

ST. JOHNS RIVER STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

August 12, 2020

MEMBERS PRESENT:

Mr. Sam Garrison, Chairperson
Mr. Wendell Davis, Vice-Chairperson
Ms. Jan Conrad
Ms. Leslie Dougher (joined the meeting at Item VB)
Mr. Brian Keith
Mr. Jim Reid

MEMBERS ABSENT:

Rev. Bobby Crum

OTHERS PRESENT:

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

Pursuant to the Governor's Executive Order 20-179, the meeting was held virtually via Zoom for Trustees and live streamed via [youtube.com/sjrstate](https://www.youtube.com/sjrstate) for Public.

Chairperson Garrison called the meeting to order and asked for corrections or additions to the minutes of the June 17, 2020 Board Meeting. Mr. Davis moved approval of the minutes and Mr. Reid seconded the motion. Motion carried (Conrad, Davis, Garrison, Keith, Reid - Yes).

Approved Minutes of
June 17, 2020 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

SVP Melissa Miller reviewed and requested approval of Capital Improvement Plan FY 2021-22 through 2025-26; Accept Re-Roofing of Building A, Palatka Campus, and Authorize Final Payment to E. Vaughan Rivers; and Accept Re-Roofing of Buildings A and C, St. Augustine Campus, and Authorize Final Payment to Thomas May Construction.

Mr. Reid moved, seconded by Mr. Davis, 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, Davis, Garrison, Keith, Reid - Yes).

Approved Senior Vice
President Items 1-3

SVP Miller reviewed New Board Rule SJR 5.48 COVID-19 Face Covering Policy (for information only). She gave an update on the 76 Acre St. Augustine Property South of Four Mile Road. Following discussion, the Board concurred with the recommendation. SVP Miller gave a report on Facilities Usage for July (for information only).

Senior Vice President
Items 4-6

Dr. Powers reviewed and requested approval of the Monthly Financial Report –July 2020. Current FTE data was discussed. Dr. Powers reviewed and requested approval of Final Budget Amendments for FY 2019-2020 (Operating Fund 1, Restricted Fund 2, Auxiliary Fund 3, and Plant Fund 7), Budget Amendments for FY 2020-2021 (Operating Fund 1, Restricted Fund 2, Auxiliary Fund 3, and Plant Fund 7), Personnel Matters, and Write-Off of Tangible Personal Property.

Mr. Davis moved, seconded by Mr. Reid, to approve Finance and Administration Items 1-5, 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, Davis, Dougher, Garrison, Keith, Reid - Yes).

Approved Finance
and Administration
Items 1-5

Dr. Ros Humerick reviewed and requested approval of the Adult General Education Grant. She reviewed for information only the SJR State 2020 Fact Book / Facts at a Glance.

Ms. Dougher moved, seconded by Mr. Keith, to approve Assessment, Research, and Technology Item 1, 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, Davis, Dougher, Garrison, Keith, Reid - Yes).

Approved
Assessment,
Research, and
Technology Item 1

Dr. David Campbell reviewed and requested approval of New Continuing Workforce Education Courses CWX 0115 – QuickBooks Online Training and CWX 0116 – Quickbooks Certified User Online Training and the Continuing Workforce Course Catalog.

Ms. Dougher moved, seconded by Ms. Conrad, to approve Workforce Development Items 1-2, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Workforce Development). Motion carried (Conrad, Davis, Dougher, Garrison, Keith, Reid - Yes).

Approved Workforce
Development Items 1-
2

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

Faculty Senate Report

Board Attorney Ron Brown called for election of Board Officers for 2020-2021. He opened the floor for nominations for Chairperson of the Board for 2020-2021.

Appointment of Board Officers 2020-2021

Mr. Davis nominated Mr. Garrison to serve as Chairperson. Ms. Dougher seconded the motion. Motion carried (Conrad, Davis, Dougher, Garrison, Keith, Reid - Yes). There were no other nominations.

Board Attorney Ron Brown opened the floor for nominations for Vice-Chairperson of the Board for 2020-2021.

Mr. Garrison nominated Mr. Davis to serve as Vice-Chairperson. Mr. Reid seconded the motion. Motion carried (Conrad, Davis, Dougher, Garrison, Keith, Reid - Yes). There were no other nominations.

President Pickens further discussed the current FTE data and the potential impacts on the budget. A report will be sent to the Trustees after drop/add occurs and classes start. The transition to mostly online classes was discussed.

President's Report

President Pickens gave an update on the process of hiring a new HR Director.

President Pickens noted the Governor has sent instructions to all State agencies to cut 8.5% from the budget. President Pickens will be advocating on behalf of the Council of Presidents at the September State Board of Education Meeting to allow more flexibility of CARES Act funds to restore the 6% holdback that we have received.

President Pickens informed the Board that he and Dr. Brown spoke with several people, at their request, regarding their interest in expanding their established charter school model into the College's service district. He explained how continuing to collaborate with the group has the potential to lead to facility and other unique partnership opportunities.

President Pickens invited the Board to attend the Orange Park Rotary Meeting at which he will be speaking on September 1.

In response to questions from the Trustees, President Pickens discussed the larger picture of what may affect the College's budget and potential plans for instruction in the spring.

Trustee Comments

Additional Trustee comments were made.

Chairperson Garrison thanked the President and his team for their leadership.

Chairperson Garrison adjourned the meeting at 3:40 p.m.

Adjournment