

ST. JOHNS RIVER STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

September 16, 2020

MEMBERS PRESENT:

Mr. Sam Garrison, Chairperson
Mr. Wendell Davis, Vice-Chairperson
Ms. Jan Conrad
Rev. Bobby Crum
Ms. Leslie Dougher
Mr. Brian Keith
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 20-213, 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 August 12, 2020 Board Meeting. Mr. Davis moved approval of the minutes and Ms. Conrad seconded the motion. Motion carried (Conrad, Crum, Davis, Dougher, Garrison, Keith, Reid - Yes).

Approved Minutes of
August 12, 2020
Board Meeting

Board Attorney Ron Brown informed Chairperson Garrison that an additional item needed to be added to the agenda for SVP Melissa Miller.

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 the new agenda item, which was a change order to the Contract with Dimare Construction for the Addition of Reroofing the V Building and Gazebo on the St. Augustine Campus.

Mr. Davis moved, seconded by Mr. Reid, to approve Senior Vice President Item 1, 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, Keith, Reid - Yes).

Approved Senior Vice
President Item 1

SVP Melissa Miller reviewed and requested approval of plans for Existing Building V Roof Replacement, St. Augustine Campus.

Mr. Davis moved, seconded by Mr. Reid, to approve Senior Vice President Item 2, 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, Keith, Reid - Yes).

Approved Senior Vice President Item 2

Chairperson Garrison called a public hearing for approval of new Board Rule SJR 5.48 COVID-19 Face Covering Policy. There being no comments, Chairperson Garrison adjourned the public hearing.

Public Hearing

SVP Melissa Miller reviewed and requested approval of new Board Rule SJR 5.48 COVID-19 Face Covering Policy.

Mr. Davis moved, seconded by Ms. Conrad, to approve Senior Vice President Item 4, 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, Keith, Reid - Yes).

Approved Senior Vice President Item 4

SVP Miller reviewed Procedure 1.12 COVID-19 Face Covering Requirements (information only).

Senior Vice President Item 5

SVP Miller reviewed the Distance Learning Quality Training and Course Development Project Agreement and Memorandum of Understanding Between the United Faculty of Florida and the St. Johns River State College Board of Trustees, Subject COVID-19 Pandemic (information only).

Senior Vice President Item 6

SVP Miller reviewed Bid ITB-SJR-06-2020 to Weather Engineers, Inc. for the College-wide Air Purification System (information only).

Senior Vice President Item 7

SVP Miller reviewed a request from St. Johns County Board of County Commissioners for Conveyance of Easement of 1,363 Square Foot Parcel of Real Property to County (information only). This item will be brought to the Board for approval once appropriate documents are ready.

Senior Vice President Item 8

SVP Miller gave a report on Facilities Usage for August, 2020 (information only).

Senior Vice President Item 9

Dr. Powers introduced Ms. Edie Bruce, the College's new Director of Human Resources.

Dr. Powers reviewed and requested approval of the Monthly Financial Report – August 2020, Personnel Matters, Write-Off of Tangible Personal Property, and Board Designated Reserves.

Mr. Reid moved, seconded by Mr. Crum, 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 (Conrad, Crum, Davis, Dougher, Garrison, Keith, Reid - Yes).

Approved Finance and Administration Items 1-4

Dr. Powers reviewed the Budget Update (information only). She explained that the College has been asked to submit two schedules, one with an 8.5% reduction in the budget this fiscal year and one with a 10% reduction next fiscal year.

Finance and Administration Item 5

Dr. Powers welcomed Randy Peterson, who presented the Annual Financial Report FY 2019-2020. Dr. Powers requested approval of the Report.

Mr. Crum moved, seconded by Mr. Keith, to approve Finance and Administration Item 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 Item 6

Dr. Melanie Brown reviewed and requested approval of the COVID-19 Dual Enrollment Placement Addendum to the 2019-2020 Articulation Agreement Between the District Board of Trustees of St. Johns River State College and the public school districts of Clay, Putnam, and St. Johns Counties; the 2020-2021 Articulation Agreement Among Eligible Home Education Students and their Parents/Guardians and St. Johns River State College; the 2020-2021 Articulation Agreement Between the District Board of Trustees of St. Johns River State College and the public school districts of Clay, Putnam, and St. Johns Counties; the 2020-2021 Articulation Agreement Between the District Board of Trustees of St. Johns River State College and St. Johns Classical Academy Charter School; the 2020-2021 Articulation Agreement Between the District Board of Trustees of St. Johns River State College and the following private schools - Beacon of Hope Christian Academy, The Broach School, Calvary

Christian Academy, Christian Home Academy, First Coast Christian School, Matanzas Christian Academy, Peniel Baptist Academy, Putnam Banner Private School, Springs Academy, St. Johns Country Day School, St. Joseph Academy, and Victory Preparatory School; and the 2021 Collegiate High School Contract Between the District Board of Trustees of St. Johns River State College and the public school districts of Clay, Putnam, and St. Johns Counties.

Mr. Davis moved, seconded by Mr. Reid, to approve Academic Affairs Items 1-6, as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President for Academic Affairs). Motion carried (Conrad, Crum, Davis, Dougher, Garrison, Keith, Reid - Yes).

Approved Academic Affairs Items 1-6

Dr. Brown discussed the following informational items: Online Course Quality Initiative Update, Fall 2020 Dual Enrollment Trends, Fall into Service Update, and the 2019-2020 Academic Affairs Annual Report.

Academic Affairs Item 7

Dr. Ros Humerick reviewed and requested approval of the Perkins V Postsecondary Grant, Perkins V Rural Innovations Grant, Perkins V Career Pathways ALA Grant, and CTE CARES GEERs Rapid Credentialing Grant.

Mr. Reid moved, seconded by Mr. Crum, to approve Assessment, Research, and Technology Items 1-4, 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, Crum, Davis, Dougher, Garrison, Keith, Reid - Yes).

Approved Assessment, Research, and Technology Items 1-4

Dr. David Campbell reviewed and requested approval of New Continuing Workforce Education Courses CWX 0117 – AWS Certified Cloud Practitioner and CWX 0118 – AWS Cloud Architect. Dr. Campbell reviewed for information only the 2020-2021 Advisory Board Lists – Allied Health, Business Education / BAS – Organizational Management, Computer Education, Criminal Justice, Engineering, Medical Assisting, and Nursing.

Mr. Davis moved, seconded by Ms. Conrad, 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

Approved Workforce Development Item 1

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

VP Caroline Tingle reviewed the Seventh Renewal of the Operational Agreement Between Clay County and the Thrasher-Horne Center for the Arts (information only). She welcomed Anna Zirbel-Williams, Executive Director of the Thrasher-Horne Center (THC), who gave an update on the THC.

Development and
External Affairs Items
1-2

Clay Moore reported on behalf of the Faculty Senate.

Faculty Senate Report

President Pickens recognized VP Caroline Tingle and Anna Zirbel-Williams for their work on the renewal of the Operational Agreement Between Clay County and the Thrasher-Horne Center for the Arts.

President's Report

President Pickens informed the Board that the Council of Presidents will have a working session on Friday, with the Commissioner addressing the group at 11:00 am.

President Pickens discussed the State's \$5B CARES Act funding. States are working to obtain authority to use the funding to supplant cuts.

Trustee comments were made.

Trustee Comments

Chairperson Garrison adjourned the meeting at 3:50 p.m.

Adjournment