlando. The Florida Council of Presidents will host a luncheon for out-of-state Presidents.

President Pickens announced that the Baseball Team is doing well.

President Pickens informed the Board that after going through the process and being named a finalist for the position of Gulf Coast State College President, he has withdrawn his name from consideration.

Trustee Wendell Davis offered his compliments on the preparation of the Orientation Workshop, the grant awarded, and the College helping students succeed.

Trustee Comments

Trustee Ron Coleman stated the joys of serving include the College's leadership and the people we serve. He commended the staff for their efforts regarding the minority statistics.

Trustee Mary Ellen Hancock stated that the College has a great leadership team and expressed thanks for the communication.

Trustee Marlene Lagassé expressed thanks for making her feel welcome as a new Board member and for the information provided.

Trustee Brian Keith stated that he enjoyed the tour of the St. Augustine Campus. He shared that his sons had attended St. Johns River State College and it was a good experience.

Chairperson Bramlitt expressed appreciation to her fellow Trustees for electing her as Board Chairperson. She is honored to be part of this. She also stated that the GED Program is an important part of the College as well.

There being no further business, Chairperson Bramlitt adjourned the meeting at 4:45 p.m.

Adjournment