

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

August 22, 2018

MEMBERS PRESENT:

Mr. Sam Garrison, Clay County, Chairperson
Mr. Wendell Davis, Clay County, Vice-Chairperson
Ms. Denise M. Bramlitt, Putnam County
Mr. Brian Keith, Putnam County
Ms. Marlene Lagassé, Putnam County

OTHERS PRESENT:

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

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

Chairperson Garrison called the meeting to order. A moment of silence was held in memory of Officer Zirbel, whose wife Anna is employed at the College.

Chairperson Garrison asked for corrections or additions to the minutes of the June 20, 2018 Meeting. Mr. Davis moved approval of the minutes and Mr. Keith seconded the motion. Motion carried (Bramlitt, Davis, Garrison, Keith, Lagassé — Yes).

Approved Minutes of
June 20, 2018
Minutes

There were no public comments.

Public Comment

Board Attorney Ron Brown gave a report on Brechner News.

Attorney's Report

There was no old business.

Old Business

Dr. Melanie Brown welcomed Meghan Deputy, who gave an update on the Collegiate High School program. Dr. Brown explained the financial impacts following a question from Chairman Garrison.

SVP Melissa Miller reviewed and requested approval of Authority to Delegate to President Joe Pickens to further negotiate the lease terms, if necessary, and to execute lease for 1001 Husson Avenue, Palatka, Florida within the Putnam County School District; the Resolution Providing Justification for Attorney's Fees Above the Standard Rate Provided in Florida Administrative Code to Bryant Miller Olive, Attorneys at Law; and Award BID-SJR-01-2018 to F&G

Construction for the Renovation/Remodeling, Orange Park Campus with Addition, Building D and Renovation, Orange Park Campus, Building V.

Mr. Davis moved, seconded by Mr. Keith, to approve Senior Vice President Item 1, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Senior Vice President). Motion carried (Bramlitt, Davis, Garrison, Keith, Lagassé — Yes).

Approved Senior Vice President Item 1

Mr. Davis moved, seconded by Ms. Lagassé, to approve Senior Vice President Item 2, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Senior Vice President). Motion carried (Bramlitt, Davis, Garrison, Keith, Lagassé — Yes).

Approved Senior Vice President Item 2

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

Approved Senior Vice President Item 3

Chairperson Garrison called a public hearing on Amendment to Board Rule 4.16 (R1) Institutional Membership. There being no comments from those present, Chairperson Hancock adjourned the public hearing.

SVP Melissa Miller reviewed and requested approval of Amendment to Board Rule 4.16 (R1) Institutional Membership.

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

Approved Senior Vice President Item 5

SVP Miller reviewed for information only procedural changes and Facilities Usage for July/August 2018.

Senior Vice President Items 6-7

Dr. Lynn Powers reviewed and requested approval of the Monthly Financial Report – July 2018, Final Budget Amendments for FY 17-18 (Operating Fund 1, Restricted Fund 2, and Plant Fund), Budget Amendments for FY 18-19 (Operating Fund 1, Restricted Fund 2, Auxiliary Fund 3, and Plant Fund),

Write-Off of Tangible Personal Property, Personnel Matters, and Bright Futures Audit Report – June 2018.

Mr. Davis moved, seconded by Mr. Keith, to approve Finance and Administration Items 1 and 4-6, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Finance and Administration). Motion carried (Bramlitt, Davis, Garrison, Keith, Lagassé — Yes).

Approved Finance and Administration Items 1 and 4-6

Mr. Davis moved, seconded by Ms. Bramlitt, to approve Finance and Administration Item 2, 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, Davis, Garrison, Keith, Lagassé — Yes).

Approved Finance and Administration Item 2

Mr. Davis moved, seconded by Mr. Keith, to approve Finance and Administration Item 3, 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, Davis, Garrison, Keith, Lagassé — Yes).

Approved Finance and Administration Item 3

Dr. Gilbert Evans introduced Brooke Elasik and Mikki Johns, who gave an update on SJR State Enrollment Day, which was held on August 10.

Student Service Item 1

Dr. Ros Humerick reviewed for information only the SJR State 2018 Fact Book and Facts at a Glance. Discussion followed.

Assessment, Research and Technology Item 1

VP Caroline Tingle gave an update on the celebration activities for the College's 60th Anniversary. The 60th Diamond Jubilee gala will be held on Friday, September 14. Distinguished alumni will be recognized.

Dr. Anna Lebesch reported the College launched the Advanced Engineering Manufacturing courses with thirty (30) students. The Licensed Practical Nursing new class started on Monday.

Clay Moore reported from the Faculty Senate. President Pickens informed the Board that he will introduce the Inductees of the Alumni Hall of Fame at the gala.

Faculty Senate

President Pickens informed the Trustees that we have received rave reviews of the 60th Anniversary publication.

President's Report

President Pickens stated he talked with Congressman Yoho's representative Kat Cammack about the ability of the College to provide a pipeline of workforce in nursing.

President Pickens expressed thanks to the Palatka Daily News for the article ran on August 21.

President Pickens stated President Ava Parker is the new COP Chair. She has asked him to chair a legislative workgroup.

President Pickens announced athletic orientation was held yesterday.

President Pickens stated he is not available to attend the Commissioner's Education Convening on October 11 so Meghan Deputy and Mike Keller will be attending.

President Pickens stated he will be going on a SACSCOC On-site Reaffirmation Site Visit at Rappahannock Community College in Virginia the last week of September. This is in preparation of SJR State's upcoming 5th year interim report.

Mr. Garrison called for election of Board Officers for 2018-2019. He opened the floor for nominations for Chairperson of the Board for 2018-2019.

Mr. Davis nominated Mr. Garrison to serve as Chairperson. Motion carried (Bramlitt, Davis, Garrison, Keith, Lagassé — Yes). There were no other nominations.

Appointment of Board Officers 2018-2019

Mr. Garrison opened the floor for nominations for Vice-Chairperson of the Board for 2018-2019.

Mr. Garrison nominated Mr. Davis to serve as Vice-Chairperson. Motion carried (Bramlitt, Davis, Garrison, Keith, Lagassé — Yes). There were no other nominations.

Trustee comments were made.

Trustee Comments

Trustee Garrison informed the Trustees if there are items they want added to the agenda to inform President Pickens.

Trustee Garrison noted he had the privilege of speaking at Faculty Convocation last week. He requested that the President's PowerPoint presentation be sent to the other Trustees for their information.

Ms. Lagassé moved to adjourn and Mr. Davis seconded the motion. Motion carried (Bramlitt, Davis, Garrison, Keith, Lagassé — Yes) and Chairperson Garrison adjourned the meeting at 4:20 p.m.

Adjournment