

ST. JOHNS RIVER STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

June 19, 2023

MEMBERS PRESENT:

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

OTHERS PRESENT:

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

NOT PRESENT:

Ms. Jan Conrad (excused)

Chairperson Davis called the meeting to order at 2:00 pm.

Meeting Call to Order

Dr. Melanie Brown announced that Michelle Sjogren and her team have developed a recruitment commercial for the College. The commercial was shown. Mr. Komando noted that some television stations will air public service announcements for free.

There were no public comments.

Public Comment

President Pickens recommended approval of the request as presented by the St. Johns River State College Athletic Association Board of Directors and Members to name the Softball Batting Cage in Honor of Ms. Joyce Oliver. He introduced John Raymond Theobald, a member of the Athletic Association. The other members in attendance were recognized.

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

Approved Naming of Softball Batting Cage in Honor of Ms. Joyce Oliver

Dr. Ed Jordan highlighted the 2022-2023 accomplishments of SJR State's Student Athletes, Teams, and Coaches. Ross Jones presented the SJR State 2022-2023 Male and Female Student Scholar Athletes of the Year awards. Jack Slater and Kendall Catherwood were the recipients.

Viking Spotlight

There was no Old Business.

Old Business

Chairperson Davis requested approval of the Consent Agenda Items A.1-4:

Consent Agenda
Items

1.a - Minutes of May 22, 2023, Workshop and Board Meeting

2.a-e – Senior V.P./Chief Business Officer: Facilities Usage Report for May 2023; Write-offs of Tangible Personal Property; Monthly Financial Report – May 2023; Personnel Matters; and 2022-2023 Equity Report.

3.a-b - Chief Academic Officer/Provost – Dr. Melanie Brown: 2023-2024 Catalog/Handbook and 2023-2024 Student Handbooks: Allied Health, Criminal Justice, Medical Assisting, Nursing (ASN/LPN-RN Bridge), Nursing (CNA), Nursing (PN), Nursing (RN to BSN).

4.a-c - VP/Chief Institutional Research Officer - Dr. Ros Humerick: Adult General Education Grant; Perkins V Postsecondary Grant; and Perkins V Rural Innovations Grant.

Mr. Komando moved approval of the Consent Agenda Items A.1-4. Ms. Buchanan seconded the motion. Motion carried (Buchanan, Davis, Komando, Reid, Sapp - Yes).

Approved Consent
Agenda Items A.1-4

President Pickens informed the Board that Dr. Gilbert Evans was on vacation.

Mr. Komando moved to table approval and ratification of the Collective Bargaining Agreement (CBA) between the District Board of Trustees of St. Johns River State College and the St. Johns River State College Chapter United Faculty of Florida to a special meeting to be scheduled in July. Ms. Buchanan seconded the motion. Motion carried (Buchanan, Davis, Komando, Reid, Sapp - Yes). President Pickens noted the date of the special meeting would be decided at the end of this meeting.

Tabled Vice President
of Legal Affairs/
General Counsel Item
B.1

President Pickens reviewed for information only to repeal SJR Board Rule 5.48 COVID-19 Face Covering Policy. This item will be brought for public hearing and approval at the August Board meeting.

Dr. Lynn Powers reviewed and requested approval of Financial Item to Approve Accounts Receivable Write-Offs.

Mr. Komando moved, seconded by Ms. Buchanan, to approve Chief Business Officer Financial Item C.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
Financial Item
C.1.a

Dr. Lynn Powers reviewed and requested approval of Financial Item to Approve 2023-2024 Student Tuition and Fee Rates.

Mr. Reid moved, seconded by Mr. Komando, to approve Chief Business Officer Financial Item C.1.b, 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
C.1.b

Dr. Lynn Powers reviewed and requested approval of Financial Item to Approve 2023-2024 Operating Budget – Unrestricted Current Fund.

Mr. Komando moved, seconded by Mr. Reid, to approve Chief Business Officer Financial Item C.1.c, 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
C.1.c

Dr. Lynn Powers reviewed and requested approval of revised Financial Item to Approve 2023-2024 Plant Fund Capital Outlay Budget.

Mr. Komando moved, seconded by Ms. Buchanan, to approve Chief Business Officer revised Financial Item C.1.d, 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
Revised Financial
Item
C.1.d

Dr. Lynn Powers reviewed and requested approval of Financial Item to Approve Thrasher-Horne Center Rental/Usage Fees.

Mr. Komando moved, seconded by Mr. Reid, to approve Chief Business Officer Financial Item C.1.e, 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
C.1.e

Dr. Lynn Powers reviewed and requested approval of Facilities Item to Approve Library Renovation & Workforce Addition – Orange Park Campus – F & G Construction (accept project as complete and approve the final pay application).

Mr. Komando moved, seconded by Ms. Buchanan, to approve Chief Business Officer Facilities Item C.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 Facilities Item C.2.a

Dr. Lynn Powers referred the Board to Facilities Item 2024-2025 Capital Improvement Plan. President Pickens asked that this item be tabled until the special Board meeting in July. The document needs to be revised due to the veto of the request for \$34M for the STEAM project.

Mr. Komando moved to table Chief Business Officer Facilities Item C.2.b. Mr. Reid seconded the motion. Motion carried (Buchanan, Davis, Komando, Reid, Sapp - Yes).

Tabled Chief Business Officer Facilities Item C.2.b

Dr. Lynn Powers reviewed and requested approval of Personnel Item to Approve 2023-2024 Salary Schedule.

Mr. Komando moved, seconded by Ms. Buchanan, to approve Chief Business Officer Personnel Item C.3.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 Personnel Item C.3.a

Dr. Lynn Powers reviewed and requested approval of Personnel Item to Approve Compensation Increases for Non-Bargaining Unit Employees.

Mr. Komando moved, seconded by Ms. Buchanan, to approve Chief Business Officer Personnel Item C.3.b, 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 Personnel Item C.3.b

Dr. Melanie Brown reviewed and requested approval of Curriculum for: New Associate of Science Degree in Paralegal Studies - Anticipated program implementation Fall 2024; New Bachelor of Science

Degree in Criminal Justice, Applied Intelligence Studies - Anticipated program implementation Fall 2024; and New Bachelor of Applied Science Degree in Information Systems Technology with Specializations in Cybersecurity and Software Application Development - Anticipated program implementation Fall 2024.

Mr. Komando moved, seconded by Mr. Reid, to approve Chief Academic Officer/Provost Items D.1-3, as submitted (a detailed listing is contained in the material submitted by the Office of the Chief Academic Officer/Provost). Motion carried (Buchanan, Davis, Komando, Reid, Sapp - Yes).

Approved Chief Academic Officer/Provost Items D.1-3

Dr. Nate Southerland gave an update on Noncredit Workforce Programs under Development.

Chief Academic Officer/Provost Item D.4

Dr. Brown then noted upcoming graduations.

CAO/Provost Item D.5

President Pickens reiterated that the \$34M request for a new STEAM building was funded by the Legislature, but was vetoed by the Governor. He discussed Capital Improvement Plan revisions that will be made.

President's Report

President Pickens discussed the possibility of using local resources to renovate the F Building on the Palatka Campus. He noted the lack of long-term viability of the student housing project if the Flo-Arts building is not renovated. Using fund balance or selling the St. Augustine property are options to generate resources.

President Pickens informed the Board that a Non-Binding Letter of Intent from KB Home Jacksonville LLC has been received. Discussion followed. Board members expressed that they are not in favor of any concept other than a straight sell.

President's Report Item A

President Pickens stated that if the Board is not fully committed to renovating the Flo-Arts building and keeping it on the Palatka Campus, he needs to inform the Sloans in regards to the student housing project.

President's Report Item B

President Pickens noted that with Dr. Powers' upcoming retirement, areas for which she is currently responsible, but that do not necessarily fit in with the Business Office, are being transitioned.

President's Report Continued

The Special Board Meeting was scheduled for Monday, July 10 beginning at 1:00 pm. It will be held at the Orange Park Campus.

President Pickens shared an uplifting and encouraging email from Kevin Kelly, a Flo-Arts instructor.

Trustee comments were made.

Trustees' Comments

Chairperson Davis adjourned the meeting at 4:30 p.m.

Adjournment