

ST. JOHNS RIVER STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

June 17, 2020

MEMBERS PRESENT:

Mr. Sam Garrison, Chairperson
Mr. Wendell Davis, Vice-Chairperson
Ms. Jan Conrad
Rev. Bobby Crum
Ms. Leslie Dougher
Mr. Brian Keith (joined after SVP Miller presented)
Mr. Jim Reid

OTHERS PRESENT:

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

Pursuant to the Governor's Executive Order, the meeting was held virtually via Zoom for Trustees and live streamed via youtube.com/sjrstate for Public.

Chairperson Garrison called the meeting to order and asked for corrections or additions to the minutes of the May 20, 2020 Workshop and Board Meeting. Mr. Reid moved approval of the minutes and Ms. Conrad seconded the motion. Motion carried (Conrad, Crum, Davis, Dougher, Garrison, Reid - Yes).

Approved Minutes of
May 20, 2020
Workshop and Board
Meeting

The ability to make public comments was available by calling 386-312-4221. There were no public comments.

Public Comment

There was no old business.

Old Business

Board Attorney Ron Brown brought before the Board the Second Amendment to the Contract of Employment for the President for 2020-2021. It is a one-year extension contract and there is not a change in salary.

Attorney's Report

Mr. Reid moved approval of the amendment and Ms. Conrad seconded the motion. Motion carried (Conrad, Crum, Davis, Dougher, Garrison, Reid - Yes).

Approved Second
Amendment to the
Contract of
Employment for the
President

SVP Melissa Miller reviewed and requested approval of Plans for Exterior Recoating to H Building (Health Sciences Building) at the Orange Park Campus.

Mr. Davis moved, seconded by Ms. Conrad, to approve Senior Vice President Item 1, as submitted (a detailed listing is contained in the material submitted by the

Approved Senior Vice
President Item 1

Office of the Senior Vice President). Motion carried (Conrad, Crum, Davis, Dougher, Garrison, Reid - Yes).

Chairperson Garrison called a public hearing for approval on an Amendment to Board Rule: SJR 5.32 (R1) Participation in the Florida Community Colleges' Risk Management Consortium for Employee Insurance Benefits. There being no comments, Chairperson Garrison adjourned the public hearing.

Public Hearing

SVP Melissa Miller reviewed and requested approval of Amendment to Board Rule: SJR 5.32 (R1) Participation in the Florida Community Colleges' Risk Management Consortium for Employee Insurance Benefits.

Mr. Crum moved, seconded by Mr. Davis, to approve Senior Vice President Item 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 Item 3

Chairperson Garrison called a public hearing for approval of New Board Rule: SJR 6.36 Student Leaves of Absence. There being no comments, Chairperson Garrison adjourned the public hearing.

SVP Melissa Miller reviewed and requested approval of New Board Rule: SJR 6.36 Student Leaves of Absence.

Mr. Davis moved, seconded by Ms. Dougher, to approve Senior Vice President Item 5, 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 Item 5

SVP Melissa Miller reviewed for information only Deductive Change Order #001-SAC for Reroofing Buildings A and C, St. Augustine Campus to Thomas May Construction Co. and Additive Change Order #002-PAL for Reroofing with Building A, Palatka Campus to E. Vaughn Rivers, Inc.

Senior Vice President Items 6-7

President Pickens gave an update on the inquiry from people interested in purchasing the south parcel property of the St. Augustine Campus.

Dr. Powers reviewed and requested approval of the Monthly Financial Report –May 2020, Personnel Matters, Accounts Receivable Write-Offs, Annual Equity

Report, 2020-21 Salary Schedule, and 2020-21 Student Tuition and Fees.

Mr. Crum moved, seconded by Ms. Conrad, to approve Finance and Administration Items 1-6, 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, Keith, Reid - Yes).

Approved Finance and Administration Items 1-6

Dr. Powers reviewed and requested approval of the 2020-21 Operating Budget-Unrestricted Current Fund.

Mr. Davis moved, seconded by Mr. Keith, to approve Finance and Administration Item 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, Keith, Reid - Yes).

Approved Finance and Administration Item 7

Dr. Powers reviewed and requested approval of the 2020-21 Plant Fund Capital Outlay Budget.

Mr. Reid moved, seconded by Ms. Dougher, to approve Finance and Administration Item 8, 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, Keith, Reid - Yes).

Approved Finance and Administration Item 8

Dr. David Campbell reviewed and requested approval of a One-Time Waiver of Test Score Requirements for Admission to Paramedic Program for the application period of April 1-June 15, 2020. He explained this request is being made due to COVID-19 and limited availability of testing.

Mr. Keith moved, seconded by Mr. Reid, to approve Workforce Development Item 1, 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, Keith, Reid - Yes).

Approved Workforce Development Item 1

Dr. Gilbert Evans reviewed and requested approval of the 2020-2021 Student Handbook / College Catalog.

Ms. Dougher moved, seconded by Ms. Conrad, 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).

Approved Student Affairs Item 1

Motion carried (Conrad, Crum, Davis, Dougher, Garrison, Keith, Reid - Yes).

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

Faculty Senate Report

President Pickens reported that the Legislature transmitted the budget to the Governor this morning.

President's Report

President Pickens informed the Board that the College is hosting jointly with the United Way a food distribution in the parking lot by Flo-Arts this Sunday afternoon and next Sunday afternoon.

President Pickens noted he will become Chairman of the Council of Presidents (COP) starting next week. He will therefore present at the State Board of Education Meeting on July 15.

Trustee comments were made.

Trustee Comments

Chairperson Sam Garrison referred Trustees to the proposed 2020-2021 District Board of Trustees Meeting schedule.

Mr. Davis moved, seconded by Ms. Conrad, to set the Date, Time and Place for fiscal year 2020–2021 District Board of Trustees meetings as the third Wednesday of each month at 2:00 p.m., Palatka Campus, with the following exceptions:

Approved District Board of Trustees Date, Time, and Place of Board Meetings for 2020-2021

- July 2020 and December 2020 - No Meeting
- August 12, 2020 (second Wednesday)
- March 24, 2021 (fourth Wednesday)
- October, 2020, January, 2021, and April, 2021 Thrasher-Horne Conference Center, Suites C & D, Orange Park Campus
- August, 2020, February, 2021, and May, 2021, Criminal Justice Multipurpose Room, J-149, St. Augustine Campus

Motion carried (Conrad, Crum, Davis, Dougher, Garrison, Keith, Reid - Yes).

Chairperson Garrison adjourned the meeting at 3:33 p.m.

Adjournment